



**Mayor's Office of  
Operations**

December 27, 2018

Dear Speaker Johnson,

Local Laws 126, 127, and 128 of 2016 require the Mayor's Office of Operations to conduct an annual review of all forms issued by named agencies that meet criteria set forth in these laws, and to submit a report to the City Council within 60 days of such review that includes: a list of all forms reviewed, a list of all forms that are eligible for updating to include the demographic information specified in the laws (ancestry and languages spoken; multiracial identification; and sexual orientation and gender identity, respectively) , and for any forms deemed not eligible for updating, an explanation as to why the forms cannot be updated.

The criteria for reviewing the forms include:

- Forms that are voluntarily completed by persons seeking social services from designated agencies and the agency's contracted providers of social services;
  - "Social services"
    - DO include but are not limited to: day care, home care, homeless assistance, housing and shelter assistance, preventive services, youth services, and senior centers;
    - EXCLUDE other types of human services, such as health or medical services, including those provided by health maintenance organizations; legal services; employment assistance services, vocational and educational programs; and recreation programs.
- Forms that collect the enumerated types of demographic information (specified in each local law);
  - Local Law 126 of 2016 (ancestry groups and languages spoken)
  - Local Law 127 of 2016 (multiracial ancestry or ethnic origin)
  - Local Law 128 of 2016, as amended by Local Law 76 of 2018 (sexual orientation and gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual)
- Whether the agency has the authority to amend or edit (i.e. update) such forms.

In determining whether or not an agency has the authority to amend or edit (i.e. update) a form, Operations asked each relevant agency to cite any law, regulation, oversight agency, or contractual restriction that would prevent the agency from editing or amending the form. Operations also offered agencies an opportunity to comment if they had any practicability concerns with updating such forms to include expanded demographic questions and response options to reflect those which are in the local laws.

The agencies have evaluated all relevant forms against these criteria, and provided them to Operations for review. The results of each agency's findings and Operations' review are included in this report.

In accordance with the requirements of these local laws, the Mayor's Office of Operations will, prospectively, conduct this annual review as new forms are created and evaluated, and as we look forward to continuing to best serve residents of all backgrounds and identities.

Sincerely,

Jeff Thamkittikasem

Director

Mayor's Office of Operations

## Administration for Children’s Services (ACS)

ACS identified four forms that qualified for review as per the local law. Of the four forms, none of the forms were deemed eligible for updating.

ACS uses contractors for most services that they provide, but contractors must use ACS forms. Thus, the forms listed below include the forms that contractors use.

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
1	ACS	Division of Preventive Services Form LE-DSS-2921	No	<p>Not currently within agency’s authority to edit amend: Requires New York State Office of Temporary and Disability Services (OTDA) to amend in accordance with the following regulation:</p> <p><b>Required forms supplied by the department.</b> Local social services agencies shall use forms required by and furnished by the department unless local equivalents thereof are permitted and approved. A local equivalent may be in the form of punched cards, magnetic tape or other data processing media as well as printed records. The use of a local equivalent as a substitute for any such required form shall be approved by the department in advance of its use. Similarly, revisions of a previously approved local equivalent form shall be approved by the department in advance of its use. Approval shall be requested in accordance with the instructions of the department. The provisions of this section shall also apply to alternate required forms. 18 NYCRR § 320.1.</p>
2	ACS	Division of Child and Family Well-Being Childcare Application CFWB-012	No	<p>Not within agency’s authority to edit or amend: Requires Office of Children and Family Services (OCFS) permission to amend. <i>See 18 NYCRR 320.1.</i></p>
3	ACS	Division of Child and Family Well-Being Childcare Recertification	No	<p>Not within agency’s authority to edit or amend: Requires OCFS permission to amend. <i>See 18 NYCRR 320.1.</i></p>
4	ACS	Division of Family Well-Being Special Child Care Funding Application	No	<p>Does not collect demographic information addressing the questions contained on the Demographic Survey form.</p>

## Department for the Aging (DFTA)

DFTA identified five forms that qualified for review as per the local law. Of the five forms, three were deemed eligible for updating. These forms are the same intake forms administered by any DFTA contractor.

