



**HURRICANE SANDY RECOVERY
RESOURCES FOR NONPROFITS AND CLIENTS
UPDATED 1/29/13 (updates in *italics*)**

- *The Federal Emergency Management Agency has approved a 30-day extension for survivors to register for federal disaster assistance. The new registration deadline for Hurricane Sandy survivors in New York is **Feb. 27**. FEMA also approved a 14-day extension to the Transitional Sheltering Assistance (TSA) program. The new checkout date for applicants staying in hotels under this program is **Sunday, Feb. 10**. See the announcement and application information [here](#).*
- *See this [announcement](#) from FPWA about documenting and addressing the needs of immigrant populations in hurricane-affected areas. Serving as an intermediary organization, FPWA will work with other agencies over the next eight weeks to deploy teams of outreach workers who will canvass the hardest-hit areas of the City to survey immigrant households about their needs, connect them with services, and provide information on the City's plans for long-term disaster case management.*
- *The New York State Office of Mental Health has created the [Project Hope Crisis Counseling Program](#) to assist individuals, families, and groups impacted by the disaster caused by Hurricane Sandy in October 2012. Project Hope offers free and confidential supportive counseling and public education services to Hurricane Sandy disaster victims in New York City and Nassau, Suffolk, Rockland, and Westchester Counties. Project Hope was initiated in November 2012 and it is anticipated that it will operate until fall 2013. Project Hope is funded by the [Federal Emergency Management Agency \(FEMA\)](#) and administered on the federal level by the Center for Mental Health Services at [SAMHSA](#).*

Resources for Nonprofits

- DYCD has given providers UPDATED guidance on how to handle damaged documents in the wake of Hurricane Sandy, and will no longer require bids from document restoration companies. Please note that these instructions apply to all contracts you have with DYCD, and should cover the period FY 07 to the present. Please further note that DYCD will need a written request from you, including everything listed below, in order to consider your request for document disposal.
 - Certification from you that there is no Comptroller audit or any pending litigation, claim, or investigation related to any of your City contracts.
 - An inventory of hard copy documents that were damaged or destroyed, with as much specificity as possible. The list should be augmented by computer records. So, for instance, you can put down "Individual participant files for NDA Contract #xxx for FY 07", and attach to it the computer record of all the participants in that program for that year. Any other program-related documents, such as correspondence with DYCD, should be listed and accompanied by computerized records, where possible.
 - An inventory of hard copy documents relating to budget and fiscal matters that were damaged or destroyed, for instance, receipts that would be used to back up claims submitted to DYCD for reimbursement. Again, the list should be accompanied by any computerized records that relate to these documents.
 - Video and/or pictures of damaged documents, file cabinets, and office damage.
 - A list of all equipment or furniture purchased with DYCD funds that were lost or damaged.

