SECOND AMENDMENT TO THE INTERAGENCY AGREEMENT

-between-

THE NEW YORK CITY DEPARTMENT OF YOUTH AND COMMUNITY DEVELOPMENT

-and-

THE CITY UNIVERSITY OF NEW YORK

-for-

CUNY Workforce Development Programs

(July 1, 2023 – June 30, 2028)

This **SECOND AMENDMENT** ("Second Amendment"), effective as of July 1, 2025, amends the interagency agreement ("Agreement") for CUNY workforce development programs by and between the City of New York ("City") acting through its Department of Youth and Community Development ("Agency" or "DYCD"), and The City University of New York ("CUNY" or "Contractor") (each a "Party," and collectively, the "Parties").

WHEREAS, Agency provides funding to operate the Career Launch Program, which provides workforce development programming for youth between the ages of eighteen (18) and twenty-four (24); and

WHEREAS, Agency sought to provide funding to provide such workforce development training tailored to enrolled CUNY students; and

WHEREAS, Agency and CUNY entered into the Agreement for the term, July 1, 2023 through June 30, 2028, in which CUNY agreed to provide three targeted workforce development programs, including CUNY Career Launch, CUNY Explorers, and the STEM Research Academy, to enrolled CUNY students; and

WHEREAS, Agency and CUNY modified the Agreement to increase slots for CUNY Explorers and the STEM Research Academy for a total Agreement amount not to exceed $9,447,292 for the period of July 1, 2024 through June 30, 2025; and

WHEREAS, Agency and CUNY now wish to modify the Agreement to add the FY 2026 Scope of Work and FY 2026 Budget, attached hereto and made a part hereof as Appendices A-2 and B-

2, respectively, which shall set forth the scope of services to be performed by CUNY and the corresponding budget during the period of July 1, 2025 through June 30, 2026.

NOW, THEREFORE, the Parties agree as follows:

1. All terms capitalized and not defined herein shall have the meanings ascribed thereto in the Agreement.

2. During the period of July 1, 2025 through June 30, 2026, CUNY shall provide services as set forth in the FY 2026 Scope of Work, which is attached hereto as Exhibit A-2, and made a part of the Agreement.

3. Agency shall pay CUNY, subject to and in accordance with the terms and conditions set forth in the Agreement, an aggregate amount of $9,438,627 for all Services to be performed under this Agreement during the period of July 1, 2025 through June 30, 2026, in accordance with the FY 2026 Budget, attached hereto as Appendix B-2, and made a part of the Agreement.

4. Except as otherwise provided herein, all terms and conditions of the Agreement shall remain in full force and effect and are specifically incorporated by reference herein.

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IN WITNESS HEREOF, the parties undersigned executed this Second Amendment, effective as of thedate first above written.

THE CITY UNIVERSITY OF NEW YORK

Derek Davis
General Counsel

May 27, 2025
Date

NEW YORK CITY DEPARTMENT OF YOUTH AND COMMUNITY DEVELOPMENT

Adele Bartlett
General Counsel

May 30, 2025
Date

Approved as to Form:

Alexa Fritsche

City University of New York
Office of the General Counsel

Date: 5/20/25

As of March 2024

EXHIBIT A-2
FY2026 SCOPE OF WORK

CUNY Career Launch

Statement of Work

The City University of New York ("CUNY") Career Launch program is designed to provide undergraduate students with limited or no prior paid internship experience the opportunity to gain meaningful work exposure, build skills aligned with their career goals, and access equitable professional development opportunities as they prepare for post-graduation employment.

Program Goals

The CUNY Career Launch program aims to:

- Equip students—particularly those without prior internship experience—with the tools and exposure needed for successful labor market entry.
- Expand employers' access to CUNY talent, resources, and expertise.
- Establish practical, experiential learning as a cornerstone of a CUNY education.

