

Immigrant Services Manual



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Acknowledgments

ORIGINALLY PREPARED IN 2008 BY:

Daniel Browne
Office of the New York City Public Advocate,
Betsy Gotbaum

Laurel Tumarkin
Office of the New York City Public Advocate,
Betsy Gotbaum

Mark Woltman
Office of the New York City Public Advocate,
Betsy Gotbaum

Susie A. Han
Office of the New York City Public Advocate,
Betsy Gotbaum

EDITED IN 2013 BY:

Community Service Society

Fund for Public Advocacy

Mayor's Office of Immigrant Affairs

MET Council

New York Immigration Coalition

New York State Office for New Americans

NYC Human Resource Administration

Office of the Public Advocate, Bill de Blasio

Rodolfo Estrada, Esq.

Treva Patton

SPECIAL THANKS TO:

Alexander Schinis
Arabic Translator

Andrea Hernandez
Spanish Language Reviewer

Arab American Association of New York
Arabic Legal Reviewer

Barbara Weiner, Esq.
Empire State Justice Center

Belinda Mondjo
Haitian Creole Language Reviewer

Chulhoon Kim (Daniel)
Korean Translator

Dajing Hu
Chinese Translator

Javier Collazo Justiniano
Spanish Translator

Mazeda Uddin
Alliance of South Asian American Labor

Mohamed Rachidi
Arabic Language Reviewer

Naz Islam
Bengali Language Translator

Olga Avrasina, Esq.
Russian Legal Reviewer

Pierrot Vaval
Haitian Creole Translator

Rodolfo Estrada, Esq.
Spanish Legal Reviewer

Svetlana Samandyk
Russian Translator

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Public Services for Immigrant New Yorkers: The Facts

Many immigrants do not apply for benefits because they are afraid it will put their immigration status at risk. This section will replace many myths and misconceptions with the facts. Common myths include that immigrants won't be able to get back in the country if they leave or that if they apply for non-cash benefits it could affect their chances of becoming a legal resident or citizen. Various other untrue myths are often spread in immigrant neighborhoods, including that applying for benefits can affect their credit score, hurt their child's chance of receiving financial aid for college, and even being put on top of the list to be drafted for war!

FACT: If a legal permanent resident obtains benefits, even cash benefits, it does not affect their eligibility to obtain citizenship, unless obtained fraudulently.

FACT: According to federal and state law, localities are authorized to seek reimbursement from sponsors of immigrants for certain public benefits that are utilized by sponsored immigrants, based on the Affidavit of Support (I-864, submitted as part of certain immigration applications to USCIS).

FACT: The amount of benefits your family can receive will reflect the number of people in the family who are citizens or have an eligible immigration status (for benefits which require immigration status).

FACT: NYC Executive Order 41 protects the confidentiality of anyone seeking City services, including immigration status. Human Resources Administration (HRA) staff will only ask for your immigration status if it is required to determine eligibility or if it is required by law.

FACT: You have the right to an interpreter at any government agency.

FACT: For federal programs that look at household income (such as SNAP, Cash Assistance, or HEAP), an ineligible (PRUCOL or undocumented) adult can apply for eligible household members (citizen children or qualified immigrant children).

Eligibility Categories Used to Qualify for Public Services

QUALIFIED IMMIGRANT

For definitions of the terms in bold, see the glossary at the end of this guide.

In general, only **U.S. citizens**, **U.S. nationals**, or immigrants with a **qualified alien/ qualified immigrant**¹ status can qualify for federal public benefits.

A qualified immigrant is one of the following:

- **Lawful Permanent Resident (Permanent Resident Alien or Green Card Holder)**
- **Lawfully residing active duty service member or honorably discharged veteran and their families**
- **Refugee**
- **Asylee**
- **Immigrant whose deportation or removal is being withheld**
- **Cuban or Haitian entrant**
- **Amerasians**
- **Trafficked immigrant (T visa holders)**

¹ "Qualified Alien" is a federal term but this manual will use the term "qualified immigrants".

- **Immigrant granted parole in the United States (for at least one year)**
- **Battered immigrant spouses and children of U.S. citizens or lawful permanent residents**

PRUCOL (PERMANENTLY RESIDING UNDER COLOR OF LAW)

Certain state and local public benefit programs are available to immigrants who are **PRUCOL**. The PRUCOL category is used to describe many different situations in which an immigrant can receive certain benefits. Like “qualified immigrant”, PRUCOL is not an official immigration status. There is no PRUCOL (Permanently Residing Under Color of Law) eligibility category for federal benefit programs. Which immigrants are included under PRUCOL has varied between the state/local benefit programs, and it is the benefit granting agency that makes the determination whether the individual is PRUCOL, not the U.S. Citizenship and Immigration Service (USCIS). There is no general universally accepted definition.

In New York, PRUCOL is defined differently to determine eligibility for medical assistance than it is defined in the cash assistance program. This is in part because two different state agencies are responsible for setting the rules of the medical and cash assistance programs. The cash assistance program, administered by the Office of Temporary and Disability Assistance (OTDA) defines PRUCOL much more narrowly than it’s defined for the purpose of medical assistance eligibility. As a result, an immigrant who is eligible for Medicaid based on meeting the rules for PRUCOL eligibility in the medical assistance program may not be eligible for cash assistance.

To be eligible for cash assistance as PRUCOL, an immigrant must have been given permission by the U.S. Citizenship and Immigration Service to be living here. For example, an immigrant with U nonimmigrant status or who has been granted deferred action is considered PRUCOL in both the cash and medical assistance programs. However, an immigrant who is first applying for a U status, or for some other immigration benefit like asylum, though treated as PRUCOL for Medicaid benefits, will not be eligible for cash assistance. That is because the Department of Health (DOH), which administers the medical assistance program, uses a more generous definition of PRUCOL to include immigrants who are living in the United States with the knowledge and consent *or acquiescence* of USCIS. Because immigrants are generally not deported while they have an application for a status pending with the USCIS, DOH considers them PRUCOL. OTDA does not and so they would not be eligible for cash assistance. Another difference in treatment between the two programs is with immigrants who have been granted Temporary Protected Status (TPS). Individuals with TPS are considered PRUCOL by DOH and are therefore eligible for medical assistance. They are not classified as PRUCOL in the cash assistance program.

LAWFULLY PRESENT

Beginning January 2014, a new federal benefit category, “lawful presence” will be introduced to describe immigrants who will be eligible to use New York’s Healthcare Exchange, through which most applications for medical assistance will be processed in the future. People will still be able to go to their local HRA office to apply for Medicaid if they prefer. The Healthcare Exchange is being set up under the Affordable Care Act (ACA, also known as “Obamacare”).

Under the ACA, everyone except immigrants who are not in a status meeting the federal definition of “**lawfully present**” will be required to have health insurance. People considered not lawfully present, who are therefore not eligible to use the Healthcare Exchange, are exempt from this requirement. In the Exchange, the federal government will provide subsidies to help low income people buy private health insurance through tax credits and cost sharing. To be eligible for these federal subsidies, an immigrant must be in a “lawfully present” immigration category.

To be considered “lawfully present” an immigrant must be a resident of the state and the region covered by the Exchange and must:

- Be in a “qualified immigrant” status described earlier in this section, or
- Have currently valid employment authorization, or
- Be an applicant for Special Juvenile Status (SIJ), or
- Have a currently valid **nonimmigrant** visa (like a **U visa**, a work visa or a student visa), or
- Have been granted parole for a period of less than a year, or
- Be in Temporary Protected Status (TPS), or
- Be an applicant for permanent resident status with an approved visa petition, or
- Have been granted Deferred Enforced Departure, or
- Have been granted deferred action.

However, people who have received Deferred Action through the Deferred Action for Childhood Arrivals (DACA) program will not be eligible for the Healthcare Exchange or any federal public benefit even though they are considered to be lawfully residing under immigration law. All others with deferred action are eligible to use the Healthcare Exchange although they are generally ineligible for any other federal benefit.

The DACA program was introduced in June of 2012. Under the program, deferred action is granted for a two (2) year period to undocumented immigrants who came to the United States when they were under the age of 16, if they meet several conditions. The two year period is renewable. Someone who is under deferred action is protected from being deported and is eligible for work authorization. In New York, deferred action is considered a PRUCOL category, regardless of the basis on which deferred action was granted. Therefore people granted DACA, like anyone else granted deferred action, are eligible for state and local public benefits.

UNDOCUMENTED

People who are living in the U.S. without the express or implied permission of DHS are referred to as **undocumented immigrants**. They are generally ineligible for most federal or state and local public benefits. However, there are several benefits that people without status can receive such as WIC, Emergency Medicaid and medical assistance for pregnant women and for children. This manual describes these programs and their eligibility rules.

How to Read the Public Services Chart with Eligibility Categories

For each service, this guide tells you who qualifies: qualified immigrants, PRUCOL immigrants, and undocumented immigrants. For an overview of which eligibility category you need to obtain to receive each service, please see the chart below.

To read the chart, you can either:

- 1) Choose an eligibility category from the top row and go down the column to see what services you qualify for, or
- 2) Choose a service from the first column and go across the page to see what eligibility category you must be in to qualify for the benefit.

In the chart, a “√” means that the person in the eligibility category can qualify for the service and a “No” means the person does NOT qualify for the service.

Remember, even if you are undocumented, you can still apply for services for an eligible child.

Public Services Chart with Eligibility Categories

	Lawful Permanent Resident (LPR) (Green Card Holder)	Lawfully residing active duty service member or honorably discharged veteran and their families	Refugee	Asylee	Deportation or removal withheld	Cuban/Haitian entrant	Amerasian	Victims of Trafficking (T visa)	Granted Parole in the U.S. (at least 1 year)	Battered immigrant spouses and children of U.S. citizen or LPR	PRUCOL (includes U visa holder)	Undocumented
	QUALIFIED IMMIGRANTS										PRUCOL	Undocumented
	Humanitarian Entrants											
Financial Assistance Programs												
Supplemental Security Income (SSI)	√ ¹	√	√ ²	√ ²	√ ²	√ ²	√ ²	√ ²	No	No	No	No
Social Security Disability Insurance (SSD)	√	√	√	√	√	√	√	√	√	√	No ³	No
Home Energy Assistance Program (HEAP) (Regular)	√	√	√	√	√	√	√	√	√	√	No	No
Home Energy Assistance Program (HEAP) (Emergency)	√	√	√	√	√	√	√	√	√	√	No	No
Cash Assistance (Family Assistance)	√ ⁴	√	√	√	√	√	√	√	√ ⁴	√ ⁴	No	No
Cash Assistance (Safety Net Assistance)	√	√	√	√	√	√	√	√	√	√	√ ⁵	No
Reduced Fare MetroCard for Seniors	√	√	√	√	√	√	√	√	√	√	√	√
Reduced Fare MetroCard for Disabled	√	√	√	√	√	√	√	√	√	√	√	√
Unemployment Insurance	√	√	√	√	√	√	√	√	√	√	√ ⁶	No

√¹ Eligible for SSI if you are an LPR and can be credited with a substantial work history OR were lawfully residing in the U.S. on 8/22/96 and are now disabled.

