



## 2025 BROOKLYN COMMUNITY BOARD APPLICATION

### APPLICATIONS CLOSE ON FEBRUARY 14, 2025

If you have any technical issues with submitting this application or other questions, please email Director of Community Boards Carol-Ann Church at [carol-ann.church@brooklynbp.nyc.gov](mailto:carol-ann.church@brooklynbp.nyc.gov) prior to the deadline.

Thank you for your interest in [Brooklyn Community Boards](#).

The Office of Brooklyn Borough President Antonio Reynoso solely collects and uses information provided by the applicant in furtherance of its duties and/or obligations pursuant to the law. All personally identifiable information (i.e., name, address, phone number, email, other information that identifies an applicant as a person), is stored in a secure environment. Moreover, the Office of the Brooklyn Borough President does not rent or sell personally identifiable information, nor would the Office of the Brooklyn Borough President exchange or trade such information with third parties without the applicant's explicit permission.

All information in Section I must be completed for the application to be considered.

**Note:** The Freedom of Information Law (FOIL) may allow for public review of this application upon request.

Pursuant to the New York City Charter Section 2800 you must be a New York City resident to serve on a community board. To qualify for a particular board, you must live, work in, or have a professional or other significant interest within the board's district. The Office of the Brooklyn Borough President considers **a professional or other significant interest in the board's district** as:

- 1) **An employee of a city agency or organization located in the district and serving its residents.**
- 2) **A member of the board of directors of an organization based in the district.**
- 3) **A student attending a school located in the district.**
- 4) **A property or business owner.**

If you are seeking a council member's nomination, we suggest you reach out to that council member after you have submitted your application.

## **DELIVERY INSTRUCTIONS**

An electronic application is available on the website for online submission.

Emails **will not** be accepted. Completed paper applications must be delivered to Brooklyn Borough Hall by **mail or hand delivery only in a sealed envelope containing all supporting documents**. Envelope should be addressed to the following:

ATTN: Community Boards Unit Brooklyn  
Borough Hall  
209 Joralemon Street  
Brooklyn, NY 11201

*If you're mailing in your completed application, it must be post-marked by February 14, 2025.*

SECTION 1

**Contact Information**

**Name**

Title	First Name	Last Name	Suffix

**Home Address**

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Street Address

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Apt. #

Address Line 2

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City

State/Province/Region

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Postal/Zip Code

Country

**Primary Number**

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**Home Number**

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**Date of Birth**

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MM DD YYYY

**Email**

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**Emergency Contact's Name**

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**Emergency Contact's Phone Number**

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**The following documents are required to be enclosed with the application.**

**1) Professional Information**

A copy of your resume and/or a short biography.

**2) Statement of Interest**

If you have **documents-related** questions, please email: [cbapplication@brooklynbp.nyc.gov](mailto:cbapplication@brooklynbp.nyc.gov).

## SECTION II

### *Eligibility*

To be eligible to serve on a Brooklyn community board, you must be a New York City resident. To qualify for a particular board, you must live, work, or have a professional or other significant interest in that board's district.

### *Application Type*

- New applicant (not currently appointed by the Borough President to serve on a community board; includes Public Members\*).
- Re-applicant (currently appointed by the Borough President to serve on a community board; excludes Public Members\*).

\*Public members are appointed by the community board chairperson to serve on a committee. Public members do not vote at general board meetings.

I am applying for membership based on where:

- I live.
- I work.
- I attend school.
- I own a business or property.
- I have a significant interest.

I am applying for membership on Community Board \_\_\_\_\_ based on the address below:

**If you are applying based on significant interest (business, property ownership - primary residence not included, etc), please detail the reason that makes you eligible to serve in this district.**

**SECTION III**

*Employment And Professional Information*

If present employment is less than one year, please provide previous employment in your resume and/or short biography.

- |   |  |
|---|--|
| <input type="checkbox"/> Business Owner           | <input type="checkbox"/> Lobbyist                  |
| <input type="checkbox"/> Non-Profit               | <input type="checkbox"/> Retail                    |
| <input type="checkbox"/> NYC Employee             | <input type="checkbox"/> Student                   |
| <input type="checkbox"/> Self-Employed/ Freelance | <input type="checkbox"/> State or Federal Employee |
| <input type="checkbox"/> Private Sector           | <input type="checkbox"/> Trades (building)         |
| <input type="checkbox"/> Family Manager           | <input type="checkbox"/> Retired                   |
| <input type="checkbox"/> Caregiver                | <input type="checkbox"/> Unemployed                |

**Name of Current Employer / Business(es) / School**

**Title / Position (if applicable)**

**Address of employer, business, or school (where applicable)**

**List any special skills, interests, professional certificates, or licenses.**

**SECTION IV**

*Conflicts of Interest*

**Please note:** Conflicts of Interest Board rulings require that applicants disclose whether they or their employers derive any income representing clients before the Community Board (i.e., attorneys, architects, consultants, etc.). These rulings do not automatically exclude one from board membership, but a review of this information is essential.