In 2025, **2,000 CUNY students** will participate in internships tailored to their career interests. Students will gain industry-specific work experience, build key skills for labor market success, grow their professional networks, strengthen their resumes, and contribute to New York City's key industries—such as healthcare, education, and STEM—that enhance the quality of life for New Yorkers.

With over **80% of CUNY graduates remaining in NYC after graduation**, this program connects students to meaningful opportunities while helping employers cultivate a robust pipeline of local, highly skilled talent.

Strategic Framework

The CUNY Career Launch program is structured around four pillars:

1. **Alignment with Career Aspirations and Qualifications**
    - Internships are steppingstones to careers requiring a college degree.
    - Internship roles and responsibilities designed to align with participants' academic majors, career interests, and qualifications.
2. **Sector-Specific Focus and Preparation**
    - Program training and placements will focus on sectors such as Healthcare, Education, STEM, Community & Social Services, and Marketing & Communications.
    - Participating campuses will adopt industry-specific themes to provide targeted pre-internship training and support.
3. **Clear Target Population of Underserved Students**
    - The program prioritizes students without prior paid internship experience.
    - Community college students and students early in their college careers, first-year and sophomores at the senior colleges, will receive dedicated recruitment efforts.

4. **Employer Engagement**
    - The program will collaborate with New York City's leading employers across key industries to create unique, high-impact internship opportunities.

Program Services

For Students

- **Paid Internships**: Offer up to **2,000 undergraduate students** internships lasting from **July 7 to August 22, 2025**, with 19 hours of work per week for seven weeks (maximum of 133 hours).
- **Eligibility**: Participants must:
    - Be associate or baccalaureate degree candidates with no prior paid internship experience.
    - Be between 18 and 24 years old at the time of application.
    - Be eligible to work in the United States.
- **Compensation**: Interns will earn **$20/hour**
- **Training**: Students will receive up to **19 hours of paid, pre-internship training including industry-specific topics and work-readiness activities** to prepare for their roles as interns.
- **Employer Alignment**: Internships will reflect students' academic interests, majors and career goals.

For Employers

- **Worksite Recruitment**: Engage employers from at least five key industries, including:
    - STEM/Green/IT
    - Healthcare
    - Education
    - Marketing and Communications
    - Community and Social Services
- **Supervisory Support**: Provide worksite supervisors with training on mentoring and supervising college interns effectively.
- **Evaluation**: Employers will review and provide feedback on intern performance.
- **Flexibility**: Internships may be in-person, hybrid with some remote opportunitieswel.

Administrative Support

- **Centralized Matching**: Students will be matched with worksites that align with their career aspirations and fields of study.
- **Support Services**: A dedicated email inbox and support staff will address questions from both students and employers.
- **Orientation**:
    - Students will attend orientation session with Hub and complete onboarding through the Research Foundation of CUNY.
    - Worksite supervisors will attend a virtual orientation on program policies and best practices.

- **Collaboration with Campuses**: CUNY colleges will partner with the Central Office to recruit worksites and students, approve placements, and match participants with employers.

Key Metrics for 2025 (FY2026)

Outputs

- **2,000 internship offers** made to eligible students.
- **Over 50% of students** placed at worksites aligned with their career interests or academic majors
- **Sector-specific training and work-readiness support** delivered to all interns.

Outcomes

- **75% retention rate** of participants completing internships (logging at least one hour of paid work).
- **80% of students** reporting that the program helped them gain meaningful work experience.
- **Improved access** to CUNY talent for NYC employers, including new partnerships in key industries.