√² If entry to U.S. was after 8/22/96, you are eligible for only 7 years after entry. To continue to receive SSI after that you must become a U.S. citizen.

No³ Unless you are also a lawfully residing immigrant.

√⁴ There is a 5 year bar, but you are eligible for Safety Net Assistance.

√⁵ You must have a document from USCIS giving you permission to be in the U.S.

√⁶ You must have a valid, work authorized, SSN.

	Lawful Permanent Resident (LPR) (Green Card Holder)	Lawfully residing active duty service member or honorably discharged veteran and their families	Refugee	Asylee	Deportation or removal withheld	Cuban/Haitian entrant	Amerasian	Victims of Trafficking (T visa)	Granted Parole in the U.S. (at least 1 year)	Battered immigrant spouses and children of U.S. citizen or LPR	PRUCOL (includes U visa holder)	Undocumented
	QUALIFIED IMMIGRANTS										PRUCOL	Undocumented
	Humanitarian Entrants											
Tax Credit Programs												
Child Tax Credit (Federal)	√	√	√	√	√	√	√	√	√	√	√	√
Empire State Child Tax Credit (State)	√	√	√	√	√	√	√	√	√	√	√	√
Child and Dependent Care Tax Credit (Federal)	√	√	√	√	√	√	√	√	√	√	√	√
Child and Dependent Care Tax Credit (State)	√	√	√	√	√	√	√	√	√	√	√	√
Child and Dependent Care Tax Credit (City)	√	√	√	√	√	√	√	√	√	√	√	√
Earned Income Tax Credit (EITC) (Federal)	√	√	√	√	√	√	√	√	√	√	√ ⁷	No
Earned Income Tax Credit (EITC) (State)	√	√	√	√	√	√	√	√	√	√	√	No
Earned Income Tax Credit (EITC) (City)	√	√	√	√	√	√	√	√	√	√	√	No
School Tax Relief (STAR) (Basic and Enhanced)	√	√	√	√	√	√	√	√	√	√	√	No
Senior Citizen Homeowner's Exemption (SCHE)	√	√	√	√	√	√	√	√	√	√	√	No
Disabled Homeowner's Exemption (DHE)	√	√	√	√	√	√	√	√	√	√	√	No
Veteran's Exemption	√	√	√	√	√	√	√	√	√	√	√	No

⁷ You and qualifying child must have a valid, work authorized SSN, for state and city EITC.

	Lawful Permanent Resident (LPR) (Green Card Holder)	Lawfully residing active duty service member or honorably discharged veteran and their families	Refugee	Asylee	Deportation or removal withheld	Cuban/Haitian entrant	Amerasian	Victims of Trafficking (T visa)	Granted Parole in the U.S. (at least 1 year)	Battered immigrant spouses and children of U.S. citizen or LPR	PRUCOL (includes U visa holder)	Undocumented
	QUALIFIED IMMIGRANTS										PRUCOL	Undocumented
	Humanitarian Entrants											
Food and Nutrition Programs												
Supplemental Nutrition Assistance Program (SNAP) ²	√ ⁸	√	√	√	√	√	√	√	√ ⁸	√ ⁸	No	No
School Meals (Breakfast and Lunch)	√	√	√	√	√	√	√	√	√	√	√	√
Summer Meals (Breakfast and Lunch)	√	√	√	√	√	√	√	√	√	√	√	√
Women, Infants, and Children Program (WIC)	√	√	√	√	√	√	√	√	√	√	√	√
Commodity Supplemental Food Program (CSFP)	√	√	√	√	√	√	√	√	√	√	√	√
Programs for Children												
Child Care	√	√	√	√	√	√	√	√	√	√	No ⁹	No ⁹
Head Start	√	√	√	√	√	√	√	√	√	√	√	√
Universal Prekindergarten (UPK)	√	√	√	√	√	√	√	√	√	√	√	√
Out-of-School Time (OST)	√	√	√	√	√	√	√	√	√	√	√	√

√⁸ There is a 5 year wait if you are an adult who is not disabled or have earned or can be credited with 40 quarters (10 years) of payments to Social Security.

No⁹ Children who have a qualified immigrant status or are citizens are eligible for childcare regardless of the status of the parent.

² Formerly known as Food Stamps.

	Lawful Permanent Resident (LPR) (Green Card Holder)	Lawfully residing active duty service member or honorably discharged veteran and their families	Refugee	Asylee	Deportation or removal withheld	Cuban/Haitian entrant	Amerasian	Victims of Trafficking (T visa)	Granted Parole in the U.S. (at least 1 year)	Battered immigrant spouses and children of U.S. citizen or LPR	PRUCOL (includes U visa holder)	Undocumented
	QUALIFIED IMMIGRANTS										PRUCOL	Undocumented
	Humanitarian Entrants											
Health Insurance Programs												
Healthy NY (Working Individuals) ³	√	√	√	√	√	√	√	√	√	√	√	√
Healthy NY (Sole Proprietor) ⁴	√	√	√	√	√	√	√	√	√	√	√	No
Healthy NY (Small Employer)	√	√	√	√	√	√	√	√	√	√	√	No
Medicaid	√	√	√	√	√	√	√	√	√	√	√	No
Medicaid Excess Income	√	√	√	√	√	√	√	√	√	√	√	No
Family Health Plus ⁵	√	√	√	√	√	√	√	√	√	√	√	No
Children's Medicaid	√	√	√	√	√	√	√	√	√	√	√	No
Child Health Plus	√	√	√	√	√	√	√	√	√	√	√	√
Medicaid Prenatal Care	√	√	√	√	√	√	√	√	√	√	√	√
Family Planning Benefit Program (FPBP)	√	√	√	√	√	√	√	√	√	√	√	No
Family Planning Extension Program (FPEP)	√	√	√	√	√	√	√	√	√	√	√	√

³ This program will end December 2013. Those in the program will be transferred into the Healthcare Exchange. Those whose status makes them ineligible for the Exchange (i.e. who are not “lawfully residing”—a somewhat narrower classification than PRUCOL) will only have the private market available.

⁴ See Footnote 3 above.

⁵ Family Health Plus will disappear as a separate program at the end of December 2013. Most participants will be eligible for the Medicaid Expansion program. Those whose income is too high for Medicaid will go into the Healthcare Exchange Program.

	Lawful Permanent Resident (LPR) (Green Card Holder)	Lawfully residing active duty service member or honorably discharged veteran and their families	Refugee	Asylee	Deportation or removal withheld	Cuban/Haitian entrant	Amerasian	Victims of Trafficking (T visa)	Granted Parole in the U.S. (at least 1 year)	Battered immigrant spouses and children of U.S. citizen or LPR	PRUCOL (includes U visa holder)	Undocumented
	QUALIFIED IMMIGRANTS										PRUCOL	Undocumented
	Humanitarian Entrants											
Health Insurance Programs												
Medicare (Parts A and B) ⁶	√	√	√	√	√	√	√	√	√	√	No	No
Elderly Pharmaceutical Insurance Coverage (EPIC) ⁷	√	√	√	√	√	√	√	√	√	√	No	No
Health Care Service Programs												
Nurse Family Partnership	√	√	√	√	√	√	√	√	√	√	√	√
Family Planning Benefit Program (FPBP)	√	√	√	√	√	√	√	√	√	√	√	No

⁶ To be eligible for Medicare, you either must qualify as a recipient of Social Security Disability or Retirement Benefits (i.e. have insured status through your work record). If you are not eligible for Social Security Disability or Retirement benefits, you may be eligible to purchase Medicare. To purchase Medicare you must be 65 or over and a citizen or a lawfully admitted immigrant who has had continuous residence in the United States for at least 5 years.

⁷ To be eligible for EPIC you need to be eligible to join a Medicare Part D plan.

	Lawful Permanent Resident (LPR) (Green Card Holder)	Lawfully residing active duty service member or honorably discharged veteran and their families	Refugee	Asylee	Deportation or removal withheld	Cuban/Haitian entrant	Amerasian	Victims of Trafficking (T visa)	Granted Parole in the U.S. (at least 1 year)	Battered immigrant spouses and children of U.S. citizen or LPR	PRUCOL (includes U visa holder)	Undocumented
	QUALIFIED IMMIGRANTS										PRUCOL	Undocumented
	Humanitarian Entrants											
Housing Programs												
Public Housing	√	√	√	√	√	No ¹⁰	√	√	√	No	No ¹¹	No ¹¹
Section 8 Housing Assistance ⁸	√	√	√	√	√	No ¹⁰	√	√	√	No	No ¹¹	No ¹¹
Housing Exemptions												
Disability Rent Increase Exemption (DRIE)	√	√	√	√	√	√	√	√	√	√	√	√ ¹²
Senior Citizen Rent Increase Exemption (SCRIE)	√	√	√	√	√	√	√	√	√	√	√	√ ¹²

No¹⁰ Unless you are residing in the U.S. under grant of parole, then you are eligible.

No¹¹ As long as one (1) person in the household is a U.S. citizen or a qualified immigrant, the household can apply but the benefits are less.

√¹² There are no citizenship/immigration criteria for SCRIE/DRIE. The application does request a SSN but you are not required to provide it, if you do not have one.

⁸ Effective December 10, 2009 the waiting list for all applications, including emergency applications, is closed.

Financial Assistance Programs

SUPPLEMENTAL SECURITY INCOME (SSI)

SSI provides monthly income to elderly, disabled or blind people who are in need to pay for food, clothes, and housing.

Supplemental Security Income (SSI)	
Who qualifies?	<ul style="list-style-type: none"> • Most qualified immigrants will not be eligible until they become a citizen⁹
How do I qualify?	<ul style="list-style-type: none"> • Must be disabled, blind, or age 65 or older • Household income must not be more than a set \$ amount • Value of what you own must not be more than a set \$ amount • Must apply for all other insurance based cash benefit programs
More information:	<ul style="list-style-type: none"> • http://www.ssa.gov/ssi/ • http://www.ssa.gov/ssi/text-understanding-ssi.htm • Social Security Administration: (800) 772-1213 (If you are deaf, call (800) 325-0778) • Community Service Society- Consumer Benefit Brochures at http://benefitsplus.cssny.org/benefit-tool/consumer-benefit-brochures
How do I apply?	<ul style="list-style-type: none"> • Must either apply in person at a Social Security office or over the telephone (see below)
Office locations:	<ul style="list-style-type: none"> • To find a Social Security office, go to http://www.socialsecurity.gov/ or call (800) 772-1213

⁹ If you are a refugee, asylee, person whose deportation or removal is withheld, a Cuban/Haitian entrant, an Amerasian or a victim of trafficking, and you came to the United States after 8/22/96, you are eligible for SSI for only 7 years unless you become a citizen. If you are a Lawful Permanent Resident, you are eligible for SSI if you have accrued a certain number of work credits under the Social Security system. You also may be eligible for SSI if you were lawfully residing in the U.S. on 8/22/96 and later became a qualified immigrant and are disabled.

SOCIAL SECURITY DISABILITY INSURANCE (SSD)

Social Security Disability Insurance is a monthly cash benefit for individuals who have a work record and paid Social Security taxes while employed. Individuals must be certified disabled or blind by the Social Security Administration to qualify. A worker's dependents (typically a spouse and minor children) may also qualify for a monthly cash benefit based on the worker's record.

