

**New York City Council**

Hon. Adrienne Adams, Speaker of the Council  
 Hon. Justin Brannan, Chair Finance Committee  
 Hon. Feliz, Chair, Small Business Services Committee

**Note on the Fiscal 2025 Executive Plan and  
 the Fiscal 2025 Executive Capital Commitment Plan for the  
 Department of Small Business Services**

Tanisha S. Edwards, Esq., Chief Financial Officer and Deputy Chief of Staff  
 Richard Lee, Director  
 Jonathan Rosenberg, Managing Deputy Director  
 Chima Obichere, Deputy Director  
 Eisha Wright, Deputy Director  
 Paul Scimone, Deputy Director  
 Elizabeth Hoffman, Assistant Director

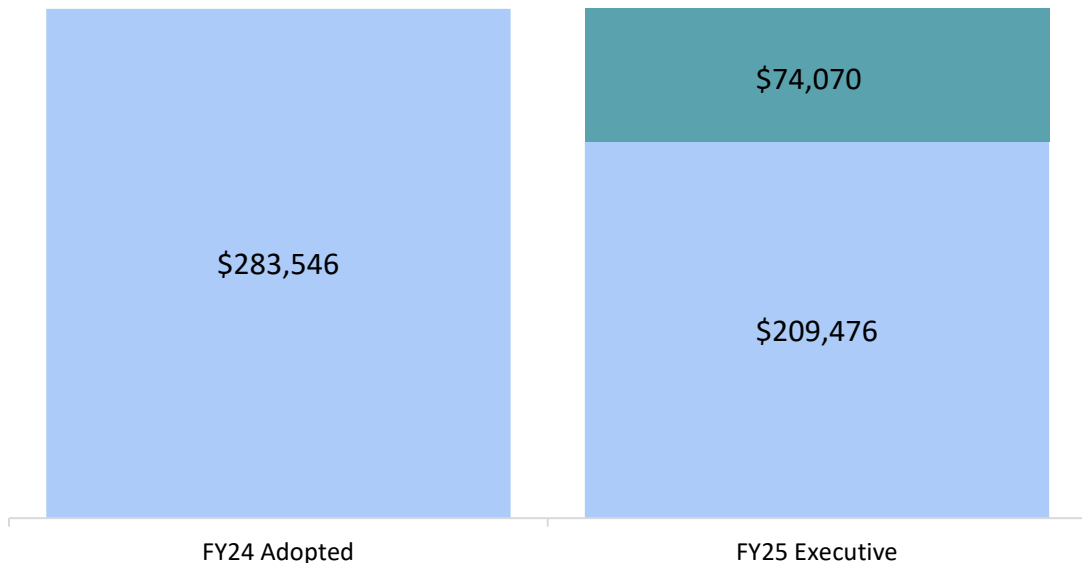
Prepared By: Glenn Martelloni, Analyst  
 Jack Storey, Unit Head

**Fiscal 2025 Executive Plan**

**Department of Small Business Services Budget Overview**

The Executive Financial Plan for Fiscal 2024-2028 (Executive Plan) includes a proposed Fiscal 2025 budget of \$209.5 million for Small Business Services (SBS or the Department). SBS's Fiscal 2025 budget in the Executive Plan is \$35.6 million (20.4 percent) greater than its \$173.9 million Fiscal 2025 budget in the Preliminary Financial Plan presented in January. The Fiscal 2025 Executive Budget is \$74.1 million less than the Fiscal 2024 Adopted Budget as shown in the chart below. For additional information on SBS' Preliminary Budget, please refer to the Fiscal 2025 Preliminary Budget report at: [801-SBS.pdf \(nyc.gov\)](#)

