

---

## Teen ACTION Curriculum Use Request

(Print agency/company name and address)

The organization named above is making this request to utilize the Teen ACTION curriculum in total or in parts for its programs. Activities may include:

- School-day activities such as, but not limited to, community service projects, social and emotional learning classes, character development classes.
- After-school activities such as, but not limited to, community service projects, civic engagement activities, workshops, or service learning after-school programming.
- Staff development and training purposes.

This organization will use the curriculum in the following ways:

The organization agrees to the following:

- If requested by the Department of Youth and Community Development (DYCD), it will collect and provide information regarding the use of the curriculum which shall be used only to assess the effectiveness of the tool. Personal information and comments regarding the tool can be made public or used for any evaluation reports. Any questions will be directed to the Service Learning Deputy Director at the address below.
- It will acknowledge the ownership of DYCD and the Center for Economic Opportunity (CEO) on all forms of uses of the curriculum.

The organization has checked one of the boxes below to indicate its preference for receipt of the curriculum and is returning this form to DYCD Service Learning Deputy Director at [yfernandez-baldeon@dycd.nyc.gov](mailto:yfernandez-baldeon@dycd.nyc.gov) or Service Learning/Teen ACTION, 156 William Street, NY, NY 10038.

*CD (1 formatted CD)*

*PDF (To be emailed)*

Print name

Title

Signature

Date

Approved by  
Date:

Title