

FISCAL 2019 TERMS AND CONDITIONS

Administration for Children's Services (068)
Unit of Appropriation [008]

As a condition of the funds in unit of appropriation 008, the Administration for Children's Services shall submit to the Council, no later than January 31, 2019, a report on EarlyLearn enrollment, including the number of students enrolled and the total capacity at each facility.

Capital Budget
Budget Line HA-0001 – All Projects

As a condition of the funds in budget line HA-0001 for the Roof Repair Program at the New York City Housing Authority (“NYCHA”), NYCHA shall submit to the Council, no later than January 15, 2019, a report detailing the categories of physical improvements made with the Roof Repair Program funding. Such report shall include the number of physical improvements that have been completed or for which construction has begun, disaggregated by physical improvement type (i.e. simple repairs, where the roof can be replaced without work on perimeter walls; moderate repairs, where the roof will be replaced and repairs are needed to perimeter parapet walls; or complex repairs, where the roof and perimeter parapet walls both need to be replaced) and the location of each improvement completed or for which construction has begun. Such report shall also include the current construction phase and the anticipated timeline of each subsequent construction phase for each project (i.e. design, construction, water shut down, closeout).

Capital Budget
Budget Line HA-0001 – All Projects

As a condition of the funds in budget line HA-0001 for the Mayor's Action Plan (“MAP”) for Neighborhood Safety at the New York City Housing Authority (“NYCHA”), NYCHA shall submit to the Council, no later than December 31, 2018, a report detailing the categories of physical improvements made with the MAP funding, the number of each type of improvement that has been completed or for which construction has begun, and the location of each improvement completed or for which construction has begun.

Capital Budget
Budget Line HA-0001 – All Projects

As a condition of the funds in budget line HA-0001 for building facades, the New York City Housing Authority shall submit to the Council a semi-annual report regarding sidewalk shedding. Such reports shall include the amount of sidewalk shedding removed (in terms of feet and miles) and the amount of sidewalk shedding installed (in terms of feet and miles) that has been installed, disaggregated by development. The semi-annual reports shall be submitted as follows: the first report shall be submitted no later than January 15, 2019 and shall cover the period beginning July 1, 2018 and ending December 31, 2018. The second report shall be submitted no later than July 15, 2019 and shall cover the period beginning January 1, 2019 and ending June 30, 2019.

**Department of Cultural Affairs (126)
Unit of Appropriation [022]**

As a condition of the funds in unit of appropriation 022, the Department of Cultural Affairs shall submit to the Council, no later than December 31, 2018, the 2016 survey results regarding the demographics of the cultural workforce, leadership, and boards including the Cultural Institutions Group, as well as results from an updated survey.

**Department of City Planning (030)
Unit of Appropriation [001]**

As a condition of the funds in unit of appropriation number 001, the Department of City Planning shall, within forty-five (45) days of the completion of a neighborhood rezoning, submit a report to the Council on the amount of funds remaining in the Neighborhood Development Fund.

**Department of Design and Construction (850)
Unit of Appropriation [001]
Unit of Appropriation [002]**

As a condition of the funds in unit of appropriation numbers 001 and 002, the Department of Design and Construction shall submit to the Council a semi-annual report on its Public Buildings front-end planning and in-house design units. Such report shall include for each unit the number of projects begun, in progress, and completed, disaggregated by type of project. The semi-annual report shall be submitted as follows: the first report shall be submitted no later than January 15, 2019 and shall cover the period beginning July 1, 2018 and ending December 31, 2018. The second report shall be submitted no later than July 15, 2019 and shall cover the period beginning January 1, 2019 and ending June 30, 2019.

**Department for the Aging (125)
Unit of Appropriation [003]**

As a condition of the funds in unit of appropriation number 003, the Department for the Aging shall submit to the Council, no later than April 15, 2019, a report on senior center utilization, attendance, and meals served. Such report shall contain the average daily attendance, average number of meals served daily, and utilization rate of senior centers, disaggregated by Innovative Senior Centers and Neighborhood Senior Centers. Such report shall cover the period between April 1, 2018 and March 31, 2019.

