



April 21, 2020

Dear Nonprofit Discretionary Provider,

As we face the unprecedented challenges of COVID-19, our nonprofit providers remain critical partners in securing and supporting the safety and health of our communities, including our most vulnerable neighbors. With the current and shifting environment, we appreciate the need for guidance and clarity. It is with this in mind that we are writing today to provide information on discretionary awards and expenses.

At the outset, we want to affirm that discretionary awards have been, and will continue to be, cleared and registered during the City's State of Emergency. To expedite registration, the City is accepting digital signatures and has waived notary requirements, pursuant to [recent streamlining guidance](#). You can find the status of your organization's discretionary award through the [discretionary award tracker](#).

The City will be reimbursing discretionary contract expenses incurred on or before March 22, the date that Governor Cuomo placed New York on "pause." Please submit invoices to your contracting agency, per normal operating practices. We are expediting invoice payment practices to support cash flow.

For expenses incurred after March 22, the City will be reimbursing costs incurred for "essential work." The City Council is in the process of determining what existing scopes of work constitute "essential work."

We will continue to send updates and more information about discretionary "essential work," as it is available. In the meantime, you can reach City Council at discretionary@council.nyc.gov. You can also address questions to us – the City's centralized COVID-19 HHS Nonprofit Response Team – at c-19.hhsteam@mocs.nyc.gov.

Thank you,

C-19 HHS Response Team