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
1	DFTA	Client Profile-Demographics and Social History	No	Select data fields on this Form are mandated for Federal reporting as described in Program Information Number 14-PI-02 issued by the New York State Office for the Aging.  Note: This form is included along with each DFTA form listed herein.
2	DFTA	Caregiver Assessment	Yes, with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups and languages spoken (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation (LL-128).
3	DFTA	FV Client Assessment	Yes, with respect to questions regarding languages spoken, as required by LL-126.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation and gender identity (LL-128).
4	DFTA	NORC Assessment	Yes, with respect to questions regarding languages spoken as required by LL-126.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation and gender identity (LL-128).

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
5	DFTA	Compass	No	Not within agency's authority to edit or amend: Part 6654 of Title 9 of the New York Codes, Rules and Regulations mandates the uniform assessment tool for all EISEP funded services. Compass is the uniform assessment tool developed and mandated by the New York State Office for the Aging.

## Department of Education (DOE)

DOE identified 27 forms that qualified for review as per the local law. Of the 27 forms, 15 were deemed eligible for updating.

DOE does not currently maintain an inventory of every form used by contractors in the City – this is mainly because there are more than 1800 schools, each of which has its own separate contracts. It should be noted that many of these contracts will likely terminate before the DOE is obligated to update forms pursuant to these local laws.

For purposes of this report, DOE has focused on intake forms used by some of the larger community based organizations that partner with community schools, as those contracts frequently provide direct services to students and families.

Excluded from the below list are forms from the Office of School Health, as its forms are used for the provision of health and mental health clinical services, and would not be completed by individuals voluntarily seeking social services.

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
1	DOE	Getting to Know You and Your Family Questionnaire - LYFE Program	Yes, with respect to questions regarding languages spoken as required by LL-126.	<p>This form has been identified as eligible for updating with respect to the aforementioned questions.</p> <p>This form does not contain questions regarding:</p> <ul style="list-style-type: none"> <li>(1) Ancestry groups (LL-126);</li> <li>(2) Multiracial ancestry or ethnic origin (LL-127); or</li> <li>(3) Sexual orientation and gender identity (LL-128).</li> </ul>
2	DOE	Referral Center Intake Form - Pathways to Graduation	<p>Yes, respect to questions regarding:</p> <ul style="list-style-type: none"> <li>(1) languages spoken as required by LL-126; and</li> <li>(2) gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.</li> </ul>	<p>This form has been identified as eligible for updating with respect to the aforementioned questions.</p> <p>This form does not contain questions regarding:</p> <ul style="list-style-type: none"> <li>(1) Ancestry groups (LL-126);</li> <li>(2) Multiracial ancestry or ethnic origin (LL-127); or</li> <li>(3) Sexual orientation (LL-128).</li> </ul>

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
3	DOE	Coop Tech Application	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126; and  (2) gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation (LL-128).
4	DOE	School - Student Registration Form	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126; and  (2) gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation (LL-128).
5	DOE	NYCEEC Full-Day Pre-K Program Registration Form	Yes, with respect to questions regarding languages spoken as required by LL-126.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); or (2) LL-127 (ancestry or ethnic origin).  In addition, although this form currently contains questions regarding gender identity, LL-128 does not require the agency to collect such information from persons under the age of 14.
6	DOE	Family Welcome Center Intake Form	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126; and  (2) gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or Sexual orientation (LL-128).