Social Security Disability Insurance (SSD)	
Who qualifies?	<ul style="list-style-type: none">• Qualified immigrants and lawfully present immigrants (some PRUCOL) who have earned enough quarters in the Social Security system to be in insured status
How do I qualify?	<ul style="list-style-type: none">• Must be blind or disabled, and unable to work for at least a year• Individuals 31 and over must have enough quarters of coverage on their work record at the time they became disabled, and must have earned 20 quarters of coverage in the ten years before they became disabled• Individuals under 31 only need to have enough quarters of coverage on their work record at the time they become disabled• No cap on household income or \$ value of what you own
More information:	<ul style="list-style-type: none">• http://www.ssa.gov/dibplan/index.htm• Social Security Administration: (800) 772-1213 (If you are deaf, call (800) 325-0778)
How do I apply?	<ul style="list-style-type: none">• In person at a Social Security office• Social Security Administration: (800) 772-1213• Online at https://secure.ssa.gov/iCLM/dib
Office locations:	<ul style="list-style-type: none">• To find a Social Security office, go to http://www.socialsecurity.gov/ or call (800) 772-1213

HOME ENERGY ASSISTANCE PROGRAM (HEAP)

In 2013, HEAP paid anywhere from \$20 to \$600 a year to help people meet their heating costs. The amount of the benefit is adjusted on an annual basis. If you are about to run out of fuel or have your heat cut off, you may also apply for emergency HEAP money.

	Regular HEAP	Emergency HEAP
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants (Ineligible adults may apply on behalf of eligible family members) 	<ul style="list-style-type: none"> • Qualified immigrants (If the person on the lease is not a qualified immigrant, he or she can apply for household members who are citizens or qualified immigrant)
How do I qualify?	<ul style="list-style-type: none"> • Household income must not be more than a set \$ amount • Must pay heating bills directly or pay rent that includes heat 	<ul style="list-style-type: none"> • Must be in an emergency situation (heat will be cut off or you have less than a 10-day fuel supply) • Must meet regular HEAP requirements (see left) • Must have your name on the lease and live in that home • Must not have enough money to meet the emergency
More information:	<ul style="list-style-type: none"> • http://www.otda.state.ny.us/main/heap/ • Contact 311 	
How do I apply?	<ul style="list-style-type: none"> • http://otda.ny.gov/programs/heap/ • Applications are available in November. Apply early. Only a set amount of money available 	
Office locations:	<ul style="list-style-type: none"> • http://www.otda.state.ny.us/main/heap/ 	

CASH ASSISTANCE (PUBLIC ASSISTANCE OR WELFARE)

Cash Assistance, also known as public assistance or welfare, gives eligible adults and families cash on a monthly basis to help pay for living expenses. There are two types of Cash Assistance programs in New York: Family Assistance (FA) and Safety Net Assistance (SNA). The main difference between the two is that FA is a federal program so federal immigration rules apply. SNA is a state program, therefore, qualified immigrants and immigrants who are PRUCOL are eligible. Cash Assistance can be used to pay for food, clothing, rent or mortgage, utilities, and other special needs. Some of these payments may be made directly to your landlord or your utility company. While in receipt of cash assistance, eligible adults are required to participate in an employment or rehabilitative activity designed to help them achieve their highest level of self-sufficiency. While participating, individuals are provided with childcare and transportation support.

Note: HRA works to maintain the integrity of the programs it administers and ensures that resources serve the most vulnerable by identifying and stopping those who commit fraud.

	Family Assistance (FA)	Safety Net Assistance (SNA)
Description of benefit:	<ul style="list-style-type: none"> • Cash assistance to families with a child living with a parent or other relative, or pregnant women • 60-month time limit 	<ul style="list-style-type: none"> • Cash assistance to single adults, couples without children, children living apart from any adult relative, families who have reached the 60-month limit on FA, and legal immigrants who are not eligible for FA
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants¹⁰ 	<ul style="list-style-type: none"> • Qualified immigrants and PRUCOL (including people with deferred action)¹¹
How do I qualify?	<ul style="list-style-type: none"> • Household income must not be more than a set \$ amount • Value of what you own must not be more than a set \$ amount • May have to work a set number of hours or participate in engagement activity once you receive the benefit (generally required individuals who fail to participate in work activities during the application process will be denied cash assistance in most instances) 	
More information:	<ul style="list-style-type: none"> • http://www.nyc.gov/html/hra/html/home/home.shtml • http://otda.ny.gov/ • Contact 311 	
How do I apply?	<ul style="list-style-type: none"> • Must have a face-to-face interview • Applications are available at HRA Job Centers, by mail or online 	
Office locations:	<ul style="list-style-type: none"> • To find a Job Center office, call the New York State Temporary Assistance Hotline: (800) 342-3009, contact 311 or go to http://www.labor.ny.gov/workforcenypartners/osview.asp • You can also apply for SNAP at HRA Job Centers 	

¹⁰ Lawful Permanent Residents, Immigrants granted parole in the U.S. for at least one year, and Battered immigrant spouses of U.S. citizens or Lawful Permanent Residents are eligible for Family Assistance after they have been in qualified status for 5 years. Other qualified immigrants like refugees, asylees and Cuban/Haitian Entrants do not have to wait 5 years for this benefit.

¹¹ **If you receive this benefit when you are PRUCOL and later have the chance to apply for a green card, you may have difficulty if you received cash assistance. Other non-cash benefits like food stamps or a childcare subsidy should not affect your green card application.**

REDUCED FARE METRO CARD

MTA offers a reduced fare MetroCard for seniors or people with certain disabilities. As of March 1, 2013, the base subway or local bus fare is \$2.50 and reduced fare is \$1.25 or less. Immigration status does not matter.

	Reduced Fare MetroCard for Senior Citizens	Reduced Fare MetroCard for People with Disabilities
Who qualifies?	<ul style="list-style-type: none"> All immigrants (including the undocumented) 	
How do I qualify?	<ul style="list-style-type: none"> Must be 65 or older 	<ul style="list-style-type: none"> Must have one of the following: <ul style="list-style-type: none"> - Blindness - Hard time hearing - Walking disability - Loss of both hands - Mental retardation - Receiving Medicare for any reason other than age - Serious mental illness and receiving SSI benefits
More information:	<ul style="list-style-type: none"> http://www.mta.info/nyct/fare/rfindex.htm (212) METROCARD (638-7622) 	
How do I get a form?	<ul style="list-style-type: none"> http://www.mta.info/nyct/fare/pdf/seniors.pdf Subway stations 	<ul style="list-style-type: none"> http://www.mta.info/nyct/fare/pdf/disabled.pdf Subway stations
Office locations	<ul style="list-style-type: none"> Reduced Fare MetroCard Walk-in Service Center 3 Stone Street (between Broadway and Broad Street) MetroCard Bus or Van locations go to http://www.mta.info/metrocard/mms.htm 	

UNEMPLOYMENT INSURANCE

If you are unemployed through no fault of your own, you can receive money for up to 26 weeks.¹²

Unemployment Insurance	
Who qualifies?	<ul style="list-style-type: none">• Qualified immigrants and immigrants who were working legally when they lost their job and are legally allowed to take a new job (You must have current work authorization)
How do I qualify?	<ul style="list-style-type: none">• Must be unemployed but not because you were fired¹³• Must be ready, willing, and able to work• Must have been paid a set \$ amount for a set amount of time in covered employment• To maintain eligibility, individuals are required to be engaged in an active job search and not refuse employment without good cause
More information:	<ul style="list-style-type: none">• http://www.labor.state.ny.us/ui/ui_index.shtm• Unemployment Insurance Telephone Claims Line: (888) 209-8124• For additional contact numbers and addresses: http://www.labor.state.ny.us/ui/bpta/Important%20Telephone%20Numbers.shtm
How do I apply?	<ul style="list-style-type: none">• File claim online: https://ui.labor.state.ny.us/UBC/home.do?FF_LOCALE=1• File claim over the telephone: (888) 209-8124 (English, Spanish, Russian, Cantonese, Mandarin, Creole, and other languages available)

¹² As of March 2013, individuals may be eligible for additional weeks of UIB under Emergency Unemployment Compensation. For additional information go to <http://www.labor.ny.gov/ui/claimantinfo/ExtendedBenefits.shtm>

¹³ Examples include: no work (temporary or seasonal work ended), job was eliminated, laid off, company closed, etc. If you were fired, you usually are not eligible for unemployment insurance, but in some cases, you can be eligible. Call an unemployment insurance caseworker at 1-888-209-8124 to discuss your case.

Tax Credit Programs

FEDERAL AND (EMPIRE) STATE CHILD TAX CREDIT

The Child Tax Credit is a federal and state income tax credit for families with children who qualify.

	Federal Child Tax Credit and Additional Child Tax Credit	Empire State Child Tax Credit
Who qualifies?	<ul style="list-style-type: none"> • Everyone who has a social security number or Individual Taxpayer Identification Number (ITIN)¹⁴ 	
How do I qualify?	<ul style="list-style-type: none"> • Child must be under age 17 on December 31st of the year you are applying for the tax break • Child must have lived with you for more than six months in the same year you are applying • You must claim the child as a dependent • Child must be a U.S. citizen or resident alien • You must owe taxes to claim the Child Tax Credit. The credit reduces the taxes you owe. If you do not owe taxes, you may qualify for a refund through the Additional Child Tax Credit. 	<ul style="list-style-type: none"> • Must have lived in New York State for at least one full calendar year • Must apply for a federal child tax credit or household income must not be more than a set \$ amount • Must have a child at least 4 years old on December 31st • Child must have a social security number or an ITIN • The credit reduces the taxes you owe or gives you a refund if you don't owe taxes
More information:	<ul style="list-style-type: none"> • http://www.irs.gov/ • IRS: (800) 829-1040 	<ul style="list-style-type: none"> • http://www.tax.ny.gov/ • NYS Department of Taxation and Finance: (800) 225-5829
How do I get a form?	<ul style="list-style-type: none"> • No separate form for the federal child tax credit • For the Additional Child Tax Credit, fill out Form 8812 http://www.irs.gov/ 	<ul style="list-style-type: none"> • http://www.tax.ny.gov/

¹⁴ Undocumented immigrants and other qualified immigrants can file taxes using an ITIN.

FEDERAL, STATE, AND CITY CHILD AND DEPENDENT CARE CREDIT

This tax credit is for working people who pay someone to take care of a child or another dependent person so they can work or look for work.

