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Chief Financial Officer
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MEMORANDUM

DATE: September 30, 2016

TO: Chief Financial Officers, ~~Finance Directors~~ Child Welfare, EarlyLearn and Discretionary Contractors

FROM: David Brandwein 

SUBJECT: New Policy for Submission of Audited Financial Statements
City Fiscal Year 2016

In order to improve our ability to assess the financial condition of our contractors the ACS Division of Financial Services (DFS) will now be requesting that all contractors submit year-end audited financial statements beginning with City Fiscal Year 2016 (July 1, 2015-June 30, 2016). These documents will be due to ACS on January 31, 2017, seven months after the close of City Fiscal Year 2016.

- Child Welfare contractors will submit year-end audited financial statements and schedules by email to Jenny.Nakas@acs.nyc.gov or send an email notifying ACS that the documents have been uploaded to HHS Accelerator.
- EarlyLearn and Discretionary contractors will submit year-end audited financial statements and schedules by email to Denise.Borak@acs.nyc.gov or send an email notifying ACS that the documents have been uploaded to HHS Accelerator.

Thank you for your continued effort and hard work.

CC: Provider Executive Directors
S. Nuccio
J. Mercado