- Once you have compiled the above, please send the package to us with a cover letter explaining that you are requesting approval for disposal of documents. Once we receive this request in writing, we will give you a written response on how to proceed and/or a waiver of the document retention provisions of the contract.
 - Here are two helpful links about how to deal with damaged documents
 - <http://www.archives.gov/preservation/holdings-maintenance/wet-records.html>
 - <http://www.nps.gov/hfc/pdf/cons/wet-collection-recovery.pdf>
- The City's Group Purchasing entity, Essensa, has provided information on two companies that assist with document recovery.
 - Sungard - electronic
 - Standard Register – paper
 - The contacts at Essensa are Ken O'Reggio, Koreggio@innovatix.com and Warren Clanton, Wclanton@essensa.org.
- Hunger Solutions NY has put together a compilation of Sandy resources, that can be found [here](#).
- NYDIS is hosting NYC Faith Community "Relief Coordination" Conference Calls for FEMA VALs, NYDIS Members and NYC Congregations, Judicatories, FBOs and their NVOAD Partners. The calls are at 4pm on Monday, Wednesday and Friday, Call: #401-694-1515 – PIN 41427#. Contact info@nydis.org for more information.
- NYDIS has posted a Sandy [Recovery Guide & Resources](#) page that will be updated daily with the latest information and resources for your agency, caseworkers, clients and/or congregations.
- Congressman Jerrold Nadler has created a [Guide to FEMA & Federal Resources Following Hurricane Sandy](#).
- The Community Service Society of NY has put together a helpful [spreadsheet](#) of many of the federal, state, and city benefits available to those impacted by the storm.
- The [Aidmatrix Network](#), has been setup to direct people looking to donate money or goods to nonprofits as part of Hurricane Sandy recovery efforts. Nonprofits can also register here to receive donations.
- Mayor Michael R. Bloomberg announced several efforts to support New York City's nonprofit organizations in the wake of Hurricane Sandy. Building on a strong commitment to support and strengthen the nonprofit sector, the initiatives include the NYC Nonprofit Recovery Loan Program, a \$26 million bridge loan program, pro-bono legal assistance dedicated to nonprofits, briefings regarding federal reimbursements and filing procedures, updated nonprofit assistance information on NYC.gov and support for nonprofits at the NYC Restoration Centers. You can read the full press release [here](#).
- Brookfield Office Properties is offering 100,000 square feet of office space to displaced nonprofits and small businesses at 250 Vesey Street, Brookfield Place (aka World Financial Center), free of charge. The space is equipped with tables, chairs, and internet and cellular connectivity. Interested organizations can contact Mark Kostic at mark.kostic@brookfield.com or 212-417-2516. In addition, Brookfield is offering the 29th floor of 4 WFC/250 Vesey as a venue for Sandy-related fundraisers free of charge; Brookfield will cover cleaning and electricity costs.
- For Legal information about disaster relief including upcoming webinars, visit [Lawyers Alliance for New York](#). If your organization has questions about assisting relief efforts or victims of Hurricane Sandy, contact Lawyers Alliance's resource call line at (212) 219-1800 ext. 224 for support.
- The Office of the State Comptroller has launched a splash page with helpful information about the storm and the ongoing recovery, including information for State agencies, local governments

and retirement system pensioners. The site also includes links to information on expedited contracts and recovery efforts. You can access the site [here](#).

- Due to Hurricane Sandy, the NYS Charities Bureau is extending the deadline to file Form CHAR500 and required attachments in parallel with the timeframe granted by the IRS. As you may be aware, the IRS is granting extensions of time to file IRS Form 990 to organizations affected by Hurricane Sandy (see [IRS-2012-83](#)) and whose original or extended time to file was from late October to January 31, 2013. Those organizations will have until February 1, 2013, to file with the IRS. Upon request, the Charities Bureau will grant the same extension of time to file Form CHAR500 and required attachments to any organization that is entitled to the IRS extension. Extension requests must be sent to charities.extension@ag.ny.gov. Information about how to request an extension is available at www.charitiesnys.com/hurricanesandy. If you have any questions regarding the extension, please email Charities.Bureau@ag.ny.gov with "Hurricane Sandy Extension" in the subject line.
- The U.S. Small Business Administration announced today that certain Private Non-Profit Organizations (PNPs) in New York that do not provide critical services of a governmental nature may be eligible to apply for low interest rate disaster loans. These loans are available as a result of a Presidential disaster declaration for Public Assistance resulting from damages caused by Hurricane Sandy that began on Oct. 27, 2012. See the [New York Nonprofit Press](#) for details.
- If Hurricane Sandy has impacted your organization's capacity to serve people and communities within the Rockaways, Staten Island, Coney Island, Red Hook and the Lower East Side, you may qualify for up to \$10,000 from United Way of New York City's Recovery Fund. Please click [here](#) for eligibility criteria and qualifying expenses. Please share with other Community Based Organizations whom you believe qualify and would benefit.
- [Philanthropy New York](#) is working intensively with Regional Associations throughout the affected area to coordinate and track philanthropic responses to the devastation caused by Hurricane Sandy. Our dedicated disaster response page will be updated frequently over the coming weeks with news on resources, initiatives and stories of impact.
- HSC has compiled information on how [nonprofits can track costs](#) related to Hurricane Sandy in order to apply for FEMA funding. This information should help you understand what expenses are reimbursable and give you an idea of what you may need in terms of documentation.
- The U.S. Department of Health and Human Services, located at 26 Federal Plaza, has now re-opened. Important contacts are listed below.
 - Jaime Torres, Regional Director: jaime.torres@hhs.gov
 - Dennis Gonzalez, Executive Officer: dennis.gonzalez@hhs.gov
 - Joynetta Bell, Regional Outreach Specialist: Joynetta.bell@hhs.gov
 - Karina Aguilar, Regional Outreach Specialist: karina.aguilar@hhs.gov
 - Phone: 212-264-4600 / Fax: 212-264-3620
- Legal Services NYC has a helpful list of [resources and services](#) they offer to help individuals in need of legal assistance related to Hurricane Sandy including FEMA applications, Housing, and Foreclosure Prevention.
- See this [Interactive map](#) for locations providing emergency services and availability of supplies
- The NonProfit HelpDesk is offering [Recovery/Prevention Services for Community-Based Nonprofit Organizations](#) and can provide nonprofits assistance in restoring technology systems, dealing with staff morale, and fundraising after a disaster.
- New York Senator Kirsten E. Gillibrand has published a [guide](#) to navigating the disaster assistance process. It includes Federal resources from the Federal Emergency Management Agency (FEMA), the Small Business Administration (SBA) and others.