	Federal Credit	State Credit	City Credit
Who qualifies?	<ul style="list-style-type: none"> • Everyone who has a social security number or Individual Taxpayer Identification Number (ITIN)¹⁵ 		
How do I qualify?	<ul style="list-style-type: none"> • Must have earned money • Must have paid for child/dependent care¹⁶ so that you or your spouse could work or look for work • Must have a child under 13 years old or dependent who cannot take care of him/herself • Child/dependent must have lived with you for more than six months in the same year you are applying • Child/dependent must have a social security number or an ITIN • Must give the contact information and social security number (or ITIN) of the person paid for care • This credit reduces the taxes you owe 	<ul style="list-style-type: none"> • If you qualify for the federal credit, you can file for the state credit • Same requirements as the federal credit • The credit reduces the taxes you owe or gives you a refund if you don't owe taxes 	<ul style="list-style-type: none"> • Must qualify for the state credit • Must live in New York City • Household income must not be more than a set \$ amount • Must have paid for child care for children under the age of four on December 31 • Child must have lived with you for more than six months in the same year you are applying • The credit reduces the taxes you owe or gives you a refund if you don't owe taxes.
More information:	<ul style="list-style-type: none"> • http://www.irs.gov/ • IRS: (800) 829-1040 	<ul style="list-style-type: none"> • http://www.tax.ny.gov/ • NYS Department of Taxation and Finance (518) 457-5181 (Toll Number) 	
How do I get a form?	<ul style="list-style-type: none"> • http://www.irs.gov/ (only if you file Form 1040 or Form 1040NR) • http://www.irs.gov/ (only if you file Form 1040A) 	<ul style="list-style-type: none"> • http://www.tax.ny.gov/ 	<ul style="list-style-type: none"> • No separate form (use state form)

¹⁵ See Footnote 13.

¹⁶ Person paid for care cannot be your spouse, the parent of the child, or someone you can claim as a dependent.

FEDERAL, STATE, AND CITY EARNED INCOME TAX CREDIT (EITC)

The Earned Income Tax Credit (EITC) is a federal, state, and city income tax credit for low-income working people and families. It reduces the amount of taxes you owe or gives you a refund if you don't owe taxes.

	Federal Credit	State Credit	City Credit
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants and PRUCOL¹⁷ 		
How do I qualify?	<ul style="list-style-type: none"> • Household income must not be more than a set \$ amount • Must have less than \$2,900 in investment income • If you have no children, you must be between the ages of 25 and 65 • If you have children, child can be a son, daughter, stepchild, foster child, adopted child, sibling, stepsibling, or grandchild • Child must have a social security number • Child must have lived with you for more than 6 months in the same year you are applying • The child must be younger than 19 (or younger than 24 if a full-time student) on December 31st • Totally and permanently disabled children of any age qualify. • Must have lived in the U.S. for the full calendar year 	<ul style="list-style-type: none"> • Must have claimed the federal EITC 	<ul style="list-style-type: none"> • Must have claimed the federal EITC • Must live in New York City
More information:	<ul style="list-style-type: none"> • http://www.nyc.gov/ • http://www.irs.gov/ • IRS: (800) 829-1040 	<ul style="list-style-type: none"> • http://www.nyc.gov/ • http://www.tax.ny.gov/ • NYS Department of Taxation and Finance (518) 457-5181 (Toll Number) 	<ul style="list-style-type: none"> • http://www.nyc.gov/ • NYS Department of Taxation and Finance (518) 457-5181 (Toll Number)
How do I get a form?	<ul style="list-style-type: none"> • www.irs.gov 	<ul style="list-style-type: none"> • http://www.tax.ny.gov/ 	<ul style="list-style-type: none"> • http://www.tax.ny.gov

¹⁷ Tax filer and any children the tax filer is claiming must have a social security number.

SCHOOL TAX RELIEF (STAR)

STAR lowers property taxes for people who own their house or apartment. There are two types of STAR, Basic and Enhanced STAR. Homeowners who receive SCHE automatically receive Enhanced STAR tax reductions. You must turn in your application by March 17.

	Basic STAR	Enhanced STAR
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants and PRUCOL 	
How do I qualify?	<ul style="list-style-type: none"> • Must own house or apartment you live in • No cap on household income or \$ value of what you own • Can be any age 	<ul style="list-style-type: none"> • Must own house or apartment you live in • Must be at least 65 years old • Household income must not be more than a set \$ amount • No cap on the \$ value of what you own
More information:	<ul style="list-style-type: none"> • http://home2.nyc.gov/html/dof/html/property/exemptions.shtml • Contact 311 	
How do I apply?	<ul style="list-style-type: none"> • http://home2.nyc.gov/html/dof/html/property/exemptions.shtml 	

SENIOR CITIZEN HOMEOWNER'S EXEMPTION (SCHE)

SCHE provides a property tax reduction to eligible seniors who own their house or apartment. The exemption reduces the estimated value of the homeowner's home between 5 and 50% which reduces the homeowner's property taxes. Homeowners who receive SCHE automatically receive Enhanced STAR tax reductions. You must turn in your application by March 17.

Senior Citizen Homeowner's Exemption (SCHE)		
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants and PRUCOL 	
How do I qualify?	<ul style="list-style-type: none"> • Must be at least 65 years old¹⁸ • Must have owned the house or apartment for at least one year • Must live in the house or apartment you own • Household income must not be more than a set \$ amount • No cap on the \$ value of what you own 	
More information:	<ul style="list-style-type: none"> • http://home2.nyc.gov/html/dof/html/property/exemptions.shtml • Contact 311 	
How do I apply?	<ul style="list-style-type: none"> • http://home2.nyc.gov/html/dof/html/property/exemptions.shtml 	

¹⁸ If husband and wife are co-owners, only one person must be 65 or older. If unmarried people are co-owners, then all owners must be 65 or older. If you are a veteran, spouse of a qualified veteran, or a widow or widower, you can be under the age of 65 and still receive SCHE.

DISABLED HOMEOWNERS' EXEMPTION (DHE)

DHE lowers property taxes by lowering the estimated value of the homeowner's home between 5 and 50%. You must turn in your application by March 17.

Disabled Homeowners' Exemption (DHE)	
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants and PRUCOL
How do I qualify?	<ul style="list-style-type: none"> • Must own¹⁹ house or apartment you live in • Must have a physical or mental disability • Must have proof of your disability • No cap on your household income or \$ value of what you own
More information:	<ul style="list-style-type: none"> • http://home2.nyc.gov/html/dof/html/property/exemptions.shtml • Contact 311
How do I apply?	<ul style="list-style-type: none"> • http://home2.nyc.gov/html/dof/html/property/exemptions.shtml

VETERAN'S EXEMPTION

Veterans and their spouses, or a parent whose child died in the line of duty can pay less or no property tax. You must turn in your application by March 17.

Veteran's Exemption	
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants and PRUCOL
How do I qualify?	<ul style="list-style-type: none"> • Must be one of the following: <ul style="list-style-type: none"> – A qualified veteran (served during one of the following conflicts): <ul style="list-style-type: none"> - 1st Persian Gulf Conflict (beginning August 2, 1990) - Vietnam War - Korean War - World War II - World War I – Be the spouse of a qualified veteran – Be the widow or widower of a qualified veteran – Be the parent of a child who died in the line of duty while serving in the U.S. armed forces during one of the conflicts above • Must own house or apartment you live in • No cap on your household income or \$ value of what you own
More information:	<ul style="list-style-type: none"> • http://home2.nyc.gov/html/dof/html/property/exemptions.shtml • Contact 311
How do I apply?	<ul style="list-style-type: none"> • http://home2.nyc.gov/html/dof/html/property/exemptions.shtml

¹⁹ If a husband and wife or brothers and/or sisters own the property, only one owner needs to have a disability to qualify for DHE. If co-owners are not married or related, then all owners must be disabled.

Food and Nutrition Programs

SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)

The Supplemental Nutrition Assistance Program (SNAP) used to be called the Food Stamp Program but it is now known as SNAP. However, it is still the same program that assists low-income families with buying food at many grocery stores and markets. If you qualify, you will receive a card that works like a debit card. If you have very little income when you apply, you may be able to receive “expedited benefits” which means you can receive help before your application is completely processed. You will be asked to provide all the information/documentation necessary for Human Resources Administration (HRA) to make a final decision about your eligibility for ongoing services.

	Supplemental Nutrition Assistance Program (SNAP, formerly Food Stamps)	Expedited SNAP Issuance
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants <p>(Adult qualified immigrants have a five year wait before becoming eligible for SNAP unless they are receiving a disability based benefit or have earned or can be credited with 40 quarters (10 years) of payments to Social Security. Children under 18 are eligible as soon as they are in a qualified immigrant status. Refugees, asylees, Cuban/Haitian Entrants and others with a refugee like status do not have a five year wait.)</p>	
How do I qualify?	<ul style="list-style-type: none"> • Household²⁰ income must not be more than a set \$ amount • Recipients may have to work a set number of hours or participate in training programs once you receive the benefit • For most people, there is no limit on the value of what you own • Eligibility is based on a variety of factors, including your household income, expenses or bills, and the number of people in your household 	<ul style="list-style-type: none"> • When you apply for SNAP you will be screened to see if you are eligible to receive SNAP benefits right away. HRA will look to see if: <ul style="list-style-type: none"> -Your household has less than \$100 in cash and other sources of income and will make less than \$150 in the month you apply – \$ amount of what you make and other sources of income is less than the rent or mortgage, heat, utilities, and phone combined – You are a migrant or seasonal farm worker • If the household is deemed eligible for expedited processing, SNAP benefits must be made available to the household no later than the 5th calendar day following the day the application was filed
More information:	<ul style="list-style-type: none"> • http://www.otda.state.ny.us/main/foodstamps/ • http://www.nyc.gov/hra 	
Contact information:	<ul style="list-style-type: none"> • Contact 311 	
How do I apply?	<ul style="list-style-type: none"> • Initial interviews are now mostly conducted by telephone and applications can be filed online, by mail or in person <p>http://www.otda.state.ny.us/main/apps/default.asp#fs (English, Spanish, Chinese, Arabic, and Russian)</p>	

²⁰ The SNAP application defines a household as a person or group of related or unrelated people living together who buy and prepare food together; in addition, certain households are mandated to be a single household, spouses living together, parents and children under the age of 22 living together, and children under the age of 18 and under the parental control of an adult in the household, regardless of whether they buy and prepare their food together.

Supplemental Nutrition Assistance Program (SNAP, formerly Food Stamps) Expedited SNAP Issuance

Office locations	<ul style="list-style-type: none"> To find a SNAP office, contact 311 or go to http://www.nyc.gov/hra If you are also applying for Cash Assistance, HRA Job Centers throughout the city will also take your SNAP application
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SCHOOL MEALS (BREAKFAST AND LUNCH)

In New York City, breakfast is free to all students, no matter your immigration status, at all schools, no matter your income. Lunch can be low cost or free, depending on the student’s household income. Children in families that receive SNAP benefits or Cash Assistance automatically receive free school lunch.

	School Breakfast	School Lunch
Who qualifies?	<ul style="list-style-type: none"> All immigrants (including the undocumented) 	
How do I qualify?	<ul style="list-style-type: none"> Free to all students but all must fill out an application²¹ 	<ul style="list-style-type: none"> Household income will decide whether your child receives free or reduced price lunch
More information:	<ul style="list-style-type: none"> http://www.opt-osfns.org/schoolfood/public1/default.aspx Call the school your child attends for more information Contact 311 	
How do I apply?	<ul style="list-style-type: none"> http://www.opt-osfns.org/schoolfood/public1/default.aspx (English, Chinese, Spanish, Russian, French, Hebrew, Italian, Greek, Korean, Polish, Hindi, Arabic, Urdu, and Haitian-Creole) 	

SUMMER MEALS (BREAKFAST AND LUNCH)

The Summer Meals program offers free breakfast and lunch to children, no matter your immigration status. The program starts in late June and ends in late August at more than 700 schools, parks, pools, libraries, and New York City Housing Authority buildings in the City.

