



SEPTEMBER 2025 | MAYOR'S OFFICE OF CONTRACT SERVICES



Interested in the COMPASS Opportunity?

Soon, the Department of Youth & Community Development (DYCD) is [releasing an RFP](#) for the citywide 2026 Comprehensive After-School System (COMPASS) program, inviting **nonprofits** to bring after-school programming to NYC youth.

Heads-up: Only organizations that **meet the eligibility requirements** will be able to respond to the RFP in PASSPort.

Don't miss out: Complete the requirements now so you can focus on your proposal submission once the RFP is released in PASSPort (we strongly recommend that organizations submit their applications at least one week before the November 7th PQL approval deadline).

Review our **new guide [Five Steps to Get Ready and Submit Your Proposal in PASSPort](#)** and join our **[upcoming live webinars!](#)** You'll learn everything you need to know, from creating your PASSPort account to completing HHS Prequalification and submitting a proposal.

Already HHS prequalified in PASSPort? Great! Take a moment to confirm your Approved Prequalification stays valid this fall. Follow [these instructions](#) to check, and if needed, [renew now](#) or at least 30 days before it expires.



Training

Every Other Tuesday: Budget Submissions
(Online Webinar)
[Register Here](#)

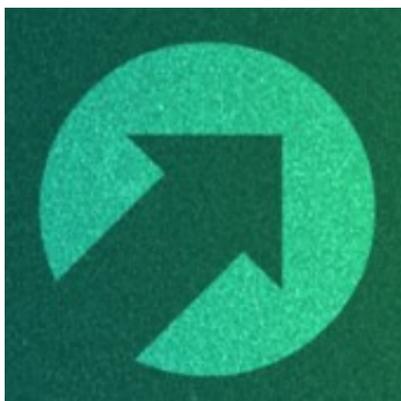
Every Other Wednesday: Submitting Invoices
(Online Webinar)
[Register Here](#)

October 7, 8, 14, 16, 21, 23, 28, 30, November 6, 13
Proposal Submission Help Sessions
(Online Help Sessions)
[Register Here](#)

October 1 and 9: Using PASSPort to Submit Proposals
(Online Webinar)
[Register Here](#)

October 15: Completing Contract Award Tasks
(Online Webinar)
[Register Here](#)

October 22: Q&A Session: Completing Contract Award Tasks
(Online Q&A Session)
[Register Here](#)



New Concession Rule Changes

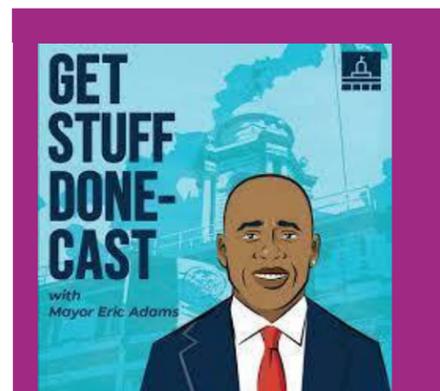
On October 17th, the Franchise and Concession Review Committee (FCRC) votes



FY26 Invoicing Back 2 Basics

The FY26 Invoicing Campaign starts soon, are you prepared?

Submit your outstanding



Connect with Mayor Eric Adams

Visit the [#GetStuffDone website](#) and learn more about Mayor Adams' bold vision for the future of New York City.

to change Concession Rules for the first time in nearly 20 years.

Concessions are deals for the use of City property by private businesses. They cover many parts of NYC, from the ice rinks and holiday markets around the city each winter, to the toys and clothes that use logos like the FDNY or NYPD.

The changes, were developed by MOCS, our partners and the FCRC – bringing more equity, transparency, and efficiency to the process.

A public hearing on the proposed changes occurred on Friday, September 26th at 11:30am. A copy of the proposals is available on the [MOCS website](#).

invoices so you can get new payments and keep your accounts current.

MOCS has sped up approval times by allowing budget modifications and funding reallocations to happen at the same time, so organizations like yours can get paid faster.

Nonprofit Providers must complete FY25 budget modifications to enable invoice processing. To learn more, check out this [Budget Modification Guide](#) or [sign up for Office Hours](#).

FY26 recoupment begins this October and agencies have their own schedules, so make sure to check.

Submit your invoices today and get the support you deserve.

HEAR FROM ERIC

[Sign up here for the Mayor's newsletter](#) to receive exclusive content, breaking news, and updates on our work – all tailored to your interests.



[Listen to Mayor Adams' NEW Get Stuff Done-Cast podcast here!](#)

New Updated Contracting Roadmap with Get Paid Steps!



Enjoying the Contracting Roadmap? Well, MOCS just made it even better!

