



2025-10-20

To: Homeless Services, Department of (DHS)

From: Municipal Library Staff

The New York City Charter, Chapter 49, Section 1133, requires that agencies submit to the Department of Records and Information Services (DORIS) all reports, documents, studies and publications required by local law, executive order, or mayoral directive to be published, issued, or transmitted to the City Council or Mayor, within 10 business days of their publication. For any report that is not received within 10 business days of the publication date, DORIS is required to email the agency to request the report, and to provide the text of that email in place of the report in the Government Publications Portal.

Consistent with these requirements, DORIS hereby requests the transmission of the report shown below, which DORIS has not received as of 2025-10-20. Please submit this report to the Government Publications Portal. If you have questions, please contact staff at the Municipal Library at munilib@records.nyc.gov.

Mandated Report Type: Five-year plan to relieve homelessness

Report Description: Report on performance indicators reported to the department by any entity providing such services; a description of the methodology used in measuring such performance; the metrics utilized to determine whether such performance measures meet targets established by the department and any entity providing such services; The Five-Year Plan shall be reviewed and updated by the commissioner each year, and the updated version thereof shall be submitted to the speaker of the city council not later than October first of each year. In the fifth year covered by each such Five-Year Plan, the commissioner shall submit a Five-Year Plan to Relieve Homelessness for the next succeeding five-year period not later than six months prior to the last day of such fifth year to the speaker of the city council.

Reporting Frequency: Every 1 Year

Report Due Date: 2024-10-01

Authorizing Resource (Charter and Code): New York City Administrative Code, Title 21, Section 308

Authorizing Resource (Local Law):