- To help nonprofits affected by the storm, NPCC has set up a [web page](#) where members can let nonprofits know about possible office resources. If, for example, you have temporary office space available or meeting space where an organization can gather to plan, office equipment to donate, etc., let NPCC know so that we can spread the word. To post office resources available, email a brief description of the items(s), spaces, and a contact person's name, email and phone number to dmyers@npccny.org.
- This [list of resources](#) compiled by DHS (Hurricane Sandy Public Resources) is particularly helpful to hand out to people without internet access. HSC will share updates as they become available.
- The Office of the State Comptroller has notified state agencies that it will accelerate approval of contracts and payments related to hurricane recovery, and will monitor spending closely to ensure funds are spent assisting storm victims. OCS has helpful [resources listed on the OSC website](#).
- Community Resources Exchange has a [Hurricane Sandy Nonprofit Resources](#) page with valuable information and programs relevant to helping nonprofits recover and assist in recovery efforts.
- Bronx businesses in need of assistance should contact the Bronx Overall Economic Development Corporation at (718) 590-6252. The BOEDC has been in regular contact with FEMA, SBS and the New York City Economic Development Corporation to coordinate business outreach in the wake of the storm.
- Government Links
 - DISASTER ASSISTANCE SERVICE CENTER
<http://www.nyc.gov/html/misc/html/2012/dasc.html>
 - FOOD, BLANKET, AND WATER DISTRIBUTION LOCATIONS
<http://www.nyc.gov/html/misc/html/2012/foodandwater.html>
 - WARMING CENTERS (DAYTIME)
http://www.nyc.gov/html/misc/html/2012/warming_ctr.html
 - OVERNIGHT WARMING CENTER LOCATIONS AND BUS PICK UPS
http://www.nyc.gov/html/misc/html/2012/overnight_shelter.html
 - CONSOLIDATED SHELTERS
http://www.nyc.gov/html/misc/html/2012/hurricane_shelters.html
 - VOTING
 - General: <http://vote.nyc.ny.us/html/voters/absentee.shtml>
 - Poll site changes: <http://vote.nyc.ny.us/downloads/pdf/documents/boe/2012GeneralElection/pollsitechangepostsandy.pdf>
 - DOE PUBLIC SCHOOLS
<http://schools.nyc.gov/Home/InOurSchoolsToday/2012-2013/cancellations.htm>
 - MTA www.mta.info
- For a detailed list of updates and resources from the NYC Citizens Corps Council, click [here](#).
- For Legal information about disaster relief, visit the [Lawyers Alliance for New York](#).
- For 2-1-1 Regional Disaster Guides, click [here](#).