Summer Meals (Breakfast and Lunch)	
Who qualifies?	<ul style="list-style-type: none"> All immigrants (including the undocumented)
How do I qualify?	<ul style="list-style-type: none"> Child must be 18 years or younger
More information:	<ul style="list-style-type: none"> http://www.opt-osfns.org/schoolfood/public1/default.aspx Contact 311
How do I apply?	<ul style="list-style-type: none"> There is no application
Meal locations:	<ul style="list-style-type: none"> Available mid-June at http://www.opt-osfns.org/schoolfood/public1/default.aspx

²¹ Only one application is needed if all children in the home attend the same school. The application asks for a social security number for an adult living in the house; if you do not have a number, write the word “NONE.”

WOMEN, INFANTS, AND CHILDREN (WIC) PROGRAM

WIC provides milk, juice, formula, and other healthy foods to low-income mothers, pregnant women, and young children. Immigration status does not matter. Women who already receive SNAP, Medicaid, or Cash Assistance, automatically qualify for WIC.

Women, Infants, and Children (WIC) Program	
Who qualifies?	<ul style="list-style-type: none"> All immigrants (including the undocumented)
How do I qualify?	<ul style="list-style-type: none"> Must be one of the following: <ul style="list-style-type: none"> A woman who is pregnant, has given birth, or is breastfeeding²² An infant or child younger than five Must live in New York State Must be certified by a doctor, nurse or nutritionist as being at risk for health problems because of a lack of food²³ Household income must not be more than a set \$ amount
More information:	<ul style="list-style-type: none"> http://www.health.state.ny.us/prevention/nutrition/wic/ http://www.fns.usda.gov/wic/
How do I apply?	<ul style="list-style-type: none"> http://www.health.state.ny.us/prevention/nutrition/wic/ (English and Spanish)
Office locations:	<ul style="list-style-type: none"> Contact 311 to find a WIC local office (hospitals and community health clinics)

COMMODITY SUPPLEMENTAL FOOD PROGRAM (CSFP)

CSFP provides food to low-income mothers, pregnant women, young children, and seniors at least 60 years old. Immigration status does not matter. Food is picked up at a special site once a month. You cannot be in both CSFP and the WIC program at the same time.

Commodity Supplemental Food Program (CSFP)	
Who qualifies?	<ul style="list-style-type: none"> All immigrants (including the undocumented)
How do I qualify?	<ul style="list-style-type: none"> Must be one of the following: <ul style="list-style-type: none"> A woman who is pregnant or has given birth (up to one year after the birth of a baby) A child from birth up to age six A senior 60 years or older Household income must not be more than a set \$ amount Must live in New York State
How do I get more information?	<ul style="list-style-type: none"> http://www.health.state.ny.us/prevention/nutrition/csfp/ http://www.fns.usda.gov/fdd/programs/csfp/
How do I apply?	<ul style="list-style-type: none"> Applications are available at CSFP sites
Contact information and Office locations:	<ul style="list-style-type: none"> Contact 311

²² Breastfeeding mothers are eligible up to 12 months after the child's birth. Non-breastfeeding mothers are eligible up to 6 months after a child's birth.

²³ This is a free exam.

Programs for Children

CHILD CARE

Families are eligible to receive subsidized child care services at group child care centers, family based child care centers or through informal providers. An eligible family may enroll directly in an ACS-contracted center or they may access child care services from a group child care center or family base child care provider through a voucher. Vouchers are currently only available to Cash Assistance recipients engaging in work activities, those receiving Cash Assistance transitional benefits, and those who have timed out of transitional benefits and continue to need subsidized care.

Families who are eligible for subsidized child care are not guaranteed a slot. ACS has a waiting list for eligible families. A family may want to go to several centers to put themselves on the center's waiting list.

Weekly fees are based on family size, household income, and whether the care is full or part-time. The family fee ranges from \$3 to \$123 for full-time care and from \$2 to \$77 for part-time care. The fee is per family, not per child.

Child Care	
Who qualifies?	<ul style="list-style-type: none"> • Immigration requirements are based on the immigration status of the child receiving care, not the parent (An undocumented immigrant parent can receive child care for their child, if the child is a U.S. citizen or qualified immigrant)
How do I qualify?	<ul style="list-style-type: none"> • Child must be between 6 weeks and 12 years old or under 18 if the child has special needs • Household income must not be more than a set \$ amount • Must need child care for one of the following reasons: <ul style="list-style-type: none"> – To protect children from physical and/or emotional harm or is part of an authorized preventive service plan – You are a Cash Assistance recipients engaged in an approved work activity – You are homeless and are seeking permanent housing arrangements – You are employed at least 20 hours a week and need child care – You need child care to participate in an approved training/education program – You were referred by a social service provider because of family needs or family problems
More information:	<ul style="list-style-type: none"> • http://www.nyc.gov/html/acs/html/home/home.shtml • Contact 311
How do I apply?	<ul style="list-style-type: none"> • Contact 311 for an application • May require a face-to-face interview
Child Care Locations:	<ul style="list-style-type: none"> • To find a child care program, go to http://www.nyc.gov/html/acs/html/home/home.shtml

HEAD START

Early Head Start and Head Start offer free educational programs for eligible children from birth to age five and support services for their families. Immigration status does not matter. Children from families receiving Cash Assistance or SSI automatically qualify.

Head Start	
Who qualifies?	<ul style="list-style-type: none"> All immigrants (including the undocumented)
How do I qualify?	<ul style="list-style-type: none"> Child must be no older than five years old Household income must not be more than a set \$ amount
More information:	<ul style="list-style-type: none"> http://www.nyc.gov/html/acs/html/child_care/headstart.shtml Contact 311
How do I apply?	<ul style="list-style-type: none"> Applications for Head Start are available at Head Start Centers. A list of centers and their contact information can be found at http://www.nyc.gov/html/acs/html/child_care/headstart.shtml

UNIVERSAL PREKINDERGARTEN (UPK)

Prekindergarten helps young children get an early start on their education. Immigration status does not matter.

Universal Pre-K (UPK)	
Who qualifies?	<ul style="list-style-type: none"> All immigrants (including the undocumented)
How do I qualify?	<ul style="list-style-type: none"> Child must be four years old
More information:	<ul style="list-style-type: none"> http://schools.nyc.gov/ChoicesEnrollment/PreK/default.htm (Arabic, Bengali, Chinese, Haitian-Creole, Korean, Russian, Spanish, and Urdu) Contact 311
How do I apply?	<ul style="list-style-type: none"> http://schools.nyc.gov/ChoicesEnrollment/PreK/default.htm (Arabic, Bengali, Chinese, English, Haitian-Creole, Korean, Russian, Spanish, and Urdu) Contact a public elementary school or UPK nonprofit group at http://schools.nyc.gov/ChoicesEnrollment/PreK/Publications/default.htm#cboapp

OUT-OF-SCHOOL TIME (OST)

OST offers free, educational and other programs for young people after school, on holidays, and in the summer. Immigration status does not matter.

Out-of-School Time (OST)	
Who qualifies?	<ul style="list-style-type: none"> All immigrants (including the undocumented)
How do I qualify?	<ul style="list-style-type: none"> Child must be between the ages of 6 and 21 Household income does not matter
More information:	<ul style="list-style-type: none"> http://www.nyc.gov/html/dycd/html/afterschool/out_of_school_time.shtml Contact 311
How do I apply?	<ul style="list-style-type: none"> Applications are at OST Centers. Locations and their contact information can be found at http://www.nyc.gov/html/dycd/html/afterschool/search.shtml

Health Insurance Programs

HEALTHY NY FOR SMALL EMPLOYERS, SOLE PROPRIETORS, AND WORKING INDIVIDUALS

Healthy NY is low-cost health insurance for small business owners, their employees and their families, and working people. Healthy NY offers several Health Maintenance Organization (HMO) insurance plans, which have different monthly fees. **The program is still accepting applications but will cease to exist after the end of December 31, 2013, at which time most of the people who were insured through it will go into the New York Health Benefit Exchange.**

	Working Individuals	Sole Proprietors ²⁴	Small Employers
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants, PRUCOL, undocumented 	<ul style="list-style-type: none"> • These programs have no immigration status requirements.²⁵ (While there is no immigration status requirement for Healthy NY, the applicant must be able to provide evidence that s/he or his/her spouse is employed or has worked in the last 12 months) 	
How do I qualify?	<ul style="list-style-type: none"> • Must live in New York State • You or your spouse must either be working or have worked in the past 12 months • Must not have had public (government sponsored) health insurance for 12 months before applying or have lost insurance because of a specific event • If you have a job, your employer must not offer health insurance • Household income must not be more than a set \$ amount and must not qualify for Medicare 	<ul style="list-style-type: none"> • Must live in New York State • You or your spouse must either be working or have worked in the past 12 months • Must not have had health insurance for 12 months before applying • Household income must not be more than a set \$ amount and must not qualify for Medicare 	<ul style="list-style-type: none"> • Business must be in New York State • Must have 1 to 50 workers • Must not have offered health insurance to your workers the last 12 months • At least 30% of your workers must not make more than a set \$ amount • Must pay at least 50% of the health insurance for your full-time workers each month and offer Healthy NY to all workers working 20 hours or more per week who do not make more than a set \$ amount • Must guarantee that at least half of your workers will buy Healthy NY or have health insurance from another company • At least one worker who buys Healthy NY must not make more than a set \$ amount
More information:	<ul style="list-style-type: none"> • http://www.dfs.ny.gov/healthyny/ • (866) HEALTHY (432-5849) 		
How do I apply?	<ul style="list-style-type: none"> • http://www.dfs.ny.gov/healthyny/hny_ind_sole_how.htm 		

²⁴ Sole proprietors are people who are the only owner and worker of a business.

²⁵ While this program has no immigration status requirements, it is unlikely that an undocumented immigrant could fall into either of the above categories of sole proprietor or small employers.

**MEDICAID AND MEDICAID EXCESS INCOME
(MEDICAID SPEND DOWN PROGRAM OR MEDICAID SURPLUS INCOME PROGRAM)**

Medicaid and Medicaid Excess Income²⁶ programs offer health insurance for low-income people and people who cannot afford health insurance on their own. To qualify for Medicaid, your income must be below a set amount. Also, if you are 65 and over, blind or disabled, your assets must be below a set amount. If your income is too high to qualify for Medicaid, you may qualify for the Medicaid Excess Income program. In NYS, immigrants who are Permanently Residing Under Color of Law (PRUCOL) are eligible for Medicaid.

Most recipients in NYS must receive Medicaid through a managed care plan. Excess income consumers receive fee-for-service Medicaid. They are not enrolled in managed care plans. You can only see doctors that are part of your health plan, and your primary care doctor will send you to a specialist, if needed. In NYS, women who are pregnant do not have an immigration status requirement.