To the best of your knowledge, are you employed by, on the board of, or a member of, any entity (e.g., business, or nonprofit) with proposals, programs, requests, applications, licenses, or any other matters that may come before a community board for review, funding, support, or approval during the next two years?

**Do you have any interests as described above that may come before a community board for review?**

- Yes
- No

**Do you have immediate family on the board to which you are applying?**

- Yes
- No

**If yes, please identify the person, entity, or the nature of the interest.**

## SECTION V

### *Demographic Profile*

The following information is requested to help ensure that community boards are diverse, inclusive, and representative, as Section 2800(a) of the New York City Charter requires. **Please note that you are not required to answer these questions, and this will in no way impact your application.** If you wish not to answer any question, please select ‘Prefer not to answer.’

#### **Gender Identification**

- Male
- Female
- Non-binary
- Other: (Please specify )
- Prefer not to answer.

#### **Age**

- 16-17 years old (**16 by April 1<sup>st</sup>**)
- 18-19 years old
- 20-29 years old
- 30-39 years old
- 40-49 years old
- 50-59 years old
- 60-69 years old
- 70 years and older
- Prefer not to answer.

#### **Tell us how you identify (select all that apply)**

- African American / Black
- Caribbean
- East Asian / Southeast Asian / Pacific Islander
- European
- Latina/o/e/ Hispanic
- Native American / American Indian
- Southwest Asian (Middle Eastern) / North African
- South Asian
- Sub-Saharan African
- White
- Prefer not to answer



**Is there any other background information you would like for us to know? (Please select all that apply.)**

- Parent / guardian of a child (Pre-K to 12) grade
- Immigrant
- Person with a disability
- Veteran / military service
- Non-native speaker of English
- LGBTQ+
- Prefer not to answer.

**Is there anything else you would like us to know about how you self-identify?**

**Education (select the highest level)**

- Some High School
- High School Graduate or Equivalent
- Trade or Vocational Certification
- Some College
- Associate degree
- Bachelor's Degree
- Some Graduate School or Professional School
- Master's Degree
- Law Degree
- Medical Degree
- Doctoral Degree
- Prefer not to answer

## Housing

### Own

- Condo
- Co-op
- House
- Limited Equity Co-op
- Mitchell Lama

### Rent

- NYCHA/ Public Housing
- Rent-Regulated Apartment
- Roommate, Lodger, Rent a Room
- Section 8/ FHEPS
- Single Room Occupancy
- Live with Family (not Head of Household)
- Market rate (unregulated apartment)
- Other
- Prefer not to answer.

## Transportation and Technology

I use the following transportation modes:

	<i>Not at all</i>	<i>Sometimes</i>	<i>Often</i>
Personal Vehicle	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
For-Hire Vehicle (Uber, Lyft, car service, etc.)	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
Bike or any micro mobile device such as an e-scooter or e-bike	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
Manual or electronic wheelchair or mobility scooter	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
Subway/Train	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
Bus	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
Access-a-ride or other paratransit service	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
Walking	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3

**Do you have a computer, smart phone, or tablet with internet in your home? (Select one)**

- Yes
- No

**On a scale of 1 (not comfortable) to 5 (comfortable), how comfortable are you using video conferencing platforms (Zoom, WebEx, Skype, etc.)?**

1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
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## SECTION VI

### Community Involvement and Organizational Affiliations

**How many years have you been affiliated with the community district to which you are applying?**

**All applicants should attend at least one board meeting before applying:  
In 2024, I ... (Select all that apply)**

- Attended 3 or more full community boards meetings (virtually or in-person)
- Served as a Public Member of a committee appointed by the board chairperson
- Attended 2 or more committee meetings
- Visited the community board website to which I am applying
- Attended community board member trainings
- None of the above

Each year, a community board is required to submit a Statement of Community District Needs and Budget Priorities to the Department of City Planning. The Statement is an assessment of the district's infrastructure and services as well as funding requests for improvements.

Have you read the community board's most recent statement?

