

Request for Proposals

Manhattan Cruise Terminal Community Fund Administrator

RFP Info Session

June 2026



MCT Community Funds | *Overview*

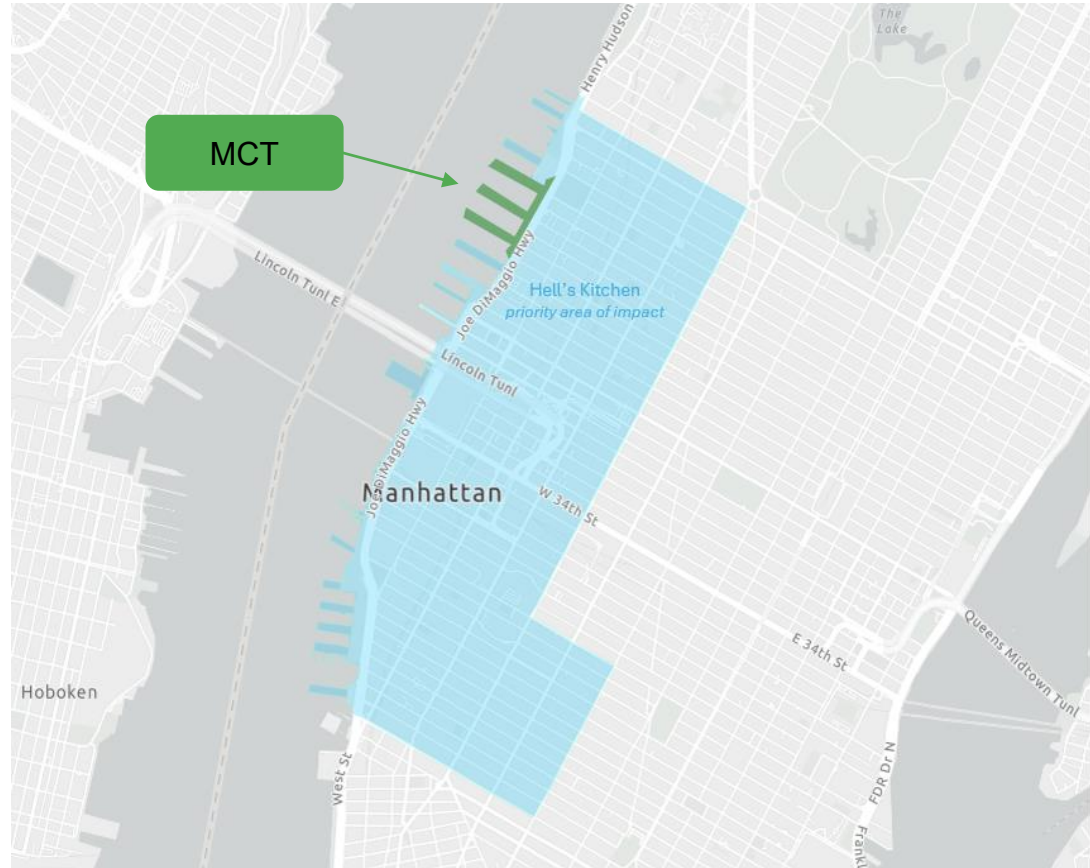
Funding Source

\$1 per passenger fee collected from cruise lines operating under exclusive berthing agreements at the Manhattan Cruise Terminal.

Objective:

To support community-serving initiatives that enhance the well-being of Hell's Kitchen residents, which may include:

- Investments in public realm improvements or green initiatives as identified in CB4's **Statement of District Needs**
- Mitigation of impacts associated with MCT's activity
- Workforce development programs prioritizing local residents and surrounding NYCHA houses.



~\$2M

Approx. year 1 disbursement

~\$700k

Approx. annual collection

MCT Community Funds | *Candidate Selection*

The ideal Fund Administrator will be a nonprofit organization, community foundation, CDFI, CDE, BID or independent consultant with:

- ✓ Demonstrated history of managing community funds (or similar impact funds)
- ✓ Experience engaging with local stakeholders, local elected officials and/or city agencies
- ✓ Experience implementing clear monitoring and evaluation frameworks to assess project impact.

Selection Criteria

Cost Proposal
30%

Proposal Outcomes
25%

Experience &
Qualifications
25%

Quality of Proposal
25%

Proposals that maximize funds available to be distributed for community use will be evaluated more favorably.

MCT Community Funds | *Scope of Services*

May be performed by subcontractor

TASK I

Community Stakeholder Engagement

- Facilitate development of oversight committee
- Execute Annual Engagement Plan
- Provide quarterly updates

May NOT be performed by subcontractor

TASK II

Fund Administration

- Finalize fund structure & requirements
- Develop process for project solicitation
- Conduct marketing and outreach
- Analyze engagement

TASK III

Monitoring, Evaluation & Reporting

- Design and implement a monitoring and evaluation framework
- Provide quarterly progress reports for project milestones
- Provide annual impact reports

MCT Community Funds | *RFP Submission Requirements*

KEY UPCOMING DATES

10:00AM June 23, 2026: Info Session
5:00PM August