



## FREQUENTLY ASKED QUESTIONS CHILDCARE COMPONENT

### 1. What is the 2025 Governor's Summer Youth Employment Program?

The 2025 Governor's Summer Youth Employment Program (GSYEP) 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. The program comprises two components; GovGuam and Childcare.

- The GovGuam component consists of various participating Government of Guam agencies, the Legislature, and the Judiciary of Guam.
- The Childcare component consists of participating Childcare Development Fund (CCDF)-certified childcare centers, youth-focused organizations, and village summer camps.

*The following FAQs are specific to the GSYEP-Childcare component.*

### 2. What are the criteria to participate in the 2025 GSYEP-Childcare component?

To be considered for the program, applicants must be:

- Applicants must be 15-17 years of age **on or before June 9, 2025**.
- A Resident of Guam.
- Able to complete the full six (6) week program, 30 hours per week (June 9<sup>th</sup> through July 18<sup>th</sup>).

### 3. 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 2025 GSYEP-Childcare Application Form
- Copy of Applicant's Photo ID (e.g. Guam I.D., Driver's License, or Passport)
- Copy of parent/legal guardian's Photo ID (e.g. Guam ID, Driver's License, or Passport)
- Copy of Applicant's Social Security Card or other official document confirming Applicant's SSN or Taxpayer Identification Number (e.g. filed tax forms).

Please note, there are some additional documents required for the GSYEP-Childcare component. See **Item 4** below for additional information.



**4. 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 and have a current PPD (Tuberculosis skin test) (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
- Completed Health Certificate Authorization Form

*An instructional guide on how to properly fill out forms will be available to download at [dya.guam.gov](http://dya.guam.gov).*

**5. Are applicants required to submit police and court clearances?**

Applicants are **not required** to obtain clearances. Complete **all** authorization forms and submit with GSYEP Application. DYA will obtain clearances on behalf of the applicant. Parent/legal guardians' signature is required on all authorization forms.

**6. What is required of the applicant when submitting their GSYEP Application?**

Applicants are **required** to obtain medical clearances from their primary care provider (refer to pages 2 & 3 of the Health Certificate Clearance Application). A PPD skin test should be within 6 months. If the applicant completed a PPD skin test within 6 months, they should contact their primary clinic to obtain physician signatures as indicated in the Health Certificate Clearance Application.

**7. What should applicants do after completing the Health Certificate Clearance Application and obtaining medical clearances?**

Applicants are **required** to submit a copy of their Health Certificate Clearance Application with their GSYEP application. DYA will contact selected applicants and/or their parents/legal guardians informing them of the days/times to submit their Health Certificate Clearance Application to the Division of Environment Health.



**8. Where and when can interested applicants pick up an application?**

Type of Application:	Applications available:	Date and time:	Location:
Childcare	<u>In-person</u> only	March 12 - March 28, 2025  Monday-Friday  8:00 a.m. to 5:00 p.m.	<b>Lågu Youth Resource Center - Dededo</b>  <b>(671) 635-4392/3</b>  <b>Kåttaa Youth Resource Center - Mangilao</b>  <b>671) 477-9557/8</b>  <b>Håya Youth Resource Center - Hågat</b>  <b>(671) 565-5031/2</b>

*Lågu - 143 Catalina Ln., Dededo (across Maria Ulloa Elementary School)*  
*Kåttaa - 228 Teresita Lane, Mangilao (Behind the Dept. of Youth Affairs main compound)*  
*Håya - 321 Calle De Los Marteres, Hågat (across Hågat Church)*

**9. When and where will applications be accepted?**

Applications will be accepted beginning **March 12, 2025, through March 28, 2025**, between the hours of **8:00 a.m. to 5:00 p.m.** Applications must be submitted to the Youth Resource Center where the application was picked up from.

**10. Who can submit an application?**

Anyone may submit a completed application. However, as part of the learning process, it is encouraged for each applicant to submit their own application.

**11. 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).*



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

Applicants must provide some form of valid, government-issued photo ID to participate in the program. If submitting a current-year (SY 24-25) school ID, a copy of the applicant's birth certificate must be provided as well.

**13. 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.

**14. How are applicants selected?**

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

**15. How will the applicant be notified if he/she has been selected?**

Applicants or Parent/Legal Guardian will be notified via phone or email, at least two weeks 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 host, etc.

**16. How many hours can the participant work and how much are they paid?**

Participants will be required to complete 30 hours per week to earn \$300.00 gross weekly, for six (6) weeks; beginning June 9, 2025 and ending on July 18, 2025, for a total of \$1800.00 gross for completing the full program.

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

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

**18. Will direct deposit be available?**

No.

**19. How is this component of the program being funded?**

The GSYEP-Childcare component is funded by the Child Care and Development Fund (CCDF) Program in accordance with the Child Care and Development Block Grant (CCDBG) guided by 45 CFR §98.



**20. Who is responsible for assigning participants after they have been selected?**

The Department of Youth Affairs.

Assignment is based on the applicant's interest / skills indicated on their submitted application, as well as host availability. DYA will do its best to assign participants based on their requests.

**21. Can a participant change work assignments?**

Work assignments can be changed on a case by case basis.

**22. Will lunch be provided?**

No. Participants must provide their own lunch.

**23. Will the participant be able to leave the worksite for lunch?**

Leaving your worksite for your lunch hour is possible with prior authorization.

A **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.

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

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

Participants must complete thirty (30) hours a week for the full six (6) week program.

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

Participants must consult with their respective schools before performing any service learning hours.

**26. 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 9<sup>th</sup> - July 18<sup>th</sup>).

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

(671) 477-9557/8 or (671) 735-5034

**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) 477-9557/8 to discuss your specific accommodation needs confidentially.