File #: Int 0289-2014, **Version:** A

Int. No. 289-A

By Council Members Cumbo, Williams, Deutsch, Chin, Cornegy, Eugene, Gibson, Koo, Levine, Reynoso, Rose, Treyger, Menchaca, Rosenthal, Rodriguez, Lander, Levin, Vallone, Salamanca and Kallos

A Local Law to amend the administrative code of the city of New York, in relation to the provision of housing applications in multiple languages by the department of housing preservation and development

Be it enacted by the Council as follows:

Section 1. Article 1 of subchapter 4 of chapter 2 of title 27 of the administrative code of the city of New York is amended by adding a new section 27-2096.1 to read as follows:

§ 27.2096.1 Application forms; languages required. a. As used in this section, the following terms have the following meanings:

Application form. The term "application form" means any application form or corresponding instruction materials that the department uses to select persons to whom it will provide services.

Mandatory language. The term "mandatory language" means English and any covered language, as defined by subdivision j of section 8-1002.

Optional language. The term "optional language" means any language other than a mandatory language.

b. The department shall make all application forms available in all mandatory languages.

c. The department may make application forms available in any optional language.

d. The department shall provide a notice with all application forms that such application forms are available in all mandatory languages and any optional language used pursuant to subdivision c of this section. Such notice shall be written in all mandatory languages and any optional language in which application forms are provided pursuant to this section.

e. The department shall prominently display, on its website and in portions of its offices that are open to the public, notices that application forms are available in all mandatory languages and any optional language in which application forms are provided pursuant to this section.

§ 2. This local law takes effect 120 days after it becomes law, except that the commissioner of housing and preservation development may take any actions necessary, including the promulgation of rules, before such effective date.

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LS# 0999-2014
11/4/16 4:49pm