We expanded the **Get Paid step** (the green circle) of the [Contracting Roadmap](#). It now offers more detailed guidance to budgeting, invoicing, and payments in PASSPort.

You can now choose between two financials paths: One for Human/Client Service contracts and one for all other contracts, so the information matches your contract type.

Check out the newly expanded Get Paid step of the [Contracting Roadmap!](#)

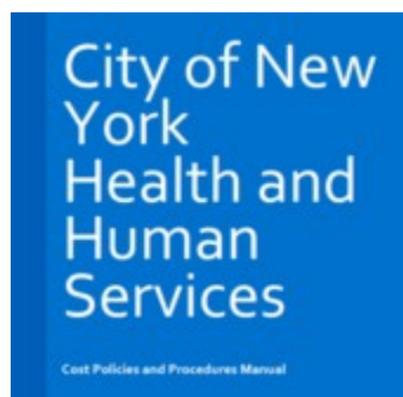


Spotlight: Araceli

Next month, MOCS says "see you later" to Araceli, a Senior Analyst in the Procurement Operations division. But, this is not a farewell – Araceli will continue to serve the City with a new position at ACS.

Before coming to MOCS, Araceli worked at the Center for Family Life in Sunset Park, Brooklyn.

A native of NYC, she loves boxing, listen to music and explore new restaurants.



FY27 ICR Application Process is Open!

The Fiscal Year 2027 (FY27) Indirect Cost Rate (ICR)



Complete Your Award Requirements!

Now that FY26 is underway, make sure your nonprofit



Sign Up for the Contracting News

Indirect Cost Rate (ICR) application period for eligible providers is now open and will run through December 2025!

This new timeline serves to align with provider audit and budget schedules.

Register for our ICR [information session](#) on October 6th for more details, tips, and more! Visit the [ICR webpage](#) to stay apprised of updates.

make sure your nonprofit organization has met the requirements for discretionary award clearance.

Please check the [Discretionary Award Tracker](#) for your award status, and complete any outstanding requirements ASAP to facilitate timely payment.

Refer to the [MOCS Discretionary Award Process page](#) for more information.

Contracting News Today!!!

Looking at this newsletter for the first time? Do you want members of your team to start receiving copies?

Sign up for the Contracting news today! Subscriptions are 100% free and part of the

MOCS suite of digital offerings.

Learn what's new in city procurement, especially how agencies are adapting to these changes. You don't want to miss a thing.

[Sign Up Today!](#)

Mayor's Office of Nonprofit Services

Small Nonprofit Leadership Network



Small Nonprofit Leadership Network

This month, we hosted our Small Nonprofit Leadership Network meeting with guest speaker Krystal Astwood, Founder of REM Center Inc. and recipient of the Emerging Nonprofit award at this year's Excellence in Human Service Delivery Awards. Our members came together to collaborate on future opportunities, share challenges, and learn practical strategies for contracting as small nonprofits.

If you are a small or an emerging nonprofit, join our Small Nonprofit Leadership Network today!

[Join Us Next Month!](#)



Neighborhood Youth Team Sports Grant

The Department of Youth and Community Development just released its [Neighborhood Youth Team Sports Grant](#), which supports youth under 18 in underserved communities



FY26 Nightlife Grant Launches

The NYC Office of Nightlife is launching the [FY26 Nightlife Grant](#), offering up to \$50,000 to nonprofits for projects that boost nightlife business vitality.

Funded by the Neighborhood 360° Grant Program, eligible



Events and In-Person Meetings

We had an action-packed month engaging with our nonprofit providers and city agency partners. We hosted a meeting with Deputy Mayor Almanzar and our Nonprofit Advisory Council to share updates on faster payment processing and expanded

underserved communities through sports, education, and facility upgrades.

Eligible non-DYCD providers and even DYCD providers who are without youth service contracts may apply.

Proposals must be submitted on PASSPort by October 7, 2025 at 2:00pm.

200 Grant Program, eligible initiatives include local promotion, retail retention, safe and inclusive nightlife districts, and cultural preservation.

One grant is expected per organization and will be awarded competitively for work completed before June 30, 2026, within designated service areas.

Apply [here](#) by October 15 and send your questions to nightlife@sbs.nyc.gov.

nonprofit support.

We convened the Capacity Building Taskforce to brainstorm resources including trainings, cohort programs, and practical guides. We also met with our Chief Nonprofit Officers, who are working across agencies to improve responsiveness and ensure timely payments.

Finally, we joined Mayor Adams in the Bronx for the Faith in Your Borough Tour, collaborated with city leaders, nonprofits, and community members to spotlight available resources.



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