**Department for the Aging (125)
Unit of Appropriation [003]**

As a condition of the funds in unit of appropriation number 003, the Department for the Aging shall submit to the Council, no later than March 1, 2019, a report listing the name and location of each senior center under its jurisdiction and whether each senior center has air conditioning installed, if so whether the air conditioning is functioning.

Department of Correction (072)
Unit of Appropriation [001]
Unit of Appropriation [002]
Unit of Appropriation [003]
Unit of Appropriation [004]

As a condition of the funds in unit of appropriation numbers 001, 002, 003, and 004, the Department of Correction shall submit to the Council, no later than October 15, 2018, a report detailing the demographics of uniformed personnel, including gender, race, and ethnicity. Such information shall be disaggregated by rank, gender, race and ethnicity.

Department of Correction (072)
Unit of Appropriation [002]
Unit of Appropriation [003]

As a condition to the expenditure of funds appropriated to the unit of appropriation numbers 002 and 003, the Department shall provide semi-annual headcount reports to the Council detailing the number of uniform officers that perform duties that do not require uniformed expertise and are traditionally and primarily performed by civilian personnel. Such report shall be disaggregated by rank, and shall include the salary range, average salary, and title of the civilian positions in which the uniformed officers are working. The semi-annual reports shall be submitted as follows: the first report shall be submitted on or before January 15, 2019 and shall cover the period beginning July 1, 2018 and ending December 31, 2018. The second report shall be submitted on or before July 15, 2019 and shall cover the period beginning January 1, 2019 and ending June 30, 2019.

Department of Education (040)
Unit of Appropriation [436]

As a condition of the funds in unit of appropriation number 436, the Department of Education shall submit to the Council, no later than December 31, 2018, a report by school building detailing the number and type of science laboratories available, disaggregated by type, such as demonstration, full, and other science laboratories.

Department of Education (040)
Unit of Appropriation [438]

As a condition of the funds in unit of appropriation number 438, the Department of Education shall submit to the Council semi-annual reports on busing provided for students living in shelters. Such reports shall detail the number of students who have been routed and a snapshot of the number of students who are waiting to be routed. The semi-annual report shall be submitted as follows: the first report shall be submitted no later than December 31, 2018 and shall cover the period beginning July 1, 2018 and ending December 15, 2018. The second report shall be submitted no later than June 1, 2019 and shall cover the period beginning December 16, 2018 and ending May 15, 2019.

Department of Education (040)

Unit of Appropriation [401]

Unit of Appropriation [402]

Unit of Appropriation [403]

Unit of Appropriation [404]

Unit of Appropriation [415]

Unit of Appropriation [416]

Unit of Appropriation [453]

Unit of Appropriation [454]

Unit of Appropriation [481]

Unit of Appropriation [482]

As a condition of the funds in unit of appropriation numbers 401, 402, 403, 404, 415, 416, 453, 454, 481, and 482, the Department of Education shall submit to the Council, no later than January 31, 2019, a list of every community school, including the school name and DBN, as well as a list of the community school core programs with the budgeted amount for such core programs for each school.

Department of Education (040)

Unit of Appropriation [436]

As a condition of the funds in unit of appropriation number 436, the Department of Education shall submit a semi-annual report to the Council regarding charter matching projects, including a list of all charter matching projects and the amount spent on each project. The semi-annual report shall be submitted as follows: the first report shall be submitted no later than January 15, 2019 and shall cover the period beginning July 1, 2018 and ending December 31, 2018. The second report shall be submitted no later than July 15, 2019 and shall cover the period beginning January 1, 2019 and ending June 30, 2019.

Department of Education (040)

Unit of Appropriation [406]

Unit of Appropriation [444]

As a condition of the funds in unit of appropriation numbers 406 and 444, the Department of Education shall submit to the Council, no later than January 31, 2019, a report on the number of leases held by the Department. For each lease, such report shall include 1) the building identification code; 2) the address; 3) the start and end dates of the lease; 4) the annual cost of the lease; 5) the occupant of the leased space; 6) the budget code; and 7) the building use.