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
7	DOE	Third Party Statement of Residency	Yes, with respect to questions regarding gender identity* and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	<p>This form has been identified as eligible for updating with respect to the aforementioned questions.</p> <p>This form does not contain questions regarding:</p> <ul style="list-style-type: none"> <li>(1) Languages spoken and ancestry groups (LL-126);</li> <li>(2) Multiracial ancestry or ethnic origin (LL-127); or</li> <li>(3) Sexual orientation (LL-128).</li> </ul> <p>*In addition, DOE has indicated that it plans to remove questions on this form relating to gender identity; as such information is not necessary to provide the services sought with this form.</p>
8	DOE	Parent Affidavit of Residency	Yes, with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	See explanation above in DOE #7.
9	DOE	Parent Affidavit	Yes, with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	See explanation above in DOE #7.
10	DOE	Non-Parent Custodian Affidavit	Yes, with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	See explanation above in DOE #7.

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
11	DOE	G&T Application	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126; and  (2) gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation (LL-128).
12	DOE	HS Application	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126; and  (2) gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation (LL-128).
13	DOE	Contractor Form: Empire Enrollment Forms	Yes	
14	DOE	Contractor Form: 21st CCLC	Yes	
15	DOE	Contractor Form: ESD/SVP	Yes	
16	DOE	Home Language Identification survey	No	Not within agency's authority to edit amend: this form must comply with NYSED Commissioner's Regulation Part 154.
17	DOE	YABC Guidance Referral Form Y-1	No	This form does not contain questions regarding the demographic categories reflect in Local Laws 126, 127, and 128.
18	DOE	Federal Parent/Guardian Student Ethnic & Race Identification	No	Not within agency's authority to edit amend: It comports with Family Education Rights and Privacy Act of 1974 (FERPA) and related Federal guidance.



	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
19	DOE	NYCDOE Pre-Kindergarten Language Needs Survey	No	<p>While this form currently contains questions regarding languages spoken, the form must comply with the NYSED Commissioner’s Regulation Part 154, which restricts such questions from being edited.</p> <p>In addition, while this form currently contains questions regarding gender identity, LL-128 does not require the agency to collect such information from persons under the age of 14.</p>
20	DOE	ASD Application	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
21	DOE	ACES Application	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
22	DOE	Housing Questionnaire	No	Not within agency’s authority to edit amend: This form is mandated by the federal government and complies with McKinney-Vento federal law.
23	DOE	ELL Parent Survey and Program Agreement	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
24	DOE	ReStart Intake Form	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
25	DOE	Learning to Work Transfer School Parent Consent Form	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
26	DOE	Kindergarten Application	No	<p>While this form currently contains questions regarding languages spoken, the form must comply with the NYSED Commissioner’s Regulation Part 154, which restricts such questions from being edited.</p> <p>In addition, while this form currently contains questions regarding gender identity, LL-128 does not have the agency collect such information from persons under the age of 14.</p>
27	DOE	MS Application	No	<p>While this form currently contains questions regarding languages spoken, the form must comply with the NYSED Commissioner’s Regulation Part 154, which restricts such questions from being edited.</p> <p>In addition, while this form currently contains questions regarding gender identity, LL-128 does not have the agency collect such information from persons under the age of 14.</p>

## Department of Health and Mental Hygiene (DOHMH)

DOHMH identified 23 forms that qualified for review as per the local law. Of the 23 forms, four were deemed eligible for updating.

Of the three social service programs that qualified for review as per the local law, the same relevant forms are used by both DOHMH staff and relevant program contractors. Therefore, the 23 forms represent the entirety of forms that qualified for form review.

Excluded from the below list are forms from the Office of School Health, as its forms are used for the provision of health and mental health clinical services, and would not be completed by individuals voluntarily seeking social services.

