



**INSTRUCTIONS FOR THE ELECTRONIC
NEIGHBORHOOD ADVISORY BOARD MEMBERSHIP APPLICATION**

(Revised 01/2022)

Introduction

The Department of Youth and Community Development (DYCD) is using this application to determine the eligibility of the applicant to serve on their Neighborhood Advisory Board (NAB). The application looks at the candidate's satisfaction of membership requirements as set forth in the Rules and the By-Laws of the Community Services Block Grant/Community Action Program, such as whether an applicant:

- (1) has been a resident for at least six months of the Neighborhood Development Area (NDA) served by the NAB,
- (2) is over 16, and
- (3) has a record of community involvement, particularly with issues of poverty.

Furthermore, this application looks at any potential or actual conflicts of interest which may arise from personal, business or professional affiliations. Neither the applicant nor anyone in his/her immediate family or household can be employed by DYCD or by an organization which receives NDA funding.

Instructions (for further information please call 646-343-6499, or email nab@dycd.nyc.gov)

1. Please completely provide the requested information with respect to yourself, your spouse, and in some instances, members of your immediate family and/or household.
2. All questions must be completed. Enter "N/A" if an item is not applicable to you.
3. Once appointed, members must advise DYCD in writing of any change in address or in employment or affiliation that pertains to their involvement in the New York City Community Action Program and which may create a conflict of interest.
4. NAB members must complete the form candidly and completely. A materially false statement or willful omission may result in disqualification from service on the Neighborhood Advisory Board.