

DYCD Community
Development
Community Action
Program



- THE COMMUNITY SERVICES BLOCK GRANT •
- THE COMMUNITY ACTION BOARD •
- NEIGHBORHOOD ADVISORY BOARDS •

FREQUENTLY ASKED QUESTIONS

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What are Community Services Block Grants (CSBG)?

CSBG grants support programs and services that help low-income families and individuals attain skills, knowledge, motivation, and opportunities to become self-sufficient.

The CSBG program began as the Economic Opportunity Act of 1964—part of President Lyndon B. Johnson’s “War on Poverty”—and was updated with the Community Service Act of 1975. President Ronald Reagan replaced it in 1981 with CSBG, which required funds to be administered by the states. Since 1964, the law has required **Maximum Feasible Participation** of residents in the decision-making process of which programs and services are needed and funded in their communities.

How much does New York City receive?

The City of New York receives \$32.6 million in CSBG funding, annually. It allocates:

- \$15.6 million to the Neighborhood Development Areas initiative (NDAs) for programs including: *Economic Development, Safety & Crime, Literacy, Immigrant Services, Educational Support, Healthy Families, and Senior Services.*
- \$17 million is allocated to citywide initiatives such as: *Fatherhood, Comprehensive Services for Immigrant Families, English as a Second Language, Adolescent Literacy, the Summer Youth Employment Program (SYEP) and classes to obtain the Family Development Credential.*

Who does the CSBG program serve?

It targets people living below 200 percent of the federal poverty level. Each receives CSBG funds for a wide range of programs and services in these low-income communities. NDA programs target the neighborhoods with the highest percentages of families with low household incomes. DYCD uses data from the NYC Department of City Planning to make the boundaries for each NDA. The goal for these programs is to serve at least 80 percent of those living within a ½-mile boundary of the NDA.



What is the NYC Department of Youth and Community Development's (DYCD's) role?

The New York State Department of the State transfers CSBG funds to Community Action Agencies (CAA); DYCD, as the CAA for New York City, allocates and oversees grants for local programs and services. To meet the requirement of *Maximum Feasible Participation*, the citywide Community Action Board (CAB) and local Neighborhood Advisory Boards (NABs) allow local residents to assist DYCD with community development planning, and to help guide the City in allocating federal CSBG funding which supports programs to alleviate the conditions of poverty.

What are the CAB's responsibilities?

The CAB has 45 members: 22 residents represent low-income communities served by CSBG; eight representatives are from the private sector: profit and non-profit businesses/organizations; and 15 representatives are from the public sector: including the Mayor, Borough Presidents, Public Advocate, Comptroller, and NYC Council Speaker. These members:

- provide advice on creating and operating programs
- participate in developing program priorities
- help choose the contractors who carry out program initiatives
- make recommendations to DYCD regarding board functions

What are the NAB's responsibilities?

Each NAB has 12 members who represent an NDA. Members may serve up to two three-year terms. Each serves as a representative of part of the neighborhood receiving NDA program services. DYCD directly appoints six members, and DYCD appoints the remaining six members with referrals from the City Council, the Borough President, the State Assembly, the State Senate, and the US House of Representatives. Each NAB identifies community priorities and recommends specific programs. Members:

- take part in community development planning to help allocate CSBG funds for human services programs focused on alleviating the conditions of poverty in their area
- conduct a Community Needs Assessment (CNA) to establish program priorities for their area by collecting information from the community through surveys and public hearings
- use the information collected to decide program funding priorities
- read and rate funding proposals to determine program providers
- fulfill other related duties and attend board development and informational trainings

Who qualifies for the NAB? Board members must:

- be full-time residents of the NDA for six months or more
- be at least 16 years old
- have no formal connection to organizations receiving CSBG funds from DYCD
- not be employed or have a household member employed by DYCD

Who leads the NAB? Board members elect their leadership:

- Chairperson runs all board meetings and corresponds with DYCD NAB Liaison
- Vice Chairperson assumes the powers and duties of the Chairperson in their absence
- Secretary records all votes and prepares minutes of all meetings
- Assistant Secretary assists the Secretary and assumes the duties of the Secretary in their absence

When do the NABs meet?

- Meetings take place at least once every three months during the year and at least monthly during the Community Needs Assessment and the process for funding programs
- Each Board holds an organizational meeting in the fall, to nominate and elect officers and set up a meeting schedule for the next year
- A quorum—50 percent of Board members plus one—must be present for a meeting to go forward
- Members will receive program reports and may advise on program revisions or improvements
- *All meetings are open to the public.*

NAB activities that are prohibited:

- Members in an official capacity may not engage in voter registration or electioneering on behalf of a political candidate.
- Members may not be involved in the operations or oversight of DYCD-funded programs.
- Boards may not compete with organizations to deliver program services or receive funds.

How do I get more information or apply for a NAB membership?

Go to nyc.gov/dycd/ or [click here](#) to apply. You may also contact the DYCD Neighborhood Advisory Board Unit at 646-343-6499 or email NAB@dycd.nyc.gov.