Department of Education (040)

Unit of Appropriation [406]

As a condition of the funds in unit of appropriation number 406, the Department of Education shall submit to the Council, no later than January 31, 2019, a report which shall list each building leased by a charter school for which the charter school is paid a lease subsidy by the Department. The report shall include, for each building: 1) the names of the charter school and charter operator; 2) the address; 3) the start and end dates of the lease, 4) the annual cost of the lease; 5) the monthly lease payment from the Department; 6) the total lease payments from the Department to date, and 7) projected total lease payments from the Department.

Department of Education (040)
Unit of Appropriation [407]
Unit of Appropriation [408]

As a condition of the funds in unit of appropriation numbers 407 and 408, the Department of Education shall submit to the Council, no later than February 1, 2019, a report on 3K for All enrollment disaggregated by school district, including the number of students enrolled in a full-day program and the total capacity of each facility.

Department of Education (040)
Unit of Appropriation [439]
Unit of Appropriation [440]

As a condition of the funds in unit of appropriation numbers 439 and 440, the Department of Education shall submit to the Council, no later than April 1, 2019, a report detailing 1) the total number of breakfasts served, 2) the total number of lunches served, and 3) the number and percentage of students who completed and submitted lunch forms and/or an alternative income form.

Department of Education (040)
Unit of Appropriation [401]
Unit of Appropriation [403]
Unit of Appropriation [453]

As a condition of the funds in unit of appropriation numbers 401, 403, and 453 for the Public School Athletic League (“PSAL”), the Department of Education (“DOE”) shall submit to the Council, no later than April 1, 2019, a report listing each sports team which received funding for the school year. Such list shall be disaggregated by 1) sport; 2) gender; 3) school name; 4) school DBN; 5) sport season; 6) league (i.e. PSAL, Small Schools Athletic League (“SSAL”), or transfer); and 7) amount of funding provided by PSAL for each team. Such report shall also include a list of all teams that were rejected by PSAL for formation in the 2017-2018 school year, disaggregated by 1) sport; 2) gender; 3) school name; 4) school DBN; 5) league; and 6) reason for denial. The report shall also include a breakdown of PSAL’s total funding (not including funding provided for teams) by PS and OTPS.

Department of Education (040)
Unit of Appropriation [406]

As a condition of the funds in unit of appropriation number 406, the Department of Education shall submit to the Council a semi-annual list detailing the total number of charter schools, listed by name and address, funded in such unit of appropriation. Such list shall also contain the total number of enrolled students in each charter school, disaggregated by grade. The semi-annual list shall also contain the following information for all charter schools funded in such unit of appropriation, in the aggregate: 1) the total number of enrolled students, disaggregated by grade; 2) the total number of enrolled Special Education students, disaggregated by grade; 3) the total number of enrolled General Education students, disaggregated by grade; 4) the total number of enrolled English Language Learner students, disaggregated by grade; 5) the total number of students provided free or reduced price school lunches, disaggregated by grade; and 6) the total sum of year-end projected payments, disaggregated by payments for general education students and payments for special education students with the payments for special education students further disaggregated by tuition payment

category. The first list shall be submitted no later than December 1, 2018 and the second list shall be submitted no later than June 1, 2019.

**Department of Education (040)
Unit of Appropriation [All]**

As a condition of this appropriation, the Department of Education shall issue the Financial Status Report for the following dates:

Financial Status Report	Report Content	Issue Date	Anticipated Meeting Date
September 2018	FY 2019 FSR-Opening Condition	October 3, 2018	October 25, 2018
October 2018	FY 2018 Year-End Close	November 2, 2018	November 29, 2018
December 2018	FY 2019 FSR update; FY 2020 November Plan Summary	December 7, 2018	January 11, 2019
February 2019	FY 2019 FSR update, including Fiscal Analysis; FY 2020 Preliminary Budget Summary	February 14, 2019	March 14, 2019
March 2019	FY 2019 FSR update	April 11, 2019	May 9, 2019
May 2019	FY 2019 FSR update, including Fiscal Analysis; FY 2020	May 16, 2019	June 7, 2019