- Yes
- No

If no, the statement can be found at <https://communityprofiles.planning.nyc.gov/>

**Have you held public office?**

- Yes  
 No

## **SECTION VII**

*Statement of Interest. Please choose one of the following options:*

**Option 1: If you are between the ages of 16-21, please write a statement of interest considering the questions below and include it with your application.**

1. Why have you chosen to apply to become a community board member?
2. What organizations or clubs are you involved with?
3. Community boards are large bodies with diverse interests. What is your approach to having productive conversations when others disagree with you?
4. What amenities, programs, services should every community have to support youth and young adults in reaching their goals?
5. Is there additional information you want to provide that would be useful in considering your application?

**Option 2: If you are a new applicant, please write a statement of interest considering the questions below and include it with your application.**

1. Why have you chosen to apply to become a community board member?
2. What do you believe you can bring to the community board to improve it?
3. Community boards are large bodies with diverse interests. What is your approach to having productive conversations when others have differing opinions?
4. What is your perspective on adding housing to the community district?
5. What organizations or clubs are you involved with?
6. Is there additional information you want to provide that would be useful in considering your application?

**Option 3: If you are currently a board member, please write a statement of interest considering the questions below and include it with your application.**

1. What motivates you to continue serving as a board member?
2. How do you contribute to the board?
3. As a board member what is your primary community concern and how are you working to address it?
4. Community boards are large bodies with diverse interests. What is your approach to having productive conversations when others have differing opinions?
5. What is your perspective on adding housing to your community district?
6. What organizations or clubs are you involved with?
7. Is there additional information you want to provide that would be useful in considering your application?

Each community board has a monthly general meeting which members are **REQUIRED** to attend **in-person** or virtually. Whether meetings are in-person or virtual is determined solely by New York State Open Meetings Law and the by-laws of individual boards. In addition, there are various hearings, committee meetings, land use meetings, and workshops that require your virtual and/or in-person attendance.

**If appointed, do you commit to attending the mandated general monthly meeting?**

- Yes
- No

**If appointed, do you commit to attending training and workshops, hearings, and committee meetings, whether virtually or in-person?**

- Yes
- No

**If appointed, do you commit to exercise these duties fully until term expiration?**

- Yes
- No

----- (Continued on next page) -----

**SECTION VIII**

**CERTIFICATION STATEMENT**

**I affirm** that I am a New York City resident above the age of 16 who lives, works, attends school, or otherwise has a significant interest in the district of the community board to which I am applying.

**I affirm** that the address/es provided in the application reflect where I currently live, work, attend school or otherwise have a significant interest in the district of the community board to which I am applying.

**If appointed, I will,** within 60 days of appointment provide proof of address based on the eligibility-category of live, work, school or significant interest in a manner prescribed by the Borough President on appointment.

**If appointed,** I understand it is my responsibility to notify the Office of the Brooklyn Borough President of any changes in residence, employment, school enrollment, or any other factor that would affect my eligibility for community board membership.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**I affirm** that I am not employed by the Brooklyn Borough President or by a City Council Member who may make recommendations for appointment to the Community Board to which I am applying.

**I am not employed** by the State or City of New York in a position at or above the level of Assistant Commissioner (or equivalent title). If employed in such a capacity, I have secured a mayoral waiver allowing me to serve on a community board and have attached a copy to this application. If I am employed by the City of New York in any capacity, I have clearly indicated this in the Employment section of this application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I am fully aware that community board membership requires my regular attendance and participation at Board meetings, meetings of committees to which I will be assigned, and public hearings that maybe convened. **Excessive absences will constitute cause for my removal from the Community Board.**

I commit to participating and completing the required Equal Employment Opportunity, Diversity, and Compliance trainings.

I am both willing and able to make this commitment of time and effort to serve my community.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I agree to abide by all New York City Conflict of Interest laws and rules. In all my community board activities, I will seek to adhere to the principles of good government, honesty, accountability, and the avoidance of conflicts of interest, both perceived and actual.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I hereby authorize the Office of the Brooklyn Borough President to take reasonable and necessary steps to verify the accuracy of the foregoing statements and representations. I further agree to cooperate with said Office in any verification efforts.

I hereby affirm that all information in this application is complete, truthful, and accurate to the best of my knowledge. I acknowledge that any falsification there of shall lead to immediate termination if appointed.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I have read and signed **all** the attestations on the Certification Statement.

\_\_\_\_\_

**Signature**

**SECTION IX**

*Application Checklist*

**I have**

- added all my contact information.
- included requested documents: resume & short biography.
- filled out the eligibility section.
- filled out the employment and professional information.
- filled out conflict of interest section.
- included what I preferred in my demographic profile.
- responded to the transportation and technology section.
- included my community involvement and organizational affiliations.
- included a statement of interest.
- responded to the certification statement.

**SECTION X**

Would you like to receive updates on events and news from Brooklyn Borough Hall? Sign-up here.

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Zip: \_\_\_\_\_