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
1	DOHMH	Intake Form – Newborn Home Visiting Program	Yes, with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups and languages spoken (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation (LL-128).
2	DOHMH	Client Information Form – Healthy Start Brooklyn	Yes, with respect to questions regarding:  (1) languages spoken and ancestry groups as required by LL-126; and  (2) multiracial ancestry or ethnic origin as required by LL-127.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding sexual orientation and gender identity (LL-128).
3	DOHMH	Partner Information Form – Healthy Start Brooklyn	Yes	

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
4	DOHMH	Infant Information Form – Healthy Start Brooklyn	Yes, with respect to questions regarding:  (1) ancestry groups as required by LL-126; and  (2) multiracial ancestry or ethnic origin as required by LL-127.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Languages spoken (LL-126); (2) Sexual orientation and gender identity (LL-128).
5	DOHMH	Infant Birth Form	No	Legal: This form is not within the agency's authority to edit or amend, as it is a proprietary form belonging to the Nurse-Family Partnership National Service Office, of which DOHMH operates an affiliate program. Nurse-Family Partnership programs must use the forms issued by the National Service Office.
6	DOHMH	Patient Health Questionnaire-9	No	See explanation above in DOHMH #5.
7	DOHMH	Alternative Encounter	No	See explanation above in DOHMH #5.
8	DOHMH	Client Funding Source	No	See explanation above in DOHMH #5.
9	DOHMH	ASQ (ASQ-3)	No	See explanation above in DOHMH #5.
10	DOHMH	Infant Health Care	No	See explanation above in DOHMH #5.
11	DOHMH	Use of Government & Community Services	No	See explanation above in DOHMH #5.
12	DOHMH	Client Dismissal/Transfer	No	See explanation above in DOHMH #5.
13	DOHMH	Clinical IPV Assessment	No	See explanation above in DOHMH #5.
14	DOHMH	Health Habits	No	See explanation above in DOHMH #5.
15	DOHMH	"Maternal Health Assessment: Pregnancy– Intake"	No	See explanation above in DOHMH #5.
16	DOHMH	Demographics: Pregnancy – Intake	No	See explanation above in DOHMH #5.

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
17	DOHMH	"Edinburgh Postnatal Depression Scale (EPDS)"	No	See explanation above in DOHMH #5.
18	DOHMH	DANCE ETO Coding Sheet	No	See explanation above in DOHMH #5.
19	DOHMH	Generalized Anxiety Disorder – 7 (GAD-7)	No	See explanation above in DOHMH #5.
20	DOHMH	STAR Framework	No	See explanation above in DOHMH #5.
21	DOHMH	Demographics Update	No	See explanation above in DOHMH #5.
22	DOHMH	Referrals to Services	No	See explanation above in DOHMH #5.
23	DOHMH	Referrals to NFP Program	No	See explanation above in DOHMH #5.

## Department of Social Services (DSS), Human Resources Administration (HRA) & Department of Homeless Services (DHS)

DSS / HRA/ DHS identified 14 forms that qualified for review as per the local law. Of the 14 forms, two were deemed eligible for updating. The seven HRA forms are used by HRA for the application or recertification of public benefits which are created and issued by New York State, and the seven DHS forms are used by DHS contracted providers that deliver homeless prevention assistance and temporary housing programs for families with children.

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
1	HRA	ACCESS HRA Cash Assistance Application	No	<p>Not currently within agency’s authority to edit or amend: Requires DSS/HRA’s oversight agency, New York State Office of Temporary and Disability Assistance (OTDA), to amend in accordance with the following regulation: 18 NYCRR §320.1, which states the following:</p> <p><b>“Required forms supplied by the department.</b> Local social services agencies shall use forms required by and furnished by the department unless local equivalents thereof are permitted and approved. A local equivalent may be in the form of punched cards, magnetic tape or other data processing media as well as printed records. The use of a local equivalent as a substitute for any such required form shall be approved by the department in advance of its use. Similarly, revisions of a previously approved local equivalent form shall be approved by the department in advance of its use. Approval shall be requested in accordance with the instructions of the department. The provisions of this section shall also apply to alternate required forms.”</p> <p>Although the actual ACCESSHRA Online Cash Assistance Application cannot be updated to reflect this information, DSS/HRA will capture questions regarding sexual orientation, gender identity, and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76. This information via a voluntary Tier I assessment may be completed by the client at the time of application. The current objective is a June 2019 implementation.</p> <p>Discussions are underway to also include, in this Tier I assessment, the information required pursuant to LL 126 of 2016 and LL 127 of 2016.</p>

