

MEMORANDUM

DATE: October 10, 2019

TO: Job Center Directors, Supplemental Nutrition Assistance Program
(SNAP) Center Directors, Regional Managers, Support Services
Managers

FROM: James K. Whelan, Executive Deputy Commissioner *JKW*
Office of Policy, Procedures and Training

SUBJECT: Relocation of ICP, MMAP, OCP and CIU to 95 Evergreen Avenue

This Center Director (CD) Memorandum is being issued to announce that the following programs are moving to a new location at 95 Evergreen Avenue, Brooklyn, NY 11206:

- Income Clearance Program (ICP), currently located at 45 Nevins Street, Brooklyn, NY 11217, will move on October 11, 2019;
- Mailer Match Action Program (MMAP), currently located at 250 Livingston Street, Brooklyn, NY 11201, will move on October 18, 2019;
- Office of Central Processing (OCP), currently located at 260 11th Avenue, New York, NY 10001, will move on October 25, 2019; and
- Centralized Indexing Unit (CIU), currently located at 260 11th Avenue, New York, NY 10001, will move on November 1, 2019.

The hours of operation at the above programs will remain the same: Monday – Friday, 8:30 AM to 5:00 PM.

Effective October - November 2019

Related Items: FIA Model Center Handbook
PB #18-78-OPE

cc: FIA Call Center
Code X