In addition, undocumented immigrants, as well as temporary nonimmigrants such as tourists, foreign students, short-term visa holders, and those with current temporary work permits, are eligible for Medicaid when there is a verified emergency medical condition and all other eligibility criteria are met.

Under Federal requirements, an emergency medical condition is a condition that manifests itself by symptoms of sufficient severity (including severe pain) such that the absence of immediate medical attention could reasonably be expected to result in:

- Placing the patient’s health in serious jeopardy;
- Serious impairment to bodily functions; or
- Serious dysfunction of any bodily organ or part.

Note: Coverage is not included for medications that do not meet the federal definition of an emergency medical condition, regardless of where the prescription was obtained (i.e. emergency department).

	Medicaid	Medicaid Excess Income
Description of benefit:	<ul style="list-style-type: none"> • Health insurance for low-income adults • Will cover health care costs picked up in the three months before the application is turned in, if applicant is Medicaid eligible in those 3 prior months 	<ul style="list-style-type: none"> • Medicaid coverage for people whose household income is more than the set \$ amount and who meet all other Medicaid requirements below²⁷ • Spend downs may be met through either the submission of paid or unpaid bills via the Surplus Income Program, or by paying for coverage via the Pay In Program
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants and PRUCOL 	

²⁶ Through 2013, only the blind, aged, disabled, children under 21 and parents with children are eligible for the excess income program.

²⁷ You must first apply for Medicaid and if you make too much money to qualify for Medicaid, you will be notified if you are eligible for the excess income program. If you do qualify, each month you must have medical bills that are more than the excess income amount. Medicaid will pay for any bills that are over your excess income amount. Or you can pay your excess amount every month to Medicaid, and your Medicaid card will be activated for that month.

	Medicaid	Medicaid Excess Income
How do I qualify?	<ul style="list-style-type: none"> • Must live in New York State • Household income must not be more than a set \$ amount • If blind, aged or disabled, resources must not be more than a set \$ amount • If you are receiving SSI or Cash Assistance, you automatically qualify 	<ul style="list-style-type: none"> • Until December 31, 2013, you must be one of the following: <ul style="list-style-type: none"> – 65 years or older – Disabled – Blind – Child under 21 years old – Single parent with children under 21 • Must live in New York State • If aged, blind or disabled, resources must not be more than a set \$ amount
More information:	<ul style="list-style-type: none"> • http://www.nyc.gov/html/hia/html/public_insurance/adults.shtml • Contact 311 	
How do I apply?	<ul style="list-style-type: none"> • Call New York Medicaid CHOICE 1-800-505-5678 • Contact enrollment counselors at the locations below 	
Office locations:	<ul style="list-style-type: none"> • A list of office locations and their contact information can be found at http://www.nyc.gov/html/hia/html/public_insurance/enroll.shtml 	

FAMILY HEALTH PLUS

Family Health Plus offers public health insurance for adults. A primary care doctor takes care of your health and sends you to a specialist doctor, if needed. Co-payments²⁸ are paid directly to the doctor. If you do not qualify for Medicaid because of income, you may qualify for Family Health Plus (FHP). **However, applications for Family Health Plus will no longer be accepted after December 1, 2013 because the program is being phased out.** The 2013 New York State budget repealed the program effective as of January 1, 2015.

Family Health Plus	
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants and PRUCOL
How do I qualify?	<ul style="list-style-type: none"> • Must be 19 - 64 years old • Must not have health insurance • Household income must not be more than a set \$ amount • Must live in New York State
More information:	<ul style="list-style-type: none"> • http://www.nyc.gov/html/hia/html/public_insurance/adults.shtml • Contact 311 • New York State Family Health Plus Information Line: (877) 934-7587
How do I apply?	<ul style="list-style-type: none"> • http://www.health.ny.gov/health_care/family_health_plus/
Office locations:	<ul style="list-style-type: none"> • A list of office locations and their contact information can be found at http://www.nyc.gov/html/hia/html/public_insurance/enroll.shtml

²⁸ Co-payments are not needed from some people or for some medical services.

THE NEW YORK HEALTH BENEFIT EXCHANGE

In October of 2013, the New York Health Benefit Exchange (the Exchange) will begin operation. The Exchange is a marketplace where people who need health insurance can look for public or private options. You will be able to open an account, fill out an application, and find out what programs and subsidies you qualify for through New York's Exchange. You can then choose a health insurance plan and enroll, all on-line. You may also choose and enroll by phone or by mail.

Assistance with filling out the application and making decisions about health insurance will be available from community Navigators (also referred to as In-Person Assistors), as well as certified application counselors (who will likely be at health care provider offices) and insurance brokers. Navigators will help people apply for Medicaid and other public health insurance programs, much as facilitated enrollers for the Medicaid and Child Health Plus (CHP) programs do now. The local social services districts, in New York City's Human Resources Administration (HRA), will still accept applications for public health insurance like Medicaid and CHP for people who prefer to apply there.

The Affordable Care Act (ACA) is expected to make health insurance available at much lower premiums than it is right now for most individuals. That is because starting in January of 2014, the ACA requires everyone to buy health insurance or else pay a penalty. Those that are not required to get insurance include:

- immigrants who do not have an eligible status;
- people who are undocumented;
- people who would have to pay more than 8% of their income for health insurance;
- people with incomes below the threshold required for filing taxes;
- those who qualify for religious exemptions;
- those who are incarcerated; and
- members of Native American tribes

The Exchange will also provide subsidies to reduce premiums for people whose household income is under 400% of the federal poverty level (FPL). This means in terms 2013 dollars, a family of three with a household income up to \$78,000 can receive some help through a tax credit in buying health insurance because you can either receive the tax credit in advance or as a refund. You can use it immediately to lower the monthly cost of health insurance, even if you do not expect to owe a lot in taxes. Cost sharing is available for households with income at or under 250% FPL. Cost sharing reductions help with deductibles and co-pays. For a family of three (in 2013 dollars), that means people with yearly income up to \$48,825 can receive this additional help.

To be eligible to buy insurance in the Exchange or qualify for these subsidies, an immigrant has to be lawfully residing in the U.S. Immigrants who are in a "qualified immigrant" status are considered lawfully residing.²⁹ Anyone who has current employment authorization will generally be eligible to use the Exchange.

To keep informed about the Exchange and how to enroll, including how to find help with enrollment, check the website www.healthbenefitexchange.ny.gov/.

²⁹ The disabled, aged and blind (DAB) population, can apply through the Exchange but their eligibility will be determined by the local district.

Lawfully Residing Eligibility Classification:

If you have one of the following statuses, you are considered to be lawfully residing in the U.S. and will be eligible to use New York’s Healthcare Exchange:

1. A qualified immigrant status;
2. A valid nonimmigrant status (like students with an “F” visa or workers with “H” visas);
3. Temporary Protected Status (TPS);
4. Deferred Action (but not if you received it under the Deferred Action for Childhood Arrivals program);
5. Deferred Enforced Departure;
6. Have an application pending for Special Immigrant Juvenile Status;
7. Have an approved visa petition and an application for adjustment to permanent resident status pending;
8. Have an Order of Supervision, or
9. Have a current valid employment authorization card.

MEDICAID PRENATAL CARE

Pregnant women receive hospital care during pregnancy and delivery, lab tests, and other services related to pregnancy and for at least two months after giving birth. Babies receive health care services for at least one year after birth. Immigration status does not matter.

Medicaid Prenatal Care	
Who qualifies?	<ul style="list-style-type: none">• All immigrants (including the undocumented)
How do I qualify?	<ul style="list-style-type: none">• Must be pregnant• Must live in New York State• Household income must not be more than a set \$ amount (200% of the federal poverty line)
More information:	<ul style="list-style-type: none">• http://www.nyc.gov/html/hia/html/public_insurance/pregnant.shtml• Contact 311
How do I apply?	<ul style="list-style-type: none">• http://www.health.state.ny.us/nysdoh/chplus/access_ny_application.htm (English and Spanish)
Office locations:	<ul style="list-style-type: none">• A list of office locations and their contact information can be found at http://www.nyc.gov/html/hia/html/public_insurance/enroll.shtml• A list of offices and their contact information can also be found at http://www.health.state.ny.us/nysdoh/perinatal/en/pcapmap.htm

FAMILY PLANNING BENEFIT PROGRAM (FPBP)

FPBP offers family planning services to people who cannot pay for them. Services include contraception, emergency contraception, tests for sexually transmitted diseases and HIV, male and female sterilization, pre-pregnancy counseling, and other services.

Family Planning Benefit Program (FPBP)	
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants and PRUCOL
How do I qualify?	<ul style="list-style-type: none"> • Must live in New York State • Household income must not be more than a set \$ amount • Apply at a local Medicaid office or at select providers
More information:	<ul style="list-style-type: none"> • http://www.nyc.gov/html/hia/html/public_insurance/family.shtml • http://www.health.state.ny.us/health_care/medicaid/program/longterm/familyplanbenprog.htm • Contact 311
How do I apply?	<ul style="list-style-type: none"> • Applications are available at various locations (see below)
Contact information and Office locations:	<ul style="list-style-type: none"> • A list of office locations and their contact information can be found at http://www.nyc.gov/html/hia/html/public_insurance/enroll.shtml • To find a family planning provider, call (800) 541-2831 or go to http://www.nyc.gov/html/hia/downloads/pdf/fpbp_approved_providers.pdf

FAMILY PLANNING EXTENSION PROGRAM (FPEP)

The Family Planning Extension Program (FPEP) provides up to 26 months of additional access to family planning services for women who were on Medicaid while they were pregnant, but subsequently lost Medicaid coverage when the pregnancy ended. FPEP services can be provided by Department-funded family planning providers.

Family Planning Extension Program (FPEP)	
Who qualifies?	<ul style="list-style-type: none"> • Women regardless of immigration status
How do I qualify?	<ul style="list-style-type: none"> • Must be pregnant within past 2 years; and must live in New York State • Enrolled in full Medicaid/Prenatal Services through Medicaid when pregnancy ended (It does not matter how the pregnancy ended) • Lost Medicaid after pregnancy ended and have no other health insurance coverage
More information:	<ul style="list-style-type: none"> • http://www.health.ny.gov/community/pregnancy/family_planning/
How do I apply?	<ul style="list-style-type: none"> • By visiting a family planning provider found here: http://www.health.ny.gov/community/pregnancy/family_planning/program_sites.htm
Contact information and Office locations:	<ul style="list-style-type: none"> • To find a family planning provider, go to http://www.health.ny.gov/community/pregnancy/family_planning/program_sites.htm

MEDICARE

Medicare is a health insurance program for seniors and people with certain disabilities or kidney failure. The program includes many parts, Part A (hospital insurance) and Part B (medical insurance), Part C (care plans) and Part D (prescription coverage). Neither Part A nor Part B gives you 100% insurance coverage. Private companies contract with Medicare to provide all medically necessary services covered under Original Medicare, Parts A and B. Medicare's managed care plans are called Medicare Advantage plans or Medicare Part C. Thus Part C is not a Medicare benefit, but a system of delivery of health care covered under Medicare. Medicare offers prescriptive drug coverage to those enrolled in Medicare, this is known as Part D. Beneficiaries may join a Medicare Advantage plan that also provides Medicare Part D benefits.