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
2	HRA	LDSS-2921 - New York State Application for Certain Benefits and Services (Common Application for CA, SNAP, and/or MA)	No	Not currently within agency's authority to edit or amend: Requires DSS/HRA's oversight agency, New York State Office of Temporary and Disability Assistance (OTDA), to amend in accordance with the following regulation: 18 NYCRR §320.1 (as explained in HRA #1).
3	HRA	LDSS-3174 - New York State Recertification Form For Certain Benefits and Services (CA recertification )	No	Not currently within agency's authority to edit or amend: Requires DSS/HRA's oversight agency, New York State Office of Temporary and Disability Assistance (OTDA), to amend in accordance with the following regulation: 18 NYCRR §320.1 (as explained in HRA #1).
4	HRA	LDSS-4826 - Supplemental Nutrition Assistance Program (SNAP) Application/R ecertification (SNAP-Only application/re certification)	No	Not currently within agency's authority to edit or amend: Requires DSS/HRA's oversight agency, New York State Office of Temporary and Disability Assistance (OTDA), to amend in accordance with the following regulation: 18 NYCRR §320.1 (as explained in HRA #1).
5	HRA	DOH-4220 - Access NY Health Care Medicaid (Application for non-MAGI individuals)	No	Not currently within agency's authority to edit or amend: Requires New York State Department of Health permission to amend. <u>See</u> 18 NYCRR § 320.1 (explained under HRA Form # 1).
6	HRA	DOH-4328 - Medicare Savings Program Application	No	Not currently within agency's authority to edit or amend: Requires New York State Department of Health permission to amend. <u>See</u> 18 NYCRR § 320.1 (explained under HRA Form # 1)

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
7	HRA	DOH-4495A - Access NY Supplement A Form	No	Not currently within agency's authority to edit or amend: Requires New York State Department of Health permission to amend. <u>See</u> 18 NYCRR § 320.1 (explained under HRA Form # 1)
8	DHS	DYCD to DHS Shelter Referral Worksheet Form	Yes	
9	DHS	Temporary Housing Application	Yes, with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	<p>This form has been identified as eligible for updating with respect to the aforementioned questions.</p> <p>This form does not contain questions regarding:</p> <ul style="list-style-type: none"> <li>(1) Ancestry groups and languages spoken (LL-126)*;</li> <li>(2) Multiracial ancestry or ethnic origin (LL-127)*; or</li> <li>(3) Sexual orientation (LL-128).</li> </ul> <p>*In addition, DSS/HRA has indicated that internal discussions have begun on the feasibility of including demographic indicators consistent with LL-126 (ancestry groups and languages spoken) and LL-127 (multiracial ancestry or ethnic origin).</p>
10	DHS	Temporary Housing Assistance Client Worksheet	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
11	DHS	Diversion Questionnaire Form	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
12	DHS	Intake Questionnaire Form	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
13	DHS	Reasonable Accommodation Request Form	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).



	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
14	DHS	Health Screening Form	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).

## Department of Youth and Community Development (DYCD)

DYCD identified 27 forms that qualified for review as per the local law. Of the 27 forms, 19 were deemed eligible for updating.

The paper version of the DYCD online universal application form is used by contractors that provide COMPASS, Beacon, Cornerstone and Literacy programs. These contractors are transitioning to using the online version of this form.

Contractor forms used for the Train and Earn and Learn and Earn programs funded by the federal Workforce Innovation and Opportunity Act (WIOA) were also reviewed. Most providers use their own versions of the application and individual assessment form, and DYCD is creating a new standard WIOA intake/application form that all providers can use in early 2019.

