

## **FY 2023 HHS Accelerator Financials Fiscal Manual: Summary of Changes**

Updates as of 04.19.2022

1. **MOCS Service Desk** replaces *help@mocs.nyc.gov* (**Cover Page**)
  - For assistance with HHS & PASSPort, use the MOCS Service Desk link below:  
<https://mocssupport.atlassian.net/servicedesk/customer/portal/8>
2. Budget Review & Risk Management Unit (**Page 5, 56**)
  - If a Provider chooses to participate in CIP but has Worker's Compensation and Disability coverage through another carrier, the Provider will have to submit those certificates to DYCD and CIP will only provide General Liability coverage.
  - When new staff is hired, the Provider must submit an Individual Enrollment Form to CIP, Jaqueline Williams at [jwilliams@cityops.nyc.gov](mailto:jwilliams@cityops.nyc.gov) when an employee is terminated or resigns, the Provider must submit a Termination Roster. The completion of this roster will ensure that the name(s) of former employees are removed from the Central Insurance Program. In both instances, the forms are to be returned to the Citywide Central Insurance Program at 253 Broadway, 10th Floor, New York, NY 10007.
3. *Limitation on Salary for Federally Funded Contracts (CSBG, CDGB and WIOA* (**Page 12**)
  - Rate for Executive Level II increase to \$203,700 effective January 2022.
4. *FY23 Space Cost Allocation updated form* (**Page 19-20**)
5. *Removal of the notary requirement for Consultant & Subcontractor* (**Page 20**)
  1. Consultant & Subcontractor Agreements no longer have a notary requirement
6. **PASSPort** requirement also applies to Subcontractors receiving more than \$100,000 in City dollars. (**Page 21**)
  - The Subcontractor to be prequalified in PASSport

