



FREQUENTLY ASKED QUESTIONS

1. What is the 2024 Governor’s Summer Youth Employment Program (GSYEP)?

The 2024 Governor’s Summer Youth Employment Program aims to provide youth 15-17 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 2024 Governor’s Summer Youth Employment Program?

To be considered for the program applicants must be:

- Between the ages of 15-17 (by June 17, 2024)
- Resident of Guam
- Must be able to complete six (6) weeks, 30 hours per week, of the program (June 17th through July 26th)

3. Where can interested applicants pick up an application?

Applications available:	Date and time:	Location:
Online	May 13, 2024 - May 24, 2024	dya.guam.gov
In-person	May 13, 2024- May 24, 2024 Monday-Friday 8:00 a.m. to 5:00 p.m.	DYA Director’s Office - Building A Lågu Resource Center - Dededo Kåttan Resource Center - Mangilao Håya Resource Center - Hågat



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 2024 Governor's Summer Youth Employment Application Form
- Copy of Photo ID of applicant (i.e. Guam I.D., Driver's License, or Passport)
- Copy of photo ID of parent/legal guardian (i.e. Guam ID, Driver's License, or Passport)
- Copy of applicant's Social Security Card or document confirming SSN (i.e. tax form) or copy of document confirming Taxpayer Identification Number

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. What additional documents are required for applicants interested in Early Childhood Development and Child Care positions?

- Completed Health Certificate Clearance Application (select *Institutional*). Applicants must obtain clearance by a healthcare provider (refer to page 2 *HEALTHCARE PROVIDER CERTIFICATION* in the Health Certificate Clearance Application).
- Completed BCCS Consent for Disclosure of Client Information form
- Completed Police Clearance Authorization Form
- Completed Court Clearance Authorization Form

An instructional guide on how to properly fill out forms will be available to download at dya.guam.gov

6. When will applications be accepted?

Applications, along with ALL REQUIRED DOCUMENTS, will be accepted on **Saturday, May 25, 2024 at George Washington High School Cafeteria from 10:00 a.m. to 4:00 p.m.** INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

7. Who can submit an application?

Anyone may submit a completed application. However, as part of the learning process, it is encouraged for each youth to submit their own application. Any incomplete applications will be turned away. Applications will be considered incomplete if required documents are not provided or the application is missing signatures.

8. 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 (Date/Time to be announced).*



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

The GSYEP application and required documents must be submitted on **May 25, 2024**. DYA will not accept an incomplete application.

10. 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.

11. How are youth selected?

Applicants are required to meet the criteria of eligibility (refer to Question #2) and submit a completed application packet with required supporting documents. Application submission is a first come first serve basis and will take place on Saturday, May 25, 2024 at George Washington High School Cafeteria.

12. 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 17, 2024 and ending on July 26, 2024.

13. Will direct deposit be available?

No.

14. What payroll deductions will be applied?

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

15. How is this program being funded?

This program is made possible by both local and federal funds.

16. 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.

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

Applicants or Parent/Legal Guardian will be notified via phone or email prior to the start of the program. Please be sure to provide reliable contact information, including a monitored 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.



18. Can a youth participant change work assignments?

No. Assignment is based on interest and availability.

19. Will lunch be provided?

No. Participants must provide their own lunch.

20. Will the youth be able to leave the worksite for lunch?

The **GSYEP Permission to Leave Worksite** authorization form *must* be signed by the parent/legal guardian and submitted to the host agency should the participant wish to leave the worksite.

21. 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.

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

Yes. GSYEP participants may earn service-learning hours after completing the required 30 work hours per week. Any hours completed after the 30 work hours can be counted as service-learning hours*. Keep in mind, Guam's Child Labor Law prohibits 15-17 year olds from working more than eight (8) hours a day and forty (40) hours per week. Participants must coordinate their service-learning hours with their supervisor and respective schools.

*This information aligns with 17 GCA §4124(c)(4) Service-Learning Guidelines- Students shall *not* receive monetary compensation for Service-Learning.

23. 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 17th - July 26th).

24. Who can parents/applicants contact for further inquiries?

Please call (671) 735-5010/28/38 if there are any further questions.

Americans with Disabilities Act (ADA) Accommodation

The Department of Youth Affairs is committed to providing access, equal opportunity and reasonable accommodations for individuals with disabilities in employment, its services, programs, and activities. If your child(ren) is selected to participate in the Governor's Summer Youth Employment Program and they are a youth with a disability that requires reasonable accommodations in order to participate, please contact 671-735-5028 to discuss your specific accommodation needs confidentially.