**Difference between FY24 Adopted and FY25 Executive**



*Dollars in Thousands  
 Source: New York City Office of Management and Budget*

**FY24**      **FY25**

**+\$45.8 million since Adopt.**



**(\$1.2 million) since Prelim.**



**+\$19.1 million since Adopt.**



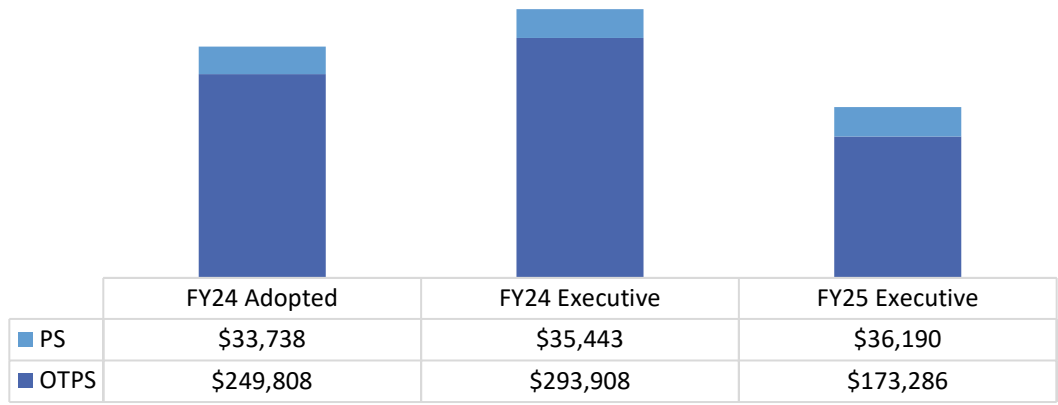
**+\$35.6 million since Prelim.**



**PS and OTPS:**

**FY25 Contract Budget: \$156 million**

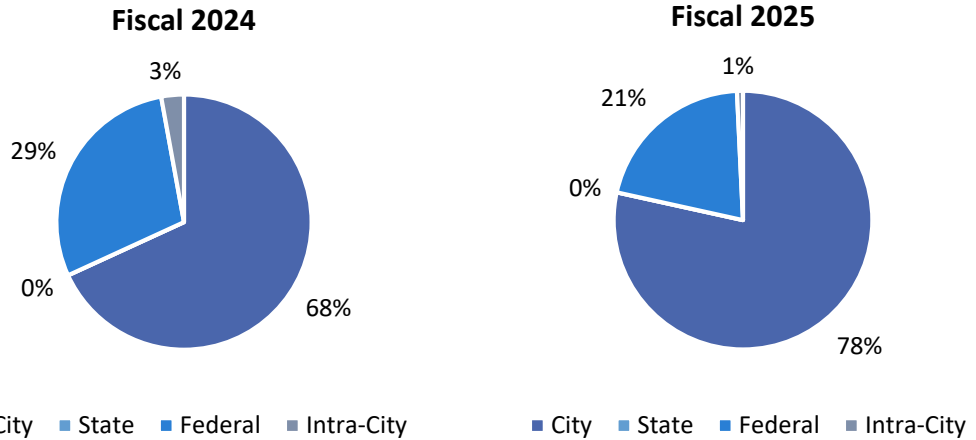
**Number of Contracts in FY25: 112**



■ OTPS ■ PS

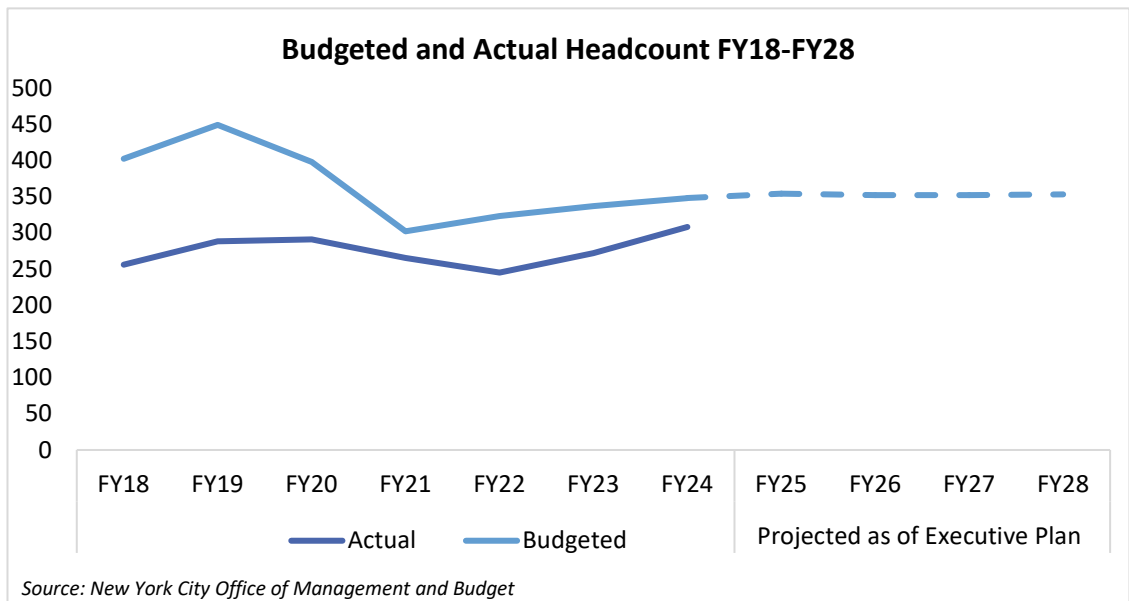
*Dollars in Thousands  
Source: New York City Office of Management and Budget*

**Agency Budget by Funding Source**



*Source: New York City Office of Management and Budget*

**FY24 Budgeted Headcount: 354 full-time positions**  
**Actual Headcount as of March: 308**  
**Vacancies as of March: 46**



