

NYC AUTHORIZED FEPS PROVIDERS¹

Community-Based Providers Serving the Bronx

(A case handler may process FEPS application for tenant/recipient with a court case **AND** a case handler may process a FEPS move, modification or restoration application without a court case)

Organization	Area Served	Phone Number	Intake Procedure
BronxWorks Hunts Point Multi Service Center 630 Jackson Avenue, 3 rd Floor Bronx, NY 10455	All of the Bronx	718-637-2630	Go to BronxWorks directly during business hours.
Catholic Charities Community Services Center #35 – Dyckman, 4055 10th Avenue, Lower Level, Room 25, NY, NY 10034	All of Manhattan & the Bronx	646-977-8955 <i>or</i> Julissa.Matias@archny.org (Waverly Site Supervisor)	Go to Catholic Charities during business hours.
Catholic Charities Community Services Center #13 – Waverly Job Center 12 West 14 St. 4th Fl. New York, NY 10011	All of Manhattan, the Bronx, & Staten Island	212-337-0213 <i>or</i> Ivette.Soto@archny.org (Dyckman Site Supervisor)	Go to Catholic Charities during business hours.
Catholic Charities Community Services East End/Hamilton Job Center 2322 Third Avenue, 4th Floor New York, NY	All of Manhattan & the Bronx	212-860-8291 <i>or</i> Arlene.Santiago@archny.org (East End Site Supervisor)	Go to Catholic Charities during business hours.

¹ Organizations change addresses, phone numbers, intake procedures, and locations. Contact providers prior to sending clients if you are not certain about the information. All Legal Aid Society addresses and phone numbers are correct, however, as of July 2014.

Bronx Legal Services Providers

(A lawyer may represent tenant/recipient in court and process FEPS application)

Organization	Area Served	Phone #	Intake Procedure
The Legal Aid Society 260 E. 161 st St., 8 th Floor Bronx, NY 10451	All of the Bronx	718-991-4600	Call 646-340-1920 on a Wednesday beginning at 9:00am
Legal Services NYC – Bronx 349 E. 149 th Street, 10th Floor Bronx, NY 10451	All of the Bronx	718-928-3700	Call (718) 928-3700 Monday – Friday, 10 – 4 for intake screening.
Legal Services NYC – Bronx (Courthouse Office) 1118 Grand Concourse, Rm. 370, Bronx, NY 10456	All of the Bronx	718-928-3700	Appointments are limited depending upon availability. Call (718) 928-3700 for intake screening.
Northern Manhattan Improvement Corp. Uptown Office 76 Wadsworth Ave, NY, NY 10033	All of Manhattan & the Bronx	Uptown Office: 212-822-8300	Uptown office has intake M and Th beginning at 8am on first-come, first-serve basis.
The Bronx Defenders 360 E. 161 st Street Bronx, NY 10451	All of the Bronx	718-838-7878	Representation restricted to existing clients of Bronx Defenders

Brooklyn Community-Based Providers

(Process FEPS applications for tenant/recipient with a court case **AND** process FEPS move, modification or restoration application without a court case)

CAMBA Center #66 (Bushwick Job Center) 30 Thornton St.(Basement) Brooklyn, NY 11206	All of Brooklyn	718-675-3373	Intake: Mon – Fri (9am-3:00pm) Scheduled by phone or same day walk ins accepted with relevant documentation.
Brooklyn Housing & Family Services 415 Albemarle Rd Brooklyn, NY 11218		718-435-7585	

Brooklyn Legal Services Providers

(May represent tenant/recipient in court and process FEPS application)

Organization	Area Served	Phone #	Intake Procedure
The Legal Aid Society (Courthouse Office) 141 Livingston Street Brooklyn, NY 11201 (9:30-11:00 am, M-F)	All of Brooklyn	718-722-3100 (main office)	9:30-11:30 am (walk-in for pre-screen)
Legal Services NYC – Brooklyn 1360 Fulton St. Brooklyn, NY 11216	All of Brooklyn	718-237-5559	Call hotline at 718-237-5539 on Tuesdays & Thursdays from 9:30am-11:30am, or call 718-237-5500 (9-5, M-F), to make appt for Friday walk-in clinic.
Legal Services NYC – Brooklyn 105 Court St. Brooklyn, NY 11201	All of Brooklyn	718-237-5559	Call hotline at 718-237-5539 on Tuesdays & Thursdays from 9:30am-11:30am, or call 718-237-5500 (9-5, M-F), to make appt for Friday walk-in clinic.
Brooklyn Legal Services Corp. A 260 Broadway Brooklyn, NY 11211	All of Brooklyn	718-487-2300	9am - 5pm by appointment
CAMBA Legal Services 885 Flatbush Ave. Brooklyn, NY 11226	All of Brooklyn	718-287-0010	Call for appointment

Manhattan Legal Services Providers

(May represent tenant/recipient in court and process FEPS application)