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
1	DYCD	Online universal application form	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126;  (2) multiracial ancestry or ethnic origin as required by LL-127; and  (3) sexual orientation, gender identity, and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions  This form does not contain questions regarding ancestry groups (LL-126).
2	DYCD	Summer Youth Employment Program Application Form	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126;  (2) multiracial ancestry or ethnic origin as required by LL-127; and  (3) gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); or (2) Sexual orientation (LL-128).

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
3	DYCD	Community Services Block Grant (CSBG) Intake/Application Form	<p>Yes, with respect to questions regarding:</p> <p>(1) languages spoken as required by LL-126;</p> <p>(2) multiracial ancestry or ethnic origin as required by LL-127; and</p> <p>(3) gender identity, and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.</p>	<p>This form has been identified as eligible for updating with respect to the aforementioned questions.</p> <p>This form does not contain questions regarding:</p> <p>(1) Ancestry groups (LL-126); or (2) Sexual orientation (LL-128).</p>
4	DYCD	Learn & Earn: CPC- Manhattan Learn & Earn Program Application	<p>Yes, with respect to questions regarding:</p> <p>(1) languages spoken as required by LL-126; and</p> <p>(2) gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.</p>	<p>This form has been identified as eligible for updating with respect to the aforementioned questions.</p> <p>This form does not contain questions regarding:</p> <p>(1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation (LL-128).</p>
5	DYCD	Learn & Earn: Global Kids Student Enrollment Form 2018-2019	<p>Yes, with respect to questions regarding:</p> <p>(1) languages spoken as required by LL-126;</p> <p>(2) multiracial ancestry or ethnic origin as required by LL-127; and</p> <p>(3) gender identity, and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.</p>	<p>This form has been identified as eligible for updating with respect to the aforementioned questions.</p> <p>This form does not contain questions regarding:</p> <p>(1) Ancestry groups (LL-126); or (2) Sexual orientation (LL-128).</p>

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
6	DYCD	Learn & Earn: Horizons Academy	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
7	DYCD	Learn & Earn: Samuel Field Y	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
8	DYCD	Learn & Earn: United Activities Unlimited (UAU) Pre-Intake Interview Form	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
9	DYCD	Train & Earn: Comprehensive Development , Inc.	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
10	DYCD	Train & Earn: CMP OSY Application Interview Questions (ISS/IEP)	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126; and  (2) multiracial ancestry or ethnic origin as required by LL-127.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation and gender identity (LL-128).

Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
11	DYCD Train & Earn: CMP Out-of-School Youth Program (OSY) Application Form	Yes, with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	<p>This form has been identified as eligible for updating with respect to the aforementioned questions.</p> <p>This form does not contain questions regarding:</p> <ul style="list-style-type: none"> <li>(1) Ancestry groups and languages spoken (LL-126);</li> <li>(2) Multiracial ancestry or ethnic origin (LL-127); or</li> <li>(3) Sexual orientation (LL-128).</li> </ul>
12	DYCD Train & Earn: Cypress Hills LDC The Champion Network	<p>Yes, with respect to questions regarding:</p> <ul style="list-style-type: none"> <li>(1) languages spoken as required by LL-126;</li> <li>(2) multiracial ancestry or ethnic origin as required by LL-127; and</li> <li>(3) with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.</li> </ul>	<p>This form has been identified as eligible for updating with respect to the aforementioned questions.</p> <p>This form does not contain questions regarding:</p> <ul style="list-style-type: none"> <li>(1) Ancestry groups (LL-126); or</li> <li>(2) Sexual orientation (LL-128).</li> </ul>
13	DYCD Train & Earn: Eckerd Connects - Individual Service Strategy (ISS) For Out-of-School Youth	<p>Yes, with respect to questions regarding:</p> <ul style="list-style-type: none"> <li>(1) languages spoken as required by LL-126;</li> <li>(2) multiracial ancestry or ethnic origin as required by LL-127; and</li> <li>(3) with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.</li> </ul>	<p>This form has been identified as eligible for updating with respect to the aforementioned questions.</p> <p>This form does not contain questions regarding:</p> <ul style="list-style-type: none"> <li>(1) Ancestry groups (LL-126); or</li> <li>(2) Sexual orientation (LL-128).</li> </ul>