MAJOR GOALS	OUTCOMES
Increase the number of CUNY students with paid internship experience upon graduation.	Match up to 2,000 accepted, enrolled, and eligible students with worksites. Retain over 75% enrolled students (paid >0 hours).
Extend employers' access to CUNY talent, expertise, and assets.	Recruit at least 2,600 quality internship positions from local NYC/NYS employers to host CUNY CAREER LAUNCH interns. Identify internship sites from a range of employer types including small and large businesses, government agencies, non-profit organizations, and foundations.
Provide college students with an opportunity to have a paid professional internship experience that is relevant to their career aspirations.	Offer all (100%) participants one week of paid training related to their chosen industry sector in addition to general work-readiness designed to support first-time interns. Place the majority (over 50%) of students at worksites related to their major or career aspirations. Ensure that at least 80% of students will report that CUNY CAREER LAUNCH helped them gain relevant work experience.
Help CUNY to make pragmatic experiential learning a signature component of a CUNY education.	Contribute to CUNY's long term goals of all CUNY graduates having at least one internship by graduation (initial goal is 25% participation up from 12% in 2019).

CUNY EXPLORERS

SCOPE OF WORK - Summer 2025

CUNY Explorers ensures that 6th to 10th grade students have the opportunity to visit a college campus to promote their ongoing academic and life success. Through age-appropriate and customized visits, CUNY reinforces the message that all students can go to college, that college is affordable, and that students can take steps in their lives now to achieve their college goals. The program introduces middle and high school students to CUNY facilities, degree programs and supportive services including matriculated students. This experience offers younger students a window into college students' academic and co-curricular lives, showcasing CUNY's state-of-the-art facilities, technological equipment, and student life spaces.

Program Overview - In 2016, under the Mayor's College Access for All, CUNY Explorers was launched as a partnership between CUNY's Office of K-16 Initiatives and the New York City Public Schools. CUNY Explorers began as an opportunity to expose every 7th grade student to a college-going culture and to give them the chance to visit a college campus at least once. Since then, CUNY Explorers has expanded to provide campus experiences to all middle schoolers and, as of 2021, high school workshops for 9th and 10th graders as part of FutureReadyNYC.

The driving message of CUNY Explorers has stayed the same: every student **CAN** go to college, every student can **AFFORD** college, and students and their families can take steps **NOW** to become college ready. Early college readiness programs like CUNY Explorers set the foundation for success in high school, college, and beyond. By supporting students to develop a college identity at this critical developmental age by providing a campus experience that promotes a college-going mindset, students and families internalize the message that college is a tangible and achievable goal. This message is particularly important for diverse and unique populations. Schools in District 75, District 79, and those with high numbers of English Language Learners are provided tailored support through partnerships with campus accessibility and resource offices.

In the 2021-2022 academic year, CUNY Explorers provided interactive and engaging virtual campus experiences for over 34,000 students across 13 CUNY campuses. In 2022, CUNY Explorers hosted its first ever summer program serving over 1,100 students throughout NYC. Our summer program saw the return to in-person visits since the start of the pandemic as campuses offered remote and in-person opportunities.

For the Summer of 2025, CUNY Explorers will provide campus visits and interactive activities related to college and career preparations with a focus on serving students participating in DYCD's Summer Rising program. All campus workshops will be held during the weekdays between 12pm – 5pm, any day Monday to Thursday. Depending on campus capacity some visits outside of these days and times may be possible.

Through the SYEP funds, CUNY Explorers will provide Visit Guides, current CUNY college students, who will host students on the respective CUNY campuses and facilitate college and career workshops. Through Explorers, students will explore the campus through a guided tour, meet college students and campus staff, and participate in a hands-on activity that promotes college readiness or introduces them to an academic area of study.

Participation Goals:

- 52 CUNY college undergraduate students, ages 18 to 24 will be hired and trained as CUNY Explorers Visit Guides at up to 15 CUNY campuses.
- The SYEP supported CUNY Explorers Visit Guides will ensure CUNY hosts up to 6,000 NYC youth on in-person and virtual tours including a majority of students participating in the 2025 Summer Rising Program - a partnership between New York City Public Schools and the NYC Department of Youth and Community Development. Summer Rising is a free, safe, and fun academic and enrichment program for NYC students currently in grades K-8. It will offer academic and enrichment programs over the course of the day, including field trips, arts activities, and outdoor recreation.
- Middle and High School tour participants will complete a post-tour survey and will indicate if and how the CUNY Explorers program may have had a direct impact on their positive view of the tour experience.
- CUNY student Visitor Guides are recruited, trained, and supervised by campus CUNY Explorer Coordinators and will assist with delivery of workshops and campus tours. Student Visit Guides are critical to the success of the program, as middle- and early high school students can see themselves in college if they see near-peers successfully navigating higher education.