*Source: New York City Office of Management and Budget*

**FY25 Changes  
in Exec:**

**Total: \$35.6  
million**

**New Needs:  
\$20.7 million**

**Other  
Adjustments:  
\$14.8 million**

**Significant Executive Plan Changes**

**New Needs**

- **Business Improvement District (BID) Formation.** The Executive Plan includes an additional \$5.3 million in Fiscal 2025 only for the continuation of BID development grants for new BIDs, small existing BIDs and merchant organizing grants. Grants are open to applicants from every borough.
- **NYC Future Fund.** The Executive Plan includes an additional \$2.0 million in Fiscal 2025, \$3.2 million in Fiscal 2026, \$2.2 million in Fiscal 2027, and \$2.6 million in Fiscal 2028 for the NYC Future Fund program. This allocation is seed funding for a new public-private small business loan fund with a focus on early-stage and start-up businesses that are typically unable to meet traditional lending requirement and repayment terms. The initial investment will be leveraged by recruiting capital partners.

**Other Adjustments**

- **Small Business Portal.** The Executive Plan includes a \$1.0 million funding roll from Fiscal 2024 to Fiscal 2025 for the Small Business Portal.
- **Construction Mentorship Roll.** The Executive Plan includes a rollover of \$5.3 million from Fiscal 2024 to Fiscal 2025 for the Construction Mentorship program.

**PEGs**

- **OTPS Re-estimate.** The Executive Plan includes savings of \$500,000 in Fiscal 2024 only related to re-estimates of OTPS costs.

**Budget  
Response:**

**FY25 Estimate:  
\$4.3 million**

**Included in the  
Executive  
Budget: \$0**

In the City Council’s Fiscal 2025 Preliminary Budget Response, the Council identified several areas of concern relating to SBS. The budget response called on the Administration to add \$4.3 million for three initiatives. The Executive Plan does not include the following, as shown in the table. For more details on the budget response, please visit: [Fiscal-2025-Preliminary-Budget-Response-4.pdf \(nyc.gov\)](#)

FY25 Budget Response Items			
#	Response Priorities	Amount Requested	Amount in the Exec Budget
1	NYC Small Business Resource Network	\$2 Million	\$0
2	Industrial Business Service Provider Support	\$1.3 Million	\$0
3	Community Development Financial Institutions	\$1.0 Million	\$0

## Budget Action Chart

<i>Dollars in Thousands</i>	Fiscal 2024			Fiscal 2025		
	City	Non-City	Total	City	Non-City	Total
<b>SBS Budget as of the Preliminary Plan</b>	<b>\$228,242</b>	<b>\$102,307</b>	<b>\$330,579</b>	<b>\$128,978</b>	<b>\$44,974</b>	<b>\$173,925</b>
<b>New Needs</b>						
BID Formation	\$0	\$0	\$0	\$5,300	\$0	\$5,300
Community Hiring MWBE Tool	0	0	0	770	0	770
EDC Graffiti Free/CleaNYC	0	0	0	5,700	0	5,700
EDC Grant Consulting Services	0	0	0	3,000	0	3,000
EDC Summer Events Add	3,500	0	3,500	0	0	0
International Marketing	680	0	680	680	0	680
Jobs NYC Sprint	325	0	325	975	0	975
NYC Future Fund	0	0	0	2,000	0	2,000
Plus Pool	4,000	0	4,000	0	0	0
TGI Dry Docking	0	0	0	175	0	175
TGI Preventative Maintenance	0	0	0	2,145	0	2,145
<b>Subtotal, New Needs</b>	<b>\$8,505</b>	<b>\$0</b>	<b>\$8,505</b>	<b>\$20,745</b>	<b>\$0</b>	<b>\$20,745</b>
<b>Other Adjustments</b>						
ARP-SLFRF Adjustment	\$1,882	\$0	\$1,882	\$0	\$0	\$0
City Council Member Items	(22)	0	(22)	0	0	0
Construction Mentorship Roll	(5,300)	0	(5,300)	5,300	0	5,300
EDC Willets Phase I Fee	(1,979)	0	(1,979)	1,979	0	1,979
Gowanus Industrial Training	(241)	0	(241)	222	0	222
Heat, Light and Power	12	0	12	1,726	0	1,726
Human Service COLA	0	0	0	39	0	39
Managerial and OJ Collective Bargaining	830	0	830	971	0	971
MWBE Disparity Study Realignment	(445)	0	(445)	367	0	367
OEO funding adjustment	560	0	560	2,525	0	2,525
OJ Minimum Wage Increases	1	0	1	2	0	2
OSA Collective Bargaining CTL	72	0	72	70	0	70
Rezoning Environmental Studies	(1,310)	0	(1,310)	(2,430)	0	(2,430)
Rollover of the Hospital Loan Fund.	(2,269)	0	(2,269)	2,269	0	2,269
Small Business Loan Fund Roll	(574)	0	(574)	574	0	574
Small Business Portal Roll	(1,000)	\$0	(1,000)	1,000	0	1,000