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
14	DYCD	Train & Earn: Eckerd Connects - Career Connection Program Application	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
15	DYCD	Train & Earn: FEDCAP The Power of Possible Youth Training Network Program	Yes, with respect to questions regarding: (1) languages spoken as required by LL-126; and (2) gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation (LL-128).
16	DYCD	Train & Earn: Moshulu Montefiore Community Center Individual Service Strategy Intake Form	Yes, with respect to questions regarding: (1) languages spoken as required by LL-126; (2) multiracial ancestry or ethnic origin as required by LL-127; and (3) with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); or (2) Sexual orientation (LL-128).
17	DYCD	Train & Earn: Northern Manhattan Improvement Corporation – Train & Earn Applicant Interview	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).

Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
18	DYCD Train & Earn: NYSARC, Inc – Careers Intake Questionnaire	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
19	DYCD Train & Earn: Opportunities for A Better Tomorrow – Intake Application	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126;  (2) multiracial ancestry or ethnic origin as required by LL-127; and  (3) with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); or (2) Sexual orientation (LL-128).
20	DYCD Train & Earn: Opportunities for A Better Tomorrow – General Intake Questionnaire	Yes, with respect to questions regarding:  (1) languages spoken and ancestry groups as required by LL-126; and  (2) multiracial ancestry or ethnic origin as required by LL-127; and  (3) with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding sexual orientation (LL-128).

	Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
21	DYCD	Train & Earn: Samuel Field Y – Educational & Vocational Excellence Program WIOA Youth Assessment and Individual Services Strategy	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126; and  (2) gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation (LL-128).
22	DYCD	Train & Earn: St. Nicks Alliance – Intake Application	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126;  (2) multiracial ancestry or ethnic origin as required by LL-127; and  (3) with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); or (2) Sexual orientation (LL-128).
23	DYCD	Train & Earn: Sunnyside Community Services – WIOA Individualized Service Strategy for OSY	Yes, with respect to questions regarding gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups and languages spoken (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation (LL-128).



Agency	Form Name	Is the Form "eligible" for updating?	If not "eligible" for updating – reason;
24	DYCD Train & Earn: The Door - Career and Education Student Intake Form	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126;  (2) multiracial ancestry or ethnic origin as required by LL-127; and  (3) sexual orientation, gender identity, and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions  This form does not contain questions regarding ancestry groups (LL-126).
25	DYCD Train & Earn: The Door – Individualized Service Strategy	No	This form does not contain questions about demographic information relating to the requirements of LL-126 (ancestry groups and languages spoken), LL-127 (multiracial ancestry or ethnic origin), or LL-128 (sexual orientation and gender identity).
26	DYCD Train & Earn: The Door – Bronx Youth Center – Required Questions Needed for DYCD Enrollment	Yes, with respect to questions regarding languages spoken as required by LL-126.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (4) Ancestry groups (LL-126); (5) Multiracial ancestry or ethnic origin (LL-127); or Sexual orientation and gender identity (LL-128).
27	DYCD Train & Earn: United Activities Unlimited	Yes, with respect to questions regarding:  (1) languages spoken as required by LL-126; and  (2) gender identity and the gender pronoun or pronouns that an individual identifies with and that others should use when talking to or about that individual as required by LL-128, as amended by LL-76.	This form has been identified as eligible for updating with respect to the aforementioned questions.  This form does not contain questions regarding:  (1) Ancestry groups (LL-126); (2) Multiracial ancestry or ethnic origin (LL-127); or (3) Sexual orientation (LL-128).