



Defending Dignity
Strengthening Communities
Securing Justice

April 17, 2020

UPDATED MEMORANDUM (VERSION 3)

To: Local Agencies and Service Providers
From: Willa S. Payne, Esq.
Re: Legal Services Available During Health Crisis

Please be advised that Legal Services are still available during this health crisis. While our physical offices have closed, our staff is able to work remotely to continue to provide online and over the phone advice and counsel to the community.

Our eligibility guidelines remain the same, individuals and families who are at or below 200% of the Federal Poverty Guidelines are financially eligible for our civil legal services. Anyone needing services can apply in any of the following ways:

1. Online: at <https://www.lscny.org/intake-form/>
2. Call our legal assistant for De/ Ot Counties at: 607-231-5988
3. Call our helpline at 1-877-777-6152

Please note the following:

1. Those who have been laid off, lost their employment or are unable to work due to having children whose school has closed, may qualify for state unemployment benefits or the federal Pandemic Unemployment Assistance. The normal 7 day wait period has been waived. **Please see attached information sheet for additional information.**
2. CARES ACT stimulus payments have started going out. **Please see attached information sheet for additional information.**
3. Local Social Services offices are still open and are required to maintain normal operations. They are encouraging people to access the application for services at mybenefits.gov or call to have an application mailed to them. Face to face interviews are not being required and a telephone interview is being used instead. If community members are having difficulty accessing public benefits they should reach out to our advocates for assistance.
4. Executive Order 202.7 is allowing notarization by video for anyone who

requires forms to be submitted with a notary signature.

5. Executive Order 202.14 allows for remote witnessing of estate documents.
6. By Executive Order 202.8, dated March 7, 2020, evictions, and enforcement of eviction warrants of any kind are not being enforced in the state for ninety days. A Tenant' obligation to pay rent has not been waived.
7. Pursuant to Office of Court Administration Directives, only "essential matters" may be filed in the New York State Courts. In relation to housing issues, this would only include things like landlord lockouts, emergency repair orders and serious code violations. So, in addition to the moratorium on evictions, it is also the case that the Courts are not accepting any new filings of any "non essential" matters.