**Safe Families**
*for Children*

**NYC GoPass Instructions**
Background check to become a Safe Families Volunteer
(includes FBI and NY State fingerprinting)

1. Safe Families enters your information into the GoPass roster. We will need your: full name, Date of Birth, Social Security #, Address, Phone, and Email.
2. You will receive an email from GoPass with an account activation link. Create an account and confirm your profile. Complete a simple questionnaire with 10 Yes/No questions on your criminal history.
3. Generate and print your personalized referral form from GoPass.
4. Get fingerprinted at a GoPass location (takes 10-15 minutes). Bring a $60 check or money order (no cash or credit) and your ID.
   a. 65 Court Street, downtown Brooklyn
      Walk-in (no appointment)
      M-F 9am-5pm
   b. 100 Gold Street, downtown Manhattan
      Appointment needed: Email GoPass@schools.nyc.gov to schedule
      T or Th 10am-12pm
5. Receive a welcome email from GoPass when you are eligible (usually in 2-3 days)--please notify Safe Families of your eligibility: nyc@safefamilies.net


Questions? Contact Charisma: nyc@safefamilies.net or (815) 310-5397



NYC GoPass website: https://www.nycservice.org/pages/pages/72