Organization	Area Served	Phone #	Intake Procedure
The Legal Aid Society (Harlem Community Law Office) 230 E. 106th St New York, NY 10029	All of Manhattan	212-426-3000	Call Thursdays between 9 & 10am and you will be called back
The Legal Aid Society (Courthouse Office) 111 Centre St., Room 106 NY, NY 10013	All of Manhattan	212-766-2450	Call or come in to be put on waiting list
Manhattan Legal Services (Upper Manhattan) 1 West 125th St., 2nd Fl. NY, NY 10027	All of Manhattan	646-442-3100	Call Mondays through Friday 9am to 5pm to make an appointment.
MFY 299 Broadway, 4th Floor New York, NY 10007	South of 110th St., Entire East Side	212-417-3812	Fridays from 1:30pm-4:30pm
Housing Conservation Coordinators, Inc. 777-10 th Ave. New York, NY 10019	Hell's Kitchen/Clinton & Upper West Side (34 th - 100 th Streets – on the West Side)	212-541-5996	Walk-in intake hours Mondays 4pm - 6:30pm or Thursdays 10am - 12:30pm with all relevant information (court papers, leases, notices received, proof of rental payments & proof of income for all household members such as tax returns, public assistance, pay stubs, Social Security award letters, etc. & birth certificates for all minors).
Northern Manhattan Improvement Corp. Courthouse Office 111 Centre Street, Room 323, NY, NY 10013 Uptown Office 76 Wadsworth Ave, NY, NY 10033	Courthouse: All of Manhattan Uptown Office: All of Manhattan & the Bronx	Courthouse: 212-566-0900 Uptown Office: 212-822-8300	Courthouse office handles post-evicts and denied OSCs only. Uptown office has intake M and Th beginning at 8am on first-come, first-serve basis
New York Legal Assistance Group (NYLAG) 7 Hanover Sq., 18 th Floor New York, NY 10004	Manhattan & other boroughs	212-613-5000	9:00am-3:00pm on M,W,Th

Queens Community-Based Provider

(Process FEPS applications for tenant/recipient with a court case **AND** may process FEPS move, modification or restoration application without a court case)

Organization	Area Served	Phone #	Intake Procedure
Queens Community House - Eviction Prevention Unit 165-08 88th Ave – Rm. 217, Jamaica, NY	All of Queens	718-883-8310	Walk-ins welcome or call for an appointment

Queens FEPS Providers

(May represent tenant/recipient in court **and** process FEPS application)

Organization	Area Served	Phone #	Intake Procedure
The Legal Aid Society Queens Neighborhood Office 120-46 Queens Blvd. Kew Gardens, NY 11415 Courthouse Office 89-17 Sutphin Blvd – Rm 160 Jamaica, NY	All of Queens	718-286-2450	Walk-ins at Courthouse Office Mon or Wed at 9:00 a.m. or call for screening Mon, Wed, or Fri from 9-11
Queens Legal Services 89-00 Sutphin Blvd, 3rd Fl. Jamaica, NY 11435	All of Queens	347-592-2200	Walk-in intake, M-Thurs. 10 – 3; emergency intake Fri, 10 – 3.
New York Legal Assistance Group (NYLAG Courthouse Office) 89-17 Sutphin Boulevard, Room 124, Jamaica, NY	All of Queens	718-262-7143	Walk-ins on Mon-Thurs from 9:30 to 12:30 & 2 to 4:30. Fri. from 9:30 to 12:30. Or call the intake number on Mon, Wed, Thur 9-3.

Manhattan Community-Based Providers

(Process FEPS applications for tenant/recipient with a court case **AND** may process FEPS move, modification or restoration application without a court case)

<u>Organization</u>	<u>Areas Served</u>	<u>Contact Information</u>
Catholic Charities Community Services Center #35 – Dyckman, 4055 10th Avenue, Lower Level, Room 25, NY, NY 10034	All of Manhattan & the Bronx	646-977-8955 <i>or</i> Julissa.Matias@archny.org (Waverly Site Supervisor)
Catholic Charities Community Services Center #13 – Waverly Job Center 12 West 14 St. 4th Fl. New York, NY 10011	All of Manhattan, the Bronx, & Staten Island	212-337-0213 <i>or</i> Ivette.Soto@archny.org (Dyckman Site Supervisor)
Catholic Charities Community Services East End/Hamilton Job Center 2322 Third Avenue, 4th Floor New York, NY	All of Manhattan & the Bronx	212-860-8291 <i>or</i> Arlene.Santiago@archny.org (East End Site Supervisor)

Community-Based Providers Serving Staten Island

(Process FEPS applications for tenant/recipient with a court case **AND** may process FEPS move, modification or restoration application without a court case)

Organization	Address	Phone	Intake Procedure
Catholic Charities Center #13 – Waverly Job Center <i>(Note: must go to Manhattan)</i>	12 West 14th Street, 4th Flr. NY, NY	212-337-0213 <i>or</i> Julissa.Matias@archny.org (Waverly Site Supervisor)	Go to Catholic Charities during business hours.
CAMBA Center #66 – Thornton Job Center <i>(Note: must go to Brooklyn)</i>	30 Thornton Street, Basement Brooklyn, NY 11206	718-675-3373	Call for appointment.

Staten Island FEPS Providers

(May represent tenant/recipient in court and process FEPS application)

Organization	Address	Phone #	Intake Procedure
The Legal Aid Society (Staten Island Neighborhood Office)	60 Bay St. Staten Island, NY 10301	347-422-5333	Mondays 9am-12pm
CAMBA Legal Services	648 Bay Street Staten Island, NY 10304	718-282-6473 Ext. 2	Call Mondays through Fridays 9am – 5pm for an appointment

FEPS Legal Services Provider for Young People Under 21

(May represent tenant/recipient in court and process FEPS application)

Organization	Address	Phone #	Intake Procedure
The Door	121-6 th Ave, 3rd floor New York, New York 10013	212- 941-9090 Ext 3250, Mike Williams	Call

