



THE CITY OF NEW YORK  
OFFICE OF THE MAYOR  
NEW YORK, N.Y. 10007

EXECUTIVE ORDER NO. 47

January 24, 2025

MAYOR'S OFFICE OF NONPROFIT SERVICES

WHEREAS, the City of New York depends on nonprofit human service organizations (“nonprofits”) to provide essential services to New Yorkers; and

WHEREAS, through City contracts, nonprofits play a crucial role in providing a social safety net that protects, cares for, and stabilizes the city’s most vulnerable populations; and

WHEREAS, section 20-o of the Charter directs the Mayor to establish an office of not-for-profit organization services to serve as the liaison to nonprofits, and recommend policies and programs that promote the well being of not-for profit organizations in the city; and

WHEREAS, since 2022, the Mayor’s Office of Nonprofit Services (“MONS”) has worked in close coordination with other Mayoral offices and agencies, including the Mayor’s Office of Contract Services (“MOCS”), to improve the relationship between City agencies and the nonprofit sector, streamline operations related to nonprofit contracting, and enhance nonprofit service delivery on behalf of New Yorkers; and

WHEREAS, the City is dedicated to improving nonprofit service delivery by eliminating bureaucratic hurdles that hamper a productive and streamlined partnership between City agencies and nonprofit providers; and

WHEREAS, the City has pursued practical reforms and investments to help address the challenges nonprofits face during the City’s procurement process, including the delay of timely payments and reimbursements needed for nonprofit organizations to operate effectively and efficiently; and

WHEREAS, in March of 2024, the City announced a \$741 million cost-of-living adjustment for human service providers employed by nonprofits that contracted with the City and after clearing \$6 billion in backlogged contract payments to nonprofits in 2022, MOCS has made timely registration an ongoing priority via their HHS Timely Registration Initiative; and

WHEREAS, the City is committed to ensuring that issues related to nonprofit contracting and invoice payment are resolved in a timely manner and properly monitoring the performance of each agency to enhance government service delivery through human services contracts;

NOW, THEREFORE, by the power vested in me as Mayor of the City of New York, it is hereby ordered:

Section 1. Pursuant to section 20-o of the Charter, there is continued and formally established a Mayor's Office of Not-for-Profit Organization Services, which shall do business and may be known as the Mayor's Office of Nonprofit Services. Such office shall be located in the Mayor's Office and shall be headed by an executive director appointed by the Mayor.

§ 2. Mayoral agencies that engage in substantial contracting activities or other funding arrangements with nonprofits, or facilitate those activities or arrangements, including the Administration for Children's Services, Department of Consumer and Work Protection, Department for the Aging, Department of Social Services, Human Resources Administration, Department of Homeless Services, Department of Health and Mental Hygiene, Department of Probation, Department of Veterans' Services, Department of Youth and Community Development, Department of Housing Preservation and Development, Mayor's Office of Criminal Justice, Department of Small Business Services, Mayor's Office of Contract Services, Mayor's Office of Management and Budget, and any other mayoral agency determined by MONS and MOCS to engage in such activities or arrangements shall designate a Chief Nonprofit Officer, who will be responsible for:

- (a) Coordinating with MONS and MOCS, including by addressing constituent issues and providing key agency data related to contracting and payments; and
- (b) Representing the agency to nonprofits and responding in a timely manner to outreach from nonprofits; and
- (c) Serving as or designating a constituent-oriented liaison that can act as a point of contact to nonprofits, and help nonprofits navigate City bureaucracy; and
- (d) Performing other tasks as necessary to support the City's overall mission to ensure nonprofits are paid for work performed pursuant to City contracts and other funding opportunities in a timely manner, including ensuring compliance with any and all directives or policies issued in furtherance of reducing bureaucracy and increasing standardization in the procurement and payment processes;

§ 3. Upon consent of the Chancellor, the Department of Education shall designate a Chief Nonprofit Officer with responsibilities comparable to those set forth in Section 2 of this Order. In addition, MONS shall coordinate with the New York City Health and Hospitals Corporation and

any other City-related agency or entity determined by MONS to be appropriate, in order to facilitate the discretionary designation of an officer with comparable responsibilities.

§ 4. The Law Department shall also designate a Chief Nonprofit Officer, who shall:

- (a) Coordinate and liaise with agencies referenced in Section 2 of this Order, and with MONS to assist with legal issues that may affect timely contracting and payments to nonprofits; and
- (b) Provide legal advice to MONS and MOCS regarding systemic reforms to rules, laws, or policies that will better enable the city to contract with and pay nonprofit providers in a timely manner.

§ 5. The Executive Director of MONS and the City's Chief Procurement Officer shall coordinate with mayoral agencies and offices as needed to produce a performance management dashboard that will track mayoral agency performance in furtherance of timely registration of nonprofit contracts and prompt payment for services rendered pursuant to such contracts.

§ 6. This Order shall take effect immediately.



---

Eric Adams  
Mayor