



THE COUNCIL  
THE CITY OF NEW YORK  
FINANCE DIVISION  
250 BROADWAY, 15<sup>TH</sup> FLOOR  
NEW YORK, NY 10007-2594

## FREQUENTLY ASKED QUESTIONS FOR FISCAL 2020 DISCRETIONARY FUNDING COVID-19 RELATED ISSUES

**Question #1:** If our organization is still doing what it was originally contracted to do only in a different manner (e.g. virtually) can we be reimbursed and can we keep working and fulfill our contract?

**\*\*Answer #1:** If the organization is providing the same services in a virtual manner then the organization will continue to be reimbursed. The Council's "Guidance Regarding Fiscal 2020 Discretionary Contracts," dated April 24, 2020, explains that programs will continue to be reimbursed between March 23, 2020 and June 30, 2020 if they are "Essential." Essential activities are activities, programs or services outlined in the Governor's Order as "Essential Business" OR any activity, program, or service that can continue in the SAME way prior to the PAUSE. For reimbursement purposes, a service will be considered to be operating in the "SAME way" if it is the same service as pre-COVID-19, but delivered in a different manner, such as remotely.

**Question #2:** Can our organization's Fiscal 2020 contract be extended past June 30, 2020 or rolled over into Fiscal 2021?

**Answer #2:** No. The City will not be extending any Fiscal 2020 contracts past June 30th or rolling over any discretionary awards into Fiscal 2021.

**Question #3:** Our organization has been doing the work we were contracted to do, but our contract has not been registered yet. Will we be reimbursed?

**Answer #3:** Yes, your organization will be reimbursed for all allowable expenditures once your contract has been registered with the Comptroller's Office up until April 24, 2020. After April 24, 2020, you will be reimbursed only if you are able to complete the services under the new guidelines.

**Question #4:** My organization has reimbursement documents. Who should we send them to?

**Answer #4:** Please submit all reimbursement documents to your contracting agency.

**Question #5:** The City Council has defined Essential with two factors. Must both factors be met for our organization to be deemed Essential?

**Answer #5:** Only one of the factors needs to be met for your organization to be deemed Essential, and will therefore be reimbursed for all allowable expenditures.

**Question #6:** Our organization cannot use a portion of our contract for certain expenses in Fiscal 2020, can we use these funds for different expenses (i.e. equipment purchases)?

**Answer #6:** Only if those expenses are allowable under the scope of services of your contract. You cannot purchase equipment that was not originally part of your scope of services.

**Question #7:** Will organizations with unregistered Fiscal 2020 discretionary award contracts still be eligible for reimbursement for expenses associated with the Fiscal 2020 contract that were incurred prior to March 22, 2020?

**Answer #7:** Yes. Any expenses associated with the Fiscal 2020 contract incurred before March 22, 2020 are eligible for reimbursement.

**Question #8:** Is there a cut to the Fiscal 2020 discretionary funding? Is it part of the Mayor's Program to Eliminate the Gap (PEG)?

**Answer #8:** No, there is no cut and it is not part of the Mayor's PEG. The ability to drawdown on funding for the remainder of the fiscal year depends on whether the provider's work is deemed essential or not.

**Question #9:** Should my organization send an email to the Council outlining the work we can do for the rest of the fiscal year?

**\*\*Answer #9:** No. Only organizations clarified as Essential per the Council's April 24th guidance can continue work. (Again, Essential activities are activities, programs or services outlined in the Governor's Order as "Essential Business" OR any activity, program, or service that can continue in the SAME way prior to the PAUSE if it is the same services as pre-COVID-19, but delivered in a different manner, such as remotely). If you have any questions as to whether the services your organization provide are in either of these categories, please send an email to [discretionary@council.nyc.gov](mailto:discretionary@council.nyc.gov)<<mailto:discretionary@council.nyc.gov>> to confirm.

**Question #10:** Will my organization receive the same level of funding in Fiscal 2021 that we received in Fiscal 2020?

**Answer #10:** There is no guarantee that organizations will receive the same level of funding in Fiscal 2021. Discretionary funding is assessed and allocated annually.

**\*Question #11:** Can money be transferred from one organization to another or from one agency to another?

**Answer #11:** Funding and/or agency changes are not allowed from March 22, 2020 through June 30, 2020. Any pending discretionary changes for Fiscal 2020 prior to March 22nd that require an Expense Budget Modification will be addressed at budget adoption.

**\*Question #12:** Can scope of services be changed?

**Answer #12:** Scope of service changes to perform Essential services will be considered by the Council on a case by case basis. Please send an email to [discretionary@council.nyc.gov](mailto:discretionary@council.nyc.gov) to confirm if eligible.

**\*\*UPDATED**

**\*NEW**