Program Goals:

- An important goal of CUNY Explorers is to make sure that 6th through 10th grade NYC youth know that it is never too early to start thinking about college and that they can take action, even now, to turn their dreams into reality. This happens when NYC youth are able to personally connect with near-peer college students acting as Visitor Guides who share their personal stories and experiences. CUNY Explorers tours are not static campus tours, but deeply personal and engaging experiences that impact the young school-age student and the undergraduate leading them.
- NYC Youth who participate in CUNY Explorers visits can continue to be impacted by the tour in the days and weeks following the tour as they will have access to lessons and supportive materials via https://k16.cuny.edu/explorers/resources/
- Visit Guides will also support ongoing panel discussions with CUNY students and workshops on topics such as "College Majors," "College and Careers," and "A Typical Day of A College Student."

- Visit Guides will develop a deeper understanding and connection to their CUNY campus potentially increasing their drive and desire to graduate on-time.

Program Timeline and Deliverables:

- CUNY Campuses and K16 begin recruitment and hiring of student CE Visit Guides– March to June 2025
- K16 and CUNY campus teams begin outreach to Summer Rising CBOs to begging scheduling summer visits - May 2025
- Campuses complete required hiring paperwork for CE Visit Guides – June 2025
- One-week of training for Visit Guides including orientation to campus–July 2025
- CE Visit Guides perform ongoing campus tours live on campus or virtually, as well as various college access workshops with middle school and young high school participants - July to August 2025
- All student CE Visit Guides submit bi-weekly time sheets to their campus representatives – July to August 2025
- CE Visit Guides complete an end-of-summer impact survey and participate in a focus group, allowing K16 to collect actionable data on the impact that being a CUNY Explorers Visitor Guide had on these undergraduate students.

Outcomes Reporting Timeline

- May 2025 – Creation of qualitative and quantitative data collection tools to ensure proper measurement of program outcomes and broad impact.
- Late June 2025 – Final recruitment and enrollment #'s shared
- October 2025 - Report including qualitative and quantitative data on the impact that being a CUNY Explorer Visitor Guide had on the social-emotional, academic and career aspirations of participants.

THE STEM RESEARCH ACADEMY (STEM RA)

SCOPE OF WORK - Summer 2025

Program Overview:

Launched in 2013, CUNY K16 Initiative's STEM Research Academy (STEM RA) is an immersive, hands-on STEM research experience aimed at building strong STEM career identities among underrepresented students. For high school student participants there are two components to the STEM RA program. They complete a free, credit bearing, STEM-based College Now course and, second, participate in a hand-on project-based learning experience in small supportive teams supported by a faculty researcher, and supported by a near-peer mentor. During the project-based learning experiences students conduct various forms of scientific research either with existing projects tied to faculty at CUNY, or, in some cases, around projects created to support their learning and which have another role on the campus or in the community.. Leveraging CUNY's award-winning research faculty and facilities, STEM RA connects students with an interest in science to mentoring opportunities and the chance to engage in hands-on research in an academic research environment. The program aims to foster a passion for science through an enriching immersive academic experience for students who might not otherwise have access to research opportunities. Another key piece of this design is that each high school student is mentored and supported by one or many adults, either a CUNY faculty member, graduate student or undergraduate student.

