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## **Gun Violence Prevention Grant Initiative**

### **Supportive Services Policy**

Supportive services are provided for eligible and enrolled youth as defined in the Gun Violence Prevention (GVP) Grant Initiative. Supportive services include assistance with technology, transportation, child care, dependent care, housing, uniforms and other appropriate work attire, work-related tools, (including such items as eye glasses and protective eye wear), may also include assistance with educational testing, reasonable accommodations for youth with disabilities, and referrals to health care.

Supportive Service assistance to participants will be provided specifically for work or school related training and activities. This would include classes, job interviews, transportation to school or work, or other activities pertaining towards school and/or work.

#### **Request and Approval Process:**

Youth participants will provide all supporting documents to their Case Manager for review and approval by the Program Coordinator. In order to qualify for a supportive service the participant must be actively participating in the GVP program and meet all program requirements. Staff must consider whether the service is reasonably required based on the individual's need, as outlined in the Individual Service Strategy (ISS). Staff must also document the circumstances and services provided and maintain documentation justifying the expense in the hard file as well as in the OSOS comments.

#### **Transportation:**

Public transportation fare and gas cards are covered expenses for commuting to and from job and/or school related activities. Participants may receive a bus pass or gas card, but must provide required documentation of work related activities including regular attendance and participation in the identified activity (i.e. weekly attendance record, weekly/bi-weekly pay stub etc). Gas cards are secondary to bus tickets and may only be available if the participant's worksite or class is not located on a Rockland County TOR bus route or if the bus ride is over an hour long each way. These options would be discussed with the Case Manager prior to approval.

#### **Clothing & Supplies:**

Work clothing, such as uniforms, boots, and business attire, required for training, to start a job or to participate in a work experience may be available for eligible participants. In order to qualify for this service, the youth participant must be enrolled in either a course through the GVP or

have a job related need, and provide documentation of this need. Documentation of purchase (i.e. receipt of payment) must include what clothing/supplies was purchased and a description of either the job or training program. Equipment such as stethoscopes, blood pressure cuffs, helmets, gloves, protective eyewear, etc. may also be requested. The cost may not exceed the actual cost of the tools and equipment required by the training or occupation.

**Technology:**

Youth participants may be eligible to receive technology to assist with their GVP funded training program. Technology will be made available either on a rental or permanent basis depending on the type of technology necessary and the needs of the program participant. To be eligible for technology assistance, youth must be actively enrolled in a GVP funded training program.

**Other Supportive Service Referrals:**

The following services will be provided through appropriate referrals:

Mental Health Services, Housing, Childcare, Drug/Alcohol Counseling, Food Services, Legal Services, Immigration Services, Disability Services

**Total Payments:**

The total amount of funding per participant shall not total more than \$300 including: tablets, laptops, and other technological devices; work attire, uniforms, etc.; textbooks, school supplies, etc. If a youth participant does not use their full allotment, it will be made available for another participant with the approval of the Case Manager and Program Coordinator. No one participant would be eligible for more than \$500 worth of supportive services.