Telecommunication Adjustment	(1)	0	(1)	(2)	0	(2)
Workforce Enhancement	(2)	\$0	(2)	(2)	0	(2)
Corridor Resilience Program	0	0	0	0	75	75
Managerial and OJ CD Collective Bargaining	0	10	10	0	10	10
FY24 EDC 3030	0	60	60	0	0	0
FY24EDCMOU002	0	77	77	0	0	0
MOCEJ-NYCEDC public solar proj	0	400	400	0	0	0
Reallocate funds for Deloitte	0	1,319	1,319	0	0	0
Urban Technology Growth Hub	0	320	320	0	0	0
ARP-SLFRF Adjustment	\$0	(1,882)	(1,882)	0	0	0
District 6 Open Restaurant	0	1,889	1,889	0	111	111
FY24 TAA Budget Increase	\$0	389	389	0	0	0
<b>Subtotal, Other Adjustments</b>	<b>\$(9,786)</b>	<b>\$2,583</b>	<b>(\$7,203)</b>	<b>\$14,611</b>	<b>\$196</b>	<b>\$14,807</b>
<b>Savings/Programs to Eliminate the Gap (PEGs)</b>						
Contract Services: Economic Development	(\$2,000)	\$0	(\$2,000)	\$0	\$0	\$0
Agency Administration and Operations	(150)	0	(150)	0	0	0
Workforce Development	(350)	0	(350)	0	0	0
<b>Subtotal, PEGs</b>	<b>(\$2,500)</b>	<b>\$0</b>	<b>(\$2,500)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>(\$3,781)</b>	<b>\$2,583</b>	<b>(\$1,197)</b>	<b>\$35,356</b>	<b>\$196</b>	<b>\$35,552</b>
<b>SBS Budget as of the Executive Plan</b>	<b>\$224,461</b>	<b>\$104,891</b>	<b>\$329,352</b>	<b>\$164,334</b>	<b>\$45,142</b>	<b>\$209,476</b>

Source: New York City Office of Management and Budget

## Budget by Program Area

<i>Dollars in Thousands</i>	FY22	FY23	FY24	Executive Plan		*Difference
	Actual	Actual	Adopted	FY24	FY25	FY25 - FY24
<b>Budget by Program</b>						
Agency Administration and Operations	\$41,784	\$44,366	\$48,790	\$50,117	\$18,987	(\$29,803)
Business Development	123,902	35,406	32,514	32,003	22,662	(9,852)
Contract Svcs: Economic Development Corp	212,775	165,173	73,548	80,445	48,941	(24,607)
Contract Svcs: NYC&Co / Tourism Support	48,412	30,727	21,350	20,699	18,144	(3,206)
Contract Svcs: Other	26	0	0	0	0	0
Contract Svcs: TGI/BNY	17,663	21,152	19,538	19,695	18,315	(1,223)
Economic & Financial Opportunity: M/WBE	5,209	5,608	8,497	6,626	12,379	3,882
MO Film, Theatre, and Broadcasting	1,501	200	0	0	0	0
Neighborhood Development	7,530	11,988	21,776	19,588	14,036	(7,740)
Workforce Development	54,399	49,515	\$57,534	100,178	56,012	(1,522)
<b>TOTAL</b>	<b>\$513,200</b>	<b>\$364,136</b>	<b>\$283,546</b>	<b>\$329,351</b>	<b>\$209,476</b>	<b>(\$74,070)</b>
<b>Funding</b>						
City Funds			\$225,544	\$224,461	\$164,334	(\$61,210)
Other Categorical			0	0	0	0
State			0	0	0	0
Federal - Community Development			2,522	3,458	2,621	99
Federal - Other			54,012	91,975	40,950	(13,602)
Intra-city			1,468	9,457	1,572	104
<b>TOTAL</b>	<b>\$513,200</b>	<b>\$364,136</b>	<b>\$283,546</b>	<b>\$329,351</b>	<b>\$209,476</b>	<b>(\$74,070)</b>
<b>Budgeted Headcount</b>						
Full-Time Positions - Civilian	245	272	344	348	354	10
<b>TOTAL</b>	<b>245</b>	<b>272</b>	<b>344</b>	<b>348</b>	<b>354</b>	<b>10</b>

\*The difference of Fiscal 2025 Executive Budget compared to Fiscal 2024 Adopted Budget.

Source: New York City Office of Management and Budget