Beyond the college course and summer research experience, student participants begin to build strong STEM career identities through participation in workshops and networking events that focus on science communication, introductions to non-traditional STEM career paths, socio-emotional college preparedness, and college major mapping. The culmination of the student's experience is a capstone project - a research poster exhibition of their summer research work. Near-peer mentors will support students in the creation and presentation of their posters.

Participating campuses include Baruch, BMCC, Brooklyn College, City College, City Tech, Hostos, John Jay, Kingsborough, LaGuardia, Lehman College, Medgar Evers, Queens College, Queensborough Community College, School for Professional Studies, York College and the Sound Thinking Program within the Creative Arts Team at K16.

STEM RA is an integral part of K-16 Initiative's broader strategy to build STEM pathways from high school into college and increase the numbers of underrepresented students pursuing STEM degrees and careers.

Participation Goals: STEM RA will recruit high school and undergraduate students aged 15 to 24 years old who haven't had substantial professional experience but who are ambitious, bright, and ready to explore, in hands-on ways, their own STEM career identity. 450 students will participate in the two engagement paths of the STEM RA Summer Program - 50 undergraduate student near-peer mentors, will

be recruited and trained to support at least 400 high school student participants. These internships will focus on Science, Technology, Engineering and Math ("STEM") and career-connected learning that is tied to evidence-informed high-need occupations in New York City.

For the 50 near-peer mentors we will prioritize recruitment from CUNY's associate degree programs. Undergraduate near-peer mentors are students who will act as supports, guides, mentors and educators to the STEM RA high school students working on their campus. The program will prioritize recruitment from CUNY's associate degree programs at 11 CUNY campuses. CUNY community college students are half as likely to participate in a paid internship before graduation than senior college students (7% vs. 14%). Special attention will be paid to recruit for those pursuing STEM degrees or those in education fields who seek greater experience leading others in structured educational experience.

Guiding our recruitment of all STEM RA students, we seek to attract populations that are not traditionally represented in STEM degree programs or career fields. The National Science Foundation identifies five populations underrepresented in STEM - women, persons with disabilities, Blacks, Hispanics, and American Indians/Alaskan natives. Pew Research Center reported that nationwide, African Americans earn 10% of all bachelor's degrees, yet earned only 7% of STEM degrees in 2018. Hispanics made up 15% of all bachelor's degrees earned, with only 12% of STEM degrees.

Program Goals:

CUNY's office of K16 Initiatives centrally manages and ensures the facilitation of the STEM RA program with the following goals -

- The program will run at up to 14 participating CUNY campuses and enroll a minimum of 450 participants ages 15 to 24 including New York City Public School high school students and matriculated CUNY undergraduates.
- The 450 STEM RA participants will engage in 6-weeks of structured learning and hands-on work related to STEM, education and higher ed fields.
- Support the participation in College Now learning experiences tied to specific STEM subjects, and where possible these learning experiences will also be tied to specific high need occupations.
- This program will support the development of career-connected and STEM experiences for NYC youth resulting in an increase in the number of New York City Public School high school students who graduate with college credits, which puts them on a path to economic security and better-informed career choices.
- Participation in the STEM RA program will stimulate each student's interest in STEM, increase the students' preparation for STEM pathways, and encourage participants' sense of agency in STEM learning.
- A majority of the STEM RA program participants will indicate that they are likely to pursue a degree or career in STEM.

Program Timeline and Deliverables:

- Campuses using the traditional STEM RA model with recruit, enroll and ensure course completion in the 2025 Spring Semester – January to April/May 2025
- Students are recruited into summer STEM RA programming, for traditional STEM RA students will transition from a Spring course to a summer research experience, and campuses running Summer Intensive models will recruit and enroll students in course and research experiences - April to July 2025
- CUNY Campuses and K16 begin recruitment and hiring of student undergraduate mentors and recruiting STEM RA participants – April to July 2025
- Campuses complete required hiring paperwork for undergrad mentors – June 2025
- Training for undergrad mentors around mentoring and Grouptrail online tracking system. –July 2025
- Summer Intensive students' complete course and research experience – July to August 2025
- STEM RA Traditional students complete research experience – July to August 2025
- Undergrad and Faculty mentors perform mentoring and support high school participants - July to August 2025
- All high school STEM RA participants participate in end of summer research presentation events – August 2025
- All student undergrad mentors submit bi-weekly time sheets to their campus representatives – July to August 2025
- Undergrad mentors complete an end-of-summer impact survey and may participate in a focus group, allowing K16 to collect actionable data on the impact that being an undergrad mentor had on these undergraduate students.
- High School participants complete an end-of-summer impact survey and may participate in a focus group, allowing K16 to collect actionable data on the impact of being an STEM RA participant.

Outcomes Reporting Timeline

- May 2025 – Creation of qualitative and quantitative data collection tools to ensure proper measurement of program outcomes and broad impact, including GroupTrail and survey tools.
- Late June/Early July 2025 – Final recruitment and enrollment #'s shared.
- October 2025 - Report including qualitative and quantitative data on the impact that being a STEM RA participant and Undergraduate Peer Mentor had on the social-emotional, academic and career aspirations of participants.

EXHIBIT B-2
FY2026 BUDGET
CUNY Career Launch/STEM RA/CUNY Explorers

	FY26 Career Launch	FY26 STEM RA	FY26 CUNY Explorers	FY26 Total
Central Office Personnel				
Personnel Manager	$39,387			$39,387
Personnel Supervisor	$37,132			$37,132
Personnel Coordinator (2)	$58,758			$58,758
Director	$118,428			$118,428
Senior Manager, Student	$45,085			$45,085
Senior Manager, College	$91,523			$91,523
Senior Manager, Data	$94,268			$94,268
Admin - Employer	$33,475			$33,475
Admin - InPlace and Data	$66,950			$66,950
Admin - Student	$33,475			$33,475
Total Salaries Program	**$618,481**			**$618,481**
Total Fringe + MTA	$220,179			$220,179
Total Central Personnel	**$838,660**			**$838,660**
Hub Program Staff				
Corps Directors (4)	$429,580			$429,580
Corps Managers (4)	$213,080			$213,080
Admin (4)	$128,504			$128,504
Training Facilitators	$16,000			$16,000
Total College Staff	**$787,164**			**$787,164**
FT Fringe+MTA	$274,534			$274,534
PT Fringe +MTA	$1,376			$1,376
College Fringe	**$275,910**			**$275,910**
Total College Personnel	**$1,063,074**			**$1,063,074**
OTPS				
Software and data platforms	$218,000	$12,000		$230,000
Finger printing	$70,000			$70,000
Survey incentive	$2,500			$2,500
Student Stipends		$675,675		$675,675
MetroCards		$10,200	$10,608	$20,808
Training Supplies		$14,374	$8,287	$22,661
Total OTPS	**$290,500**	**$712,249**	**$18,895**	**$1,021,644**

Students				
Near Peer Mentors		$127,680		$127,680
Visit Guides			$93,600	$93,600
Hub Peer Leaders	$40,320			$40,320
Intern wages (2000 students, 19 hours/week, 7 weeks)	$4,947,600			$4,947,600
Student wages	**$4,987,920**	**$127,680**	**$93,600**	**$5,209,200**
FT Fringe + MTA				$0
PT Fringe +MTA	$428,961	$10,980	$8,050	$447,991
Student Fringe	**$428,961**	**$10,980**	$8,050	$447,991
Total student wage & fringe	**$5,416,881**	**$138,660**	**$101,650**	**$5,657,191**
Subtotal	**$7,609,116**	**$850,909**	**$120,546**	**$8,580,571**
Indirect	$760,912	$85,091	$12,055	$858,056
Total Career Launch Budget	**$8,370,027**	**$936,000**	**$132,600**	**$9,438,627**