- Westchester County and the United Way of Westchester and Putnam are teaming up to launch a disaster recovery fund to help residents affected by the hurricane and grants will be made to nonprofits. Learn more [here](#).
- Information on where you can get some essential supplies from City's Group Purchasing Entity, Essensa
 - **FUEL/GASOLINE**
 - Joseph Kernel from Castle Fuel
 - (914) 381-6600
 - (718) 823-8800
 - Jerry from B Marathon
 - (718) 435-2200
 - **GENERATORS**
 - Contact Scott - 917 647-2413
 - Provide Information on
 - Size/Kilowatt # (ie: 100 KW, 400 KW, etc)
 - Generator Details:
 - Voltage
 - # of Phases (ie: 2 or 3)
 - # of Amps
 - Cable Length, in feet (if cable is needed)
 - # of sets of cables
 - Type of cable (ie: type 350N)
 - Confirm that requesting site has an engineer to install the generator; the LC cannot support installations.
 - Contact at organization responsible for the generator (name, phone #)
 - **OEM (FOR ANY OTHER SUPPLIES – Oxygen, stretchers, etc.)**
 - OEM's Healthcare number: 718-422-4666.
- JCRC will be sending out its UpLink newsletter with listings of community volunteer needs due to the storm. You can submit requests and updates to kaplanb@jcrny.org and can view the newsletter [here](#).
- Hurricane Sandy [Business Recovery Information](#).
- New York Communities For Change has information about how to file a claim for Property Damage:
 - File an [application](#)
 - Log your application with [New York Communities for Change](#) so they can assist in expediting your application.
- NYC has put together a package of support for businesses impacted by the storm
 - Emergency loans of up to \$10,000 for small and mid-sized businesses that have been interrupted as a result of the storm.
 - For larger businesses that were damaged, temporary City and State sales tax deferment on materials needed for rebuilding.

- For businesses displaced from their locations, we're offering temporary office space free of charge at the Brooklyn Army Terminal for the next 30 days.
- EDC has about 40,000 square feet of space at the Terminal that is now available for this use.
- Loans up to \$2 million are also available for business property losses not fully covered by insurance - and for businesses that have had cash flow problems caused by the storm and need funds to get back on their feet.
- That applies to small businesses, agricultural co-ops, and most nonprofits, regardless of size.
- To get information contact NYC Business Solutions by calling 311 or going to nyc.gov.

Resources for Clients

- New York City has agreed to participate in the federal D-SNAP program for disasters. This provides extra benefits for those already receiving SNAP and allows individuals not normally eligible for benefits to receive SNAP (more working families, immigrants, undocumented workers, those under sanction). The benefits are limited to 12 zip codes and there will be a seven day window for applications (starting Dec. 12 in Brooklyn and Dec. 14 Staten Island). See this [HRA flyer](#) for more details.
 - Those already receiving regular SNAP benefits DO NOT NEED TO APPLY for the D-SNAP benefits (in fact they can't apply). They will get it automatically if they are in right zip codes.
 - Only households living in the following zip codes on October 27, 2012 may apply:
 - Coney Island, Brooklyn (zip codes 11224 and 11235)
 - Red Hook, Brooklyn (zip code 11231)
 - Gerritsen Beach South of Allen Avenue, Brooklyn (partial area of zip code 11229)
 - Lower East Side, Manhattan (zip code 10002)
 - Staten Island: Southeast shore (zip code 10306), and North Midland Beach South of Seaview Avenue (partial area of zip code 10305)
 - The Rockaways, Queens (zip codes 11691, 11692, 11693, 11694, and 11697)
 - An individual or representative must apply in person starting on December 12, 2012. Households will have two locations to apply:
 - Downtown Brooklyn: 495 Clermont Ave., December 12 to December 18, 2012, 8:30 a.m. to 6 p.m.,
 - For the first 2 days, we are accepting applicants alphabetically, according to last names. Wednesday, December 12, only applicants with a last name beginning with A-M; Thursday, December 13, only applicants with a last name beginning with N-Z; All other days, are open to all applicants, regardless of last name.
 - Staten Island: New Dorp High School, 465 New Dorp Lane, Friday, December 14, 4-8 p.m., and Saturday & Sunday, December 15-16, 9 a.m. to 5 p.m., and Monday, December 17, 4-8 p.m.
 - This location is open every day to all applicants regardless of last name.

