



## FREQUENTLY ASKED QUESTIONS

### 1. What is the 2023 Governor’s Summer Youth Employment Program (GSYEP)?

The 2023 Governor’s Summer Youth Employment Program aims to provide youth 14-17 years of age opportunities for positive youth development and valuable workforce experience needed to become responsible, productive, and contributing members of society.

### 2. What are the criteria to participate in the 2023 Governor’s Summer Youth Employment Program?

To be considered for the program applicants must be:

- Between the ages of 14-17 (by June 19, 2023)
- Resident of Guam
- Must be able to complete six (6) weeks, 30 hours per week, of the program (June 19<sup>th</sup>-July 28<sup>th</sup>)

### 3. Where can interested applicants pick up an application?

Applications will be available:	Date and time:	Location:
Online	May 12, 2023, 12:00 a.m.- May 26, 2023, 11:59 p.m.	<a href="http://dya.guam.gov">dya.guam.gov</a>
In-person	May 12- 26, 2023 Monday-Friday 8:00 a.m. to 5:00 p.m.	<p><b>DYA’s Youth Resource Centers:</b></p> <p><b>Lågu-</b> 143 Catalina Ln., Dededo (Across Maria Ulloa Elementary School) <b>Phone Number:</b> (671) 635-4393</p> <p><b>Kåttan-</b> 228 Teresita Ln., Mangilao (Behind DYA’s main compound) <b>Phone Number:</b> (671) 477-9557</p> <p><b>Håya-</b> 321 Calle De Los Marteres, Hågat (Across Hågat Church) <b>Phone Number:</b> (671) 565-5031</p>



#### 4. What documents are required to enroll in the program?

In order to successfully enroll in the program, all applicants will be required to submit the following documents and information:

- Completed 2023 Governor's Summer Youth Employment Application Form
- Copy of applicant's photo ID (i.e., Guam ID, Driver's License, Passport, Military ID or Current School ID)
- Copy of parent/guardian's photo ID (i.e., Guam ID, Driver's License, Passport, or Military ID)
- Copy of applicant's Social Security Card
- If applicable, Authorization Agreement for Automatic (Direct) Deposit Form. This form has to be certified by your bank.

Failure to submit the above-mentioned documents and information along with a completed application will be deemed as incomplete and will not be accepted.

#### 5. When will applications be accepted?

Applications will only be accepted on Saturday, May 27, 2023, from 10:00 a.m. - 6:00 p.m. at the Guam Premier Outlets. **Incomplete applications will not be accepted.**

#### 6. Who can submit an application?

Only the parent/guardian and/or applicant can submit an application. A parent/guardian can submit up to five (5) GSYEP applications.

#### 7. Will participants need to submit a W-4 tax form?

No. Guam tax will not be deducted from the participants' payroll. NOTE: W-2 Guam Wage and Tax Statement will be issued by DYA in February 2024 for all GSYEP participants.

#### 8. What if the applicant does not have a photo ID?

The GSYEP application and required documents must be submitted on May 27, 2023. DYA will not accept an incomplete submission.

#### 9. What if the applicant does not have a Social Security Card?

Upon submission of the application, the applicant or parent/guardian will be required to sign and attest that the Social Security number provided is true and correct.



**10. How are the youth being selected?**

Applicants are required to meet the criteria of eligibility (refer to Question #2) and submit a completed application packet with required supporting documents.

**11. How many hours can the youth work and how much are they paid?**

Participants will be required to complete 30 hours per week to earn \$300 weekly, for six (6) weeks; beginning June 19, 2023 and ending on July 28, 2023.

**12. What are the requirements to apply for direct deposit?**

Participants must have a bank account with their name. An Authorization Agreement for Automatic (Direct) Deposit Form must be filled out and verified by the applicant's bank upon submission on May 27, 2023.

**13. What payroll deductions will be applied?**

Social Security and Medicare tax will be deducted from each payroll.

**14. Who is responsible for paying the youth?**

This program is funded by the Governor's Office in coordination with the Department of Youth Affairs.

**15. Who is responsible for placing the youth at worksites?**

The Department of Youth Affairs. Placement is based on the applicant's indicated interest / skills on their submitted application, as well as agency availability. DYA will do its best to assign participants based on their requests.

**16. How will my child find out if he/she has been selected?**

Applicants or Parent/Legal Guardian will be notified via phone call and/or email prior to the start of the program. Please be sure to provide reliable contact information, including email address, on the application. DYA may be calling from an "Unknown" or "Private" number. Information provided by DYA will include work placement, point of contact, contact number of your assigned agency, etc.

**17. Can a youth participant change work assignments?**

Any changes to job site placement or work assignments will be addressed on a case-by-case basis.

**18. Will lunch be provided and if not will the youth be able to leave the worksite for lunch?**

Lunch will not be provided by GSYEP or the host agency. Participants must provide their own lunch.

Participants can leave the worksite for lunch if the **GSYEP Permission to Leave Worksite** authorization form is signed by the parent and submitted to the host agency.



**19. Will participants be able to make up hours if they are unable to report for duty on their daily schedule?**

Participants must communicate with the host agency to make-up hours for the week

**20. Will participants be able to earn service-learning hours during GSYEP?**

Yes. Participants can earn service-learning hours after they complete their 30 hours per week. This is also at the discretion of the participant's school and assigned agency.

**21. Are applicants eligible if they have plans to travel off island or attend summer school during the course of the program?**

Applicants must be able to fully complete the required 30 work hours per week during the six (6) week program (June 19<sup>th</sup>-July 28<sup>th</sup>).

**22. Who can parents/applicants contact for further inquiries?**

Please call (671) 735-5010 if there are any further questions.