**Department of Education (040)
Unit of Appropriation [401]
Unit of Appropriation [403]
Unit of Appropriation [407]
Unit of Appropriation [409]
Unit of Appropriation [481]**

As a condition of the funds in unit of appropriation numbers 401, 403, 407, 409, and 481, the Department of Education shall submit to the Council a semi-annual headcount report to the Council that lists school-based staff by title and Borough Field Support Center-based staff by title. Additionally, the Department must report on staff by title for all pre-kindergarten staff in Department of Education facilities and non-Department of Education facilities. The first report shall be submitted no later than November 15, 2018 and the second report shall be submitted no later than March 15, 2019.

**Department of Education (040)
Unit of Appropriation [408]**

As a condition of the funds in unit of appropriation number 408, the Department of Education shall submit to the Council, no later than December 1, 2018, a report on universal prekindergarten enrollment, including the number of students enrolled in a full-day program and the number of students enrolled in a half-day program, as well as the number of full-day classrooms and the number of half-day classrooms, disaggregated by Department of Education facility and non-Department of Education facility.

**Department of Education (040)
Unit of Appropriation [436]**

**School Construction Authority (040)
Budget Line E2364 – All Projects**

As a condition of the funds in unit of appropriation number 436 and budget line E2364, the Department of Education and the School Construction Authority shall submit to the Council semi-annual reports regarding the installation and replacement of air conditioners. Such report shall provide the following information for each school (identified by name and DBN): 1) if the school has central air conditioning, whether it is functioning or non-functioning; 2) the total number of classrooms, auditoriums, gyms, and other instructional spaces, disaggregated by those spaces with functioning air conditioners, non-functioning air conditioners, and no air conditioner; 3) for each such space with a non-functioning air conditioner or without an air conditioner, a schedule and estimated cost for replacement or installation of air conditioners; 4) the number of instructional spaces that require electrical upgrades in order to make air conditioning installations, and 5) the estimated cost of each electrical upgrade project. Such report shall also list all installation and replacement projects begun and completed during the reporting period, as well as an explanation of the process or criteria by which those schools and classrooms were prioritized. The semi-annual reports shall be submitted as follows: the first report shall be submitted no later than January 15, 2019 and shall cover the period beginning July 1, 2018 and ending December 31, 2018. The second report shall be submitted no later than July 15, 2019 and shall cover the period beginning January 1, 2019 and ending June 30, 2019.

**Department of Education (040)
Unit of Appropriation [481]**

As a condition of the funds in unit of appropriation number 481 in the Department of Education's budget the agency shall submit to the Council, no later than, June 30 2019, regarding adult literacy programs offered directly by, or pursuant to a contract with, the City. Such report shall include 1) the number of adult literacy programs offered, disaggregated by those issued directly by the Department of Education and those provided pursuant to contract; 2) the number of applicants who applied to such programs; 3) the total number of enrolled students in such programs; and 4) student outcomes of such programs.

Department of Finance (836)
Unit of Appropriation [001]
Unit of Appropriation [011]

As a condition of the funds in unit of appropriation numbers 001 and 011, the Department of Finance shall submit to the Council, no later than May 1, 2019, an annual report detailing the number and nature of inquiries received by the Taxpayer Advocate regarding property tax exemptions or business tax exemptions, whichever is applicable for Fiscal 2019. Such report shall also include the number, nature, and resolution of complaints received by the Taxpayer Advocate; any recommendations made by the Taxpayer Advocate to the commissioner; the acceptance and denial rates of such recommendations by the commissioner; and the number and nature of inquiries referred to the Taxpayer Advocate by the ombudspersons at the Department; and the number and nature of inquiries referred to the Taxpayer Advocate by 311.