- NYC Mayor's Office of Immigrant Affairs has a document, which can be found [here](#) with information on overnight shelters, warming centers, food, water, blanket distribution sites, disaster assistance application info, and important contact numbers.
- Mayor Michael R. Bloomberg today launched [NYC Restore](#), a comprehensive effort to connect residents and businesses impacted by Hurricane Sandy with financial, health, environmental, nutritional and residential services, as well as Federal Emergency Management Administration (FEMA) reimbursement processing. The initiative consists of seven NYC Restoration Centers, accessible, neighborhood offices located in the communities that were hit the hardest to provide long-term assistance to New Yorkers.
- New York City residents experiencing emotional distress as a result of Hurricane Sandy can access free, confidential crisis counseling 24/7 through [LifeNet](#) (800-543-3638 and TTY at 212-982-5284), Spanish LifeNet (877-AYUDESE) and Asian LifeNet (877-990-8585). LifeNet, the city's only accredited, multi-lingual, free and confidential crisis hotline, is run by the Mental Health Association of New York City (MHA-NYC) and supported by the NYC Department of Health and Mental Hygiene.
- Legal Services NYC is asking for help in spreading the word about a special LS-NYC legal helpline setup for New York City residents who have Sandy-related civil legal needs. You can find flyers about the helpline in [English](#), [Spanish](#), [Chinese](#), and [Russian](#).
- FEMA has important information for immigrants in need of [services](#).
- WIC
 - Due to restocking issues, WIC vendors in New York City, Nassau and Suffolk are allowed to fill partial WIC checks (for example, if they have milk, but not bread) to enable WIC recipients to get food where they can find it. WIC vendors can call 646-530-2490 for more information.
- Food Stamps/SNAP
 - The federal government has authorized that every current SNAP recipient in the impacted areas/zip codes for the storm automatically will get 50 percent of October's benefits placed on their cards.
 - FNS is authorizing the replacement of 50 percent of the October benefits for households in Nassau, Orange, Putnam, Rockland, Suffolk, Sullivan and Westchester Counties and the [76 designated ZIP codes in New York City](#).
 - The feds also approved the state waiver to allow SNAP recipients that reside in areas that currently have individual assistance designations (i.e. Bronx, Kings, Richmond, Queens, New York, Nassau, Rockland, Suffolk, and Westchester) to have the ability to purchase hot foods and hot food products with SNAP benefits, and to consume them on-premise, where practical, through November 30, 2012.
- If you have Spanish speaking clients, please share [this document](#) (Info for Spanish Speaking Clients) from The Committee for Hispanic Children and Families with valuable recovery information and resources.

Donations

- The North Star Fund has created a [Grassroots Hurricane Relief Fund](#) for grassroots organizations and activists who are aiding disenfranchised families and communities cope with Hurricane Sandy.

- UJA-Federation of New York is accepting donations through their [Hurricane Sandy Relief Fund](#), to assist their network of agencies and communities recover and heal. One hundred percent of all donations will be used for aid.
- Brooklyn Community Foundation is launching the Brooklyn Recovery Fund today and has raised nearly \$500,000 already. See [Brooklyn Fund Launch Announcement](#) and [Brooklyn Recovery Fund](#) for more information.
- If you would like to donate to those most affected by Hurricane Sandy please consider visiting [UWSandyRecovery.org](#) to donate to the United Way Regional Hurricane Sandy Relief Fund. You can also use your phone to text RECOVERY to 52000 to make a \$10 donation.
- The [CDP Hurricane Sandy Disaster Fund](#) is operating a website for donors who would like to know who is doing effective work on the ground.
- Make a financial contribution to the [Mayor's Fund to Advance New York City](#), and direct it towards Sandy relief and recovery efforts.
- NY Charities has a list of nonprofits assisting in recovery efforts and you can make a donation directly from their [website](#).

To Find Volunteer Opportunities in NYC

- Hurricane Sandy has resulted in blood supply shortages across the City. Giving blood is an easy way for people across the City to give back. For more information visit [nybloodcenter.org](#)
- Occupy Sandy maintains an [extensive and current listing](#) of volunteer opportunities, donation sites, and resource lists for Sandy victims.
- United Neighborhood Houses has an updated [Hurricane Sandy Volunteer & Donation Needs](#) page, which lists the needs of member agencies and the communities they serve.
- In partnership with the City of New York, United Way of New York City is calling for volunteers to go door-to-door through the hardest hit neighborhoods and check on residents, making sure they have food and water as well as information about where to access basic items and services.
If you are able to volunteer over the course of the next week, you can make a big difference and help our communities recover more quickly. Please complete this [Volunteer Interest Form](#) and someone will be in touch with you soon.
- [Hurricane Evacuation Zone Finder](#) (find shelters near you where you can volunteer)
- [Brooklyn Community Foundation](#)
- [NY Cares](#)
- [Red Hook NYC Recovers](#)
- [UpLink Newsletter](#)