	Medicare Part A (Hospital Insurance)	Medicare Part B (Medical Insurance)
Description of benefit:	<ul style="list-style-type: none"> Covers in-patient care in skilled nursing facilities, hospitals, hospice, and home health care Most people do not have to pay for Part A, if they are insured under the Social Security system. 	<ul style="list-style-type: none"> Covers medically necessary services and supplies, such as outpatient care, doctor's services, preventative services, physical therapists, and home health care It is your choice to enroll Beneficiaries are responsible for paying a monthly premium³⁰
Who qualifies?	<ul style="list-style-type: none"> Immigrants who are lawfully present and receiving Social Security benefits; lawful permanent residents who are not eligible for Social Security but who are 65 or over and have lived in the U.S. for a period of at least 5 years may purchase Medicare³¹ 	
How do I qualify? ³²	<ul style="list-style-type: none"> You or your spouse must have paid enough Medicare tax You get Part A when you turn 65 and are entitled to Social Security Retirement benefits or when entitled to SSDI for 24 months Must be one of the following: <ul style="list-style-type: none"> Age 65 or older and entitled to Social Security retirement benefits Been entitled to SSDI benefits for 24 months Has end stage renal disease and requires dialysis or has had a transplant Be insured under the Social Security system No cap on your household income or \$ value of what you own 	
More information:	<ul style="list-style-type: none"> http://www.medicare.gov http://www.medicare.gov/MedicareEligibility/home.asp?dest=NAV%7CHome%7CGeneralEnrollment&version=default&browser=IE%7C6%7CWinX√P&language=English Medicare: (800) MEDICARE (633-4227) Social Security: (800) 772-1213 	

³⁰ Individuals with incomes below 135% of the federal poverty may have the state pay for the monthly premium on their behalf through the Medicare Savings Program.

³¹ If you do not receive free Medicare Part A, these are the qualifications needed to purchase Medicare Part A.

³² If you do not qualify for Medicare because you don't receive Social Security, you can still receive Medicare if you are: 65 or older and a citizen or a lawful permanent resident who has lived in the United States continuously for five years.

	Medicare Part A (Hospital Insurance)	Medicare Part B (Medical Insurance)
How do I apply?	<ul style="list-style-type: none"> • If you already receive social security benefits, you do not need to do anything. (You will be automatically enrolled in Medicare Parts A and B the month you turn 65 years old or upon your 24th month of entitlement to SSDI) • If you are close to age 65 and not yet receiving either social security or Medicare, or if you only want to apply for Medicare and not social security benefits, you can apply three months before the month you turn 65, the month you turn 65, or in the three months after the month in which you turn 65 • You can apply online at www.socialsecurity.gov or go to a social security office 	
Office locations:	To find a social security office, go to https://secure.ssa.gov/apps6z/FOLO/fo001.jsp	

ELDERLY PHARMACEUTICAL INSURANCE COVERAGE (EPIC) PROGRAM

EPIC is a supplemental prescription plan to Medicare Part D beneficiaries 65 and over, which offers a reduced co-payment schedule to its members. It will supplement the cost of drugs purchased during Part D's initial coverage period, coverage gap (donut hole), and catastrophic phases, once the Part D deductible, if any, is met. Since Medicare Part D is the primary payer and EPIC is the secondary payer, EPIC will wrap around the Medicare Part D co-payment amount. Seniors who receive full Medicaid benefits are not eligible for EPIC.

	EPIC Fee Plan	EPIC Deductible Plan
Description of benefit:	<ul style="list-style-type: none"> • Must pay an annual fee, depending on your household income • Pay a reduced co-payment (\$3 - \$20) for prescriptions, after the Part D deductible (if any) has been met 	<ul style="list-style-type: none"> • No annual fee • Must pay the full price of your prescriptions until you reach your Medicare Part D deductible (if any) first, then you must meet your EPIC deductible (a set \$ amount for the year which depends on your household income) • Pay a reduced co-payment (\$3 -\$20) after the EPIC deductible, and the Part D deductible (if any) has been met
Who qualifies?	• Immigrants eligible for Medicare, are eligible for EPIC	
How do I qualify?	<ul style="list-style-type: none"> • Must be age 65 or older • Must live in New York State • Must be enrolled in a Medicare Part D prescription drug plan • Single seniors can make up to \$20,000 • Married seniors can make up to \$26,000 	<ul style="list-style-type: none"> • Must be age 65 or older • Must live in New York State • Must be enrolled in a Medicare Part D prescription drug plan • Single seniors can make between \$20,001 and \$35,000 • Married seniors can make between \$26,001 and \$50,000
More information:	<ul style="list-style-type: none"> • http://www.health.state.ny.us/health_care/epic/index.htm • EPIC Hotline: (800) 332-3742 (many languages are available) 	
How do I apply?	• http://www.health.state.ny.us/health_care/epic/application_contact.htm (English and Spanish)	

Health Care Service Programs

NURSE FAMILY PARTNERSHIP

The Nurse Family Partnership is a free program for women having their first baby. Nurses visit first-time mothers at their home throughout their pregnancy and until their baby is two years old. Immigration status does not matter.

Nurse Family Partnership	
Who qualifies?	<ul style="list-style-type: none">• All immigrants (including the undocumented)
How do I qualify?	<ul style="list-style-type: none">• A woman must be less than 28 weeks pregnant with her first baby• Household income must not be more than a set \$ amount• Can be any age
More information:	<ul style="list-style-type: none">• http://www.nyc.gov/html/doh/html/ms/ms-nfp.shtml
How do I apply?	<ul style="list-style-type: none">• Applications are available at Nurse Family Partnership offices (see below)
Contact information and Office locations:	<ul style="list-style-type: none">• To find an office and its contact information, go to http://www.nursefamilypartnership.org/locations/New-York and http://www.nyc.gov/html/doh/html/ms/ms-nfp.shtml

Housing Programs

PUBLIC HOUSING

The New York City Housing Authority (NYCHA) owns and operates 334 public housing developments containing about 180,000 apartments. Currently, the rent paid by each family depends on 3 factors: the amount and source of the family's income; the number of family members who are eligible immigrants; and in some cases, family and apartment sizes. The vast majority of families pay 30% of their adjusted income, or 10% of their gross income, whichever is higher. The amount a family pays is determined every year based on information provided by the tenant and verified by NYCHA.

Public Housing	
Who qualifies?	<ul style="list-style-type: none"> • Most qualified immigrants^{33, 34}
How do I qualify?	<ul style="list-style-type: none"> • Must be at least 18 years old • To qualify for senior housing, you or your co-head (spouse or domestic partner, if any) must be at least 62 years old years of age <ul style="list-style-type: none"> -Seniors should use the same application as all other applicants • Household income must not be more than a set \$ amount • Must clear a criminal background check • All applicants must have a face-to-face interview (If you cannot go to the office, a telephone interview may be scheduled)
More information:	<ul style="list-style-type: none"> • http://www.nyc.gov/html/nycha/html/assistance/app_for_pubhsg.shtml
How do I apply?	<ul style="list-style-type: none"> • Applications to public housing may now be made online at https://apply.nycha.info/. • Applications can also be requested from the NYCHA website at https://a996-housingauthority.nyc.gov/nycha_applications/public_housing_application.aspx or picked up at a NYCHA office. • A list of these offices and their contact information can be found at http://www.nyc.gov/html/nycha/html/assistance/borolocations.shtml (NYCHA uses an elaborate priority coding system to determine the applicant's place on the waiting list and how quickly applicants will receive an eligibility interview for public housing. If an interview is not scheduled within one year, the applicant must file an application at least 30 days before the expiration date to maintain his or her place on the waiting list.) • To check the status of an application, go to https://selfserve.nycha.info/eservice_enu/start.swe?SWECmd=Start&SWEHo=selfserve.nycha.info

³³ Immigrants eligible under the Housing Act include most qualified immigrants except Cuban/Haitian entrants, battered spouses, and children of a U.S. citizen or lawful permanent resident. If you are a Cuban/ Haitian entrant who is residing in the U.S. under grant of parole, then you are eligible.

³⁴ As long as 1 person in the household is a U.S. citizen or a qualified immigrant, the household can apply. The fewer eligible people in the household, the less the benefit amount.

SECTION 8 VOUCHER

Effective December 10, 2009 the waiting list for all applications, including emergency applications, is closed. There is little indication as to when applications will be accepted again. Applicants who were on the NYCHA waiting list remain on the waiting list and will be called for an eligibility based on their priority.

The Section 8 Voucher program provides a rental subsidy to eligible families and individuals. Recipients receive a voucher which enables them to rent housing in the private market. They generally pay 30% of their income for the gross rent (rent plus a utility allowance). The landlord must agree to be a partner with the Section 8 program.

Section 8 Housing Assistance	
Who qualifies?	<ul style="list-style-type: none">• Most qualified immigrants³⁵
How do I qualify?	<ul style="list-style-type: none">• Must be at least 18 years old• Household income must not be more than a set \$ amount
More information:	<ul style="list-style-type: none">• http://www.nyc.gov/html/nycha/html/section8/section8.shtml (English)
How do I apply?	<ul style="list-style-type: none">• Effective December 10, 2009 the waiting list for all applications, including emergency applications, is closed.

³⁵ See Footnotes 33 and 34 above.

Housing Exemptions

DISABILITY RENT INCREASE EXEMPTION (DRIE)

The DRIE program enables low income tenants with disabilities who live in eligible housing to receive an exemption from paying future increases in their rent. To obtain the exemption, the monthly rent that is currently being paid must be 1/3 or more of the household's aggregate disposable income. You should apply within 120 days of your rent increase to receive the most benefits.

Disability Rent Increase Exemption (DRIE)	
Who qualifies?	<ul style="list-style-type: none"> • There are no citizenship or immigration status criteria
How do I qualify?	<ul style="list-style-type: none"> • Must rent an eligible apartment (renters who live in Public Housing or Section 8 housing do not qualify) • Must be a disabled adult and the head of household on the apartment lease or a disabled adult and the spouse (or domestic partner) of the person on the lease • Must receive Social Security Disability Insurance, Supplemental Security Income, Veteran's Pension or Compensation or disability related Medicaid • Household income must not be more than a set \$ amount • Must pay one third or more of your household income in rent
More information:	<ul style="list-style-type: none"> • http://www.nyc.gov/html/dof/html/property/exemptions.shtml • Contact 311
How do I apply?	<ul style="list-style-type: none"> • http://www.nyc.gov/html/dof/html/home/home.shtml

SENIOR CITIZEN RENT INCREASE EXEMPTION (SCRIE)

The SCRIE program enables low income tenants 62 and older who live in eligible housing to receive an exemption from paying future increases in their rent. To obtain the exemption, the monthly rent that is currently being paid must be 1/3 or more of the household's aggregate disposable income.

Senior Citizen Rent Increase Exemption (SCRIE)	
Who qualifies?	<ul style="list-style-type: none"> • Qualified immigrants and PRUCOL
How do I qualify?	<ul style="list-style-type: none"> • Must be at least 62 years old and be the head of the household • Must live in a rent-controlled, rent-stabilized apartment, Mitchell-Lama apartment³⁶ or rent-regulated hotel unit • The apartment or hotel unit must be your home • Household income must not be more than a set \$ amount • Must pay one-third or more of your household income in rent • No cap on the \$ value of what you own
More information:	<ul style="list-style-type: none"> • http://www.nyc.gov/html/hpd/html/tenants/scrie.shtml • Contact 311 • For Mitchell-Lama tenants only: http://www.nyc.gov/html/hpd/html/tenants/scrie.shtml
How do I apply?	<ul style="list-style-type: none"> • http://www.nyc.gov/html/dof/html/forms_reports/property_forms_tenant_scrie.shtml – for rent regulated apartments • http://www.nyc.gov/html/hpd/html/tenants/scrie.shtml – for Mitchell Lama

³⁶ Mitchell-Lama apartments are apartments for middle-income families.

Frequently Asked Questions on Applying for Services (FAQs)

IF I RECEIVE A PUBLIC BENEFIT, WILL I BE CONSIDERED A PUBLIC CHARGE? WILL THIS AFFECT MY GREEN CARD OR CITIZEN APPLICATION?

Receiving most benefits will NOT stop you from obtaining your green card. But if you have received or are receiving cash benefits under the SSI, Family Assistance, New York’s Safety Net programs or institutional Medicaid and you are not yet a permanent resident, you may have difficulties obtaining a green card unless you are exempt from public charge. Refugees, people granted asylum or having T nonimmigrant status, victims of domestic violence who are adjusting to permanent residence under the Violence Against Women Act (VAWA) or any other humanitarian based immigration status can receive all benefits, including cash, without risk of being considered a public charge.

There is no public charge test for citizenship applicants. Receiving public benefits, including cash benefits, will NOT stop you from becoming a U.S. Citizen. The benefits of becoming a U.S. Citizen are many and include: being able to vote in federal elections, being able to travel with a U.S. passport, and bringing family to the United States.

HOW MUCH INCOME CAN I HAVE?

The amount of income you can have is different for each benefit. Because the income limits change every year, you should always learn more information about the benefit from the government agency, an immigration service provider, or a nonprofit group to see if you qualify. For most benefits your household income must not be more than a set amount. Household income does NOT matter when applying for these benefits:

- Social Security Disability Insurance (SSD)
- Federal and State Child and Dependent Care Credit
- Reduced Fare MetroCard
- Unemployment Insurance
- School Meals (breakfast only)
- Summer Meals (breakfast and lunch)
- Universal Prekindergarten (UPK)
- Out-of-School Time (OST)
- Medicare
- School Tax Relief (Basic STAR)
- Disabled Homeowners’ Exemption (DHE)
- Veteran’s Exemption

DO I HAVE TO HAVE A JOB?

No, to apply for most benefits, you do not need to have a job. For some benefits (Cash Assistance and SNAP), you may have to work a set number of hours once you receive the benefit so that you can keep it.

HOW MUCH MONEY WILL I RECEIVE?

The amount of the benefit will depend on several factors, such as your household size, your household income, and other factors such as shelter expenses and out of pocket dependent care expenses. Every person’s situation is different, so your benefit amount will differ from other individuals applying for the same benefits.

HOW DO I APPLY FOR A BENEFIT?

This guide does not give step-by-step instructions on how to apply for a benefit. You should call a nonprofit organization to help you apply for the benefit. You can also call 311 for help.

WHAT IF I HAVE A PROBLEM APPLYING FOR A BENEFIT, AM DENIED, OR DISAGREE WITH THE DECISION MADE?

Contact 311 or the agencies listed under “Additional Resources and Referrals” on page 9.

Additional Resources and Referrals

While this manual is a helpful resource for immigrants seeking more information on accessing public benefits, it is important to remember that additional assistance can be important in order to fully understand benefits and their application procedures and other qualifying factors.

311³⁷

311 is New York City's main source of government information and non-emergency services. You can connect to 311 in a variety of ways:

- Call 311 or (212) NEW-YORK (212-639-9675) from outside New York City
- Online by visiting <http://www.nyc.gov/apps/311/>
- Text 311-692
- Skype to NYC311
- Use a TTY or Text Telephone at (212) 504-4115
- Follow @ 311NYC on Twitter
- Download the iPhone or Android app

ACCESS NYC

ACCESS NYC is a website that helps you find out if you may qualify for over 30 City, State and Federal human service and benefit programs such as: Medicaid/Family Health Plus, SNAP (Food Stamps), School Meals, Senior Citizen or Disabilities Rent Increase Exemption (SCRIE/DRIE).

Learn about the different programs and find out how to apply, print applications or apply online, and find office locations. The ACCESS NYC website is available in 7 languages: English, Spanish, Chinese, Russian, Haitian Creole, Korean or Arabic. Visit www.nyc.gov/accessnyc to learn more.

NYS NEW AMERICANS HOTLINE

If you are interested in finding a referral for more information, please call the New York State New Americans Hotline at 1-800-566-7636 or visit a Single Stop Center. You can locate your closest center by visiting www.singlestopusa.org/locations/new-york/.

NEW YORK IMMIGRATION COALITION

The New York Immigration Coalition maintains a list of low cost immigration service providers, please call 212-627-2227 or visit <http://thenyic.org/find-help>.

COMMUNITY SERVICE SOCIETY

Community Service Society (CSS) counselors are available to help answer questions on public benefit programs such as Cash Assistance, SSI, SNAP, and publically subsidized housing programs, including Section and NYCHA. CSS can screen for benefits and help you apply, fix errors on your case if you are receiving a benefit, read government notices, and help you find additional help if you do not qualify. Call the Benefits Plus Learning Center's Information Line at 212-614-5552.

OFFICE OF THE PUBLIC ADVOCATE

Hotline: 212-669-7250

Email: gethelp@pubadvocate.nyc.gov

Webpage: advocate.nyc.gov

³⁷ Source: <http://www.nyc.gov/apps/311/>

Glossary of Eligibility Category Terms

Amerasians are lawful permanent residents (see below) born in Vietnam after January 1, 1962 and before January 1, 1976 who have a father who is a United States citizen.

Asylees are people already in the United States or found at a port of entry who are determined by an Immigration Court or agent to be unable or unwilling to go back to the country they come from because of a reasonable fear of persecution based on race, religion, nationality, membership in a certain social group, or political opinion.

Battered immigrant spouses and children have been abused or treated with extreme cruelty by a spouse or parent who is a United States citizen or lawful permanent resident (see below).

Cuban or Haitian entrants are citizens of Cuba or Haiti who have been granted parole (see below), or have an application for asylum (see above) in process or are in a removal proceeding in Immigration Court which has not yet resulted in a final Order of Removal.

Immigrants who were granted parole in the U.S. for at least one year are people who were allowed into the United States because of a dangerous emergency in their home country or because they can help the United States. Parole is often temporary. With the exception of Cubans, parolees must leave when the emergency is over or they can no longer help the United States.

Immigrants whose deportation or removal is being withheld are people who entered the United States and were put in removal proceedings, but an immigration judge decided that they would be harmed if they were deported or removed because of their race, religion, nationality, membership in a certain social group, or political opinion.

Nonimmigrants are people who are in the United States for a specific purpose for a set amount of time. This group includes students, workers, and tourists. Nonimmigrants do not qualify for cash assistance, SNAP or Medicaid but may be eligible for some of the other programs included in this manual.

Lawful Permanent residents (Permanent Resident Aliens or Green Card Holders) have the legal right to work, live permanently in the United States and apply for citizenship.

Lawfully present immigrants are qualified immigrants, nonimmigrants who entered the United States legally and who have not broken the terms of their visa and people who have been granted permission to remain in the U.S. and have currently valid employment authorization. (See the section on Eligibility Categories Used to Qualify for Public Benefits at the beginning of this manual for a complete list.)

Lawfully residing active duty service member or honorably discharged veterans and their families are qualified immigrants who have entered the United States legally, currently serve or have served in the U.S. military, and are lawfully residing in the United States.

Public Charge is an individual who is likely to become primarily dependent on the government for subsistence, as demonstrated by either the receipt of public cash assistance for income maintenance or institutionalization for long-term care at government expense.³⁸

PruCoL (Permanently residing under Color of Law) immigrants are people who live in the United States and the Department of Homeland Security (DHS) knows they are here. DHS has given permission to these immigrants to stay in the United States or is not taking any steps to deport them, usually because they are applying for some benefit. In general they are not eligible for federal public benefits like SNAP or Family

³⁸ Source: <http://www.uscis.gov/>

Assistance but they are eligible for state, local and city benefits. However, the rules are stricter for state cash assistance and someone first applying for an immigration benefit will be eligible for Medicaid but not Safety Net. There are many types of PRUCOL immigrants, such as immigrant crime victims (U visa holders) (see below), immigrants granted parole in the U.S. for less than 1 year, immigrants with deferred action status, or people under Orders of Supervision. In New York State, they can qualify for state and city benefits.

Qualified immigrants (Qualified aliens) are people in several different categories (see the section on Eligibility Categories Used to Qualify for Public Benefits at the beginning of this manual for a complete list) who have legal and proper documentation and are eligible for federal, state, and city benefits.

Refugees are people outside their country of nationality who are unable or unwilling to go back to that country because of fear of persecution because of their race, religion, nationality, membership in a certain social group, or political opinion. Refugees apply for and get this status before they enter the United States.

Trafficked immigrants (T visa holders) are people brought into the United States and forced into prostitution, slavery, or forced labor. They receive a T visa. Trafficked immigrants are not technically qualified immigrants, but by law, they can receive all the same benefits as refugees.

Victims of Crime (U visa holders) are undocumented immigrants who have suffered major physical or mental abuse as crime victims (domestic violence, assault, rape, etc.) and obtain legal status by helping authorities prosecute crime. They receive a U visa. U visa holders are not qualified immigrants, but are PRUCOL (see above). They do not qualify for all benefits.

Undocumented immigrants are immigrants who entered the United States without legal papers or who stayed longer than their visa allowed. They only qualify for a few benefits.

U.S. citizens are people who were born in the United States, Puerto Rico, Guam, U.S. Virgin Islands, or Northern Marianas. Also includes people who became U.S. citizens by naturalization, by acquisition (through a U.S. citizen parent), or by derivation (through a parent's naturalization).

U.S. nationals are people who are born in countries that are in U.S. possession, such as American Samoa.

The Fund for Public Advocacy, listed partner organizations, language translators and language reviewers made every effort to print accurate and reliable information. It does not guarantee or warrant that the information is complete, accurate, or up-to-date. The Fund reviewed the benefits highlighted in this guide by examining information posted on the websites of the government agencies that administer the benefits and/or contacting an agency representative to verify information to the extent possible, as of 6/12/13. The Fund for Public Advocacy, listed partner organizations, language translators and language reviewers assumes no responsibility for the use or application of any printed material and assumes no responsibility for any error or omission.

If you are seeking specific information or need assistance with the application process, please contact the government agency directly or a nonprofit group, if applicable. If you are seeking immigration status information, you should seek professional legal advice.