Department of Finance (836)
Unit of Appropriation [003]

As a condition of the funds in unit of appropriation number 003, the Department of Finance shall submit to the Council, no later than October 15, 2018, a report on the number of applications for the Senior Citizen Homeowner Exemption, the Disabled Homeowner Exemption, the Senior Citizen Rent Increase Exemption, the Disability Rent Increase Exemption, and the Not-For-Profit exemption received, disaggregated by type, including the number processed, approved, disapproved, and the median number of days it took to process the applications that were processed that year. Such report shall cover the period beginning July 1, 2017 and ending on June 30, 2018.

Department of Health and Mental Hygiene (816)
Unit of Appropriation [107]
Unit of Appropriation [117]

As a condition of the funds in unit of appropriation numbers 107 and 117, the Department of Health and Mental Health (DOHMH) shall submit to the Council and make available on DOHMH's website, no later than December 31, 2018, a list of providers, categorized by location, that offer oral health services. The Department shall also use best efforts to expand outreach about oral health care programs that are available to New York City residents.

Department of Health and Mental Hygiene (816)
Unit of Appropriation [102]
Unit of Appropriation [112]

As a condition of the funds in unit of appropriation numbers 102 and 112, the Department of Health and Mental Hygiene (DOHMH) shall submit to the Council, no later than April 1, 2019, a report detailing the wait times for services sought in DOHMH's clinics. The report shall provide the average wait times of services sought, disaggregated by service type, for each DOHMH clinic. Such report shall cover the period of April 1, 2018 through March 1, 2019.

Department of Housing Preservation and Development (806)
Unit of Appropriation [004]
Unit of Appropriation [009]

Capital Budget
Budget Line HD-0009 – All Projects

As a condition of the funds in unit of appropriation numbers 004 and 009 and budget line HD-0009, the Department of Housing Preservation and Development shall submit to the Council, no later than October 15, 2018, a report detailing the number of buildings in the Article 7A program and the expenditure amount at each building. Such report shall cover the period beginning on July 1, 2017 and ending on June 30, 2018.

Department of Housing Preservation and Development (806)
Unit of Appropriation [004]
Unit of Appropriation [011]

As a condition of the funds in unit of appropriation numbers 004 and 011, the Department of Housing Preservation and Development shall submit to the Council, no later than June 30, 2019, a report on the Underlying Conditions Program. Such report shall include the number of underlying conditions issued by the Department, the address of each building to which an underlying condition was issued, and the result of each order that was issued.

Department of Sanitation (827)
Unit of Appropriation [101]
Unit of Appropriation [102]
Unit of Appropriation [103]
Unit of Appropriation [104]
Unit of Appropriation [105]
Unit of Appropriation [107]

As a condition of the funds in unit of appropriation numbers 101, 102, 103, 104, 105, and 107, the Department of Sanitation shall submit to the Council, no later than October 15, 2018, a report detailing the demographics of uniformed personnel, including gender and race. Such information shall be disaggregated by rank, gender, and race.

Department of Youth and Community Development (260)
Unit of Appropriation [312]

As a condition of the funds in unit of appropriation number 312 for the Department of Youth and Community Development's Summer Youth Employment Program, the Department shall provide, via mail or by electronic means, to all of its contract recipients literature advertising the availability of free and reduced cost breakfast and lunch under the "Got Breakfast" Program and the Department of Education's Summer Breakfast and Lunch Programs, and shall request the contractors to provide to participants the addresses of the closest locations at which these youth may avail themselves of these meals.

Fire Department (057)
Unit of Appropriation [001]
Unit of Appropriation [002]
Unit of Appropriation [003]
Unit of Appropriation [004]
Unit of Appropriation [005]
Unit of Appropriation [006]
Unit of Appropriation [007]
Unit of Appropriation [008]

As a condition of the funds in unit of appropriation numbers 001, 002, 003, 004, 005, 006, 007, and 008, the Fire Department shall submit to the Council, no later than October 15, 2018, a report detailing the demographics of uniformed personnel and the demographics of all Emergency Medical Services personnel, including gender, race, and ethnicity. Such information shall be disaggregated by rank or title, gender race and ethnicity.

Health and Hospitals Corporation (819)
Unit of Appropriation [001]

As a condition of the funds in unit of appropriation number 001, the Health and Hospitals Corporation shall submit to the Council, no later than December 31, 2018, a report on the hospital utilization rate of beds and the average length of stay, in total and disaggregated by hospital.

Health and Hospitals Corporation (819)
Unit of Appropriation [001]

As a condition of the funds in unit of appropriation number 001, the Health and Hospitals Corporation shall submit to the Council, no later than January 31, 2019, a report on budgeted and actual headcount for the Health and Hospitals Corporation's correctional health staff by title.

Mayorality (002)
Unit of Appropriation [050]
Unit of Appropriation [051]

As a condition of the funds in unit of appropriation numbers 050 and 051, the Criminal Justice Coordinator shall submit to the Council a semi-annual headcount report that details the total number of staff associated with the Office of Special Enforcement, disaggregated by title and agency. The first report shall be submitted no later than October 15, 2018 and the second report shall be submitted no later than March 15, 2019.

Mayorality (002)
Unit of Appropriation [090]
Unit of Appropriation [091]

As a condition of the funds in unit of appropriation numbers 090 and 091, the Mayor's Office of Contract Services shall include in the report required by Local Law 18 of 2012 the number of bidders to each original contract.

**Miscellaneous Budget (098)
Unit of Appropriation [002]**

As a condition of the funds in unit of appropriation number 002, the Office of Management and Budget shall provide to the Council a report detailing: 1) what projects, as identified by capital project ID, underwent design and scoping; 2) the amount of funds expended for each project; and 3) how much of the expenditure was reimbursed through an interfund agreement (IFA).

**New York Police Department (056)
Unit of Appropriation [001]
Unit of Appropriation [100]**

As a condition of funds in unit of appropriation numbers 001 and 100, the New York Police Department (“NYPD”) shall submit to the Council, no later than September 30, 2018, a report regarding school crossing guard intersection locations. Following consultation with the Department of Education and Department of Transportation, the NYPD’s report shall include: 1) the criteria utilized to determine school crossing guard intersections and crossing guard allocations; and 2) each location. In addition, the NYPD’s report shall detail any changes to the school crossing guard training manual and patrol guide sections related to crossing guard deployment. Finally, the report shall detail, for both crossing guards and crossing guard supervisors: 1) the budgeted headcount, 2) actual headcount, and 3) vacancies, disaggregated by patrol borough and precinct and provided in a machine-readable format.

**New York Police Department (056)
Unit of Appropriation [001]
Unit of Appropriation [002]
Unit of Appropriation [003]
Unit of Appropriation [004]
Unit of Appropriation [006]
Unit of Appropriation [007]
Unit of Appropriation [008]
Unit of Appropriation [009]**

As a condition of the funds in unit of appropriation numbers 001, 002, 003, 004, 006, 007, 008, and 009, the New York Police Department shall submit to the Council, no later than October 15, 2018, a report to the Council detailing the demographics of uniformed personnel, including gender, race, and ethnicity. Such information shall be disaggregated by rank, gender race and ethnicity.

**Department of Small Business Services (801)
Unit of Appropriation [002]**

As a condition of the funds in unit of appropriation number 002, the Department of Small Business Services shall submit to the Council, no later than January 15, 2019, a report detailing the number of small businesses served through the Department’s Commercial Lease Assistance Program, disaggregated by borough. Such report shall cover the period beginning on July 1, 2017 and ending on June 30, 2018.

Department of Small Business Services (801)
Unit of Appropriation [010]
Unit of Appropriation [011]

As a condition of the funds in unit of appropriation numbers 010 and 011 , the Department of Small Business Services shall provide to the Council, no later than April 1, 2019, a report detailing the: 1) number of registrants placed at jobs; 2) zip codes in which registrants placed at jobs reside; 3) job category/job classification of job placements (direct-managed hires or self-placement); 4) industry of job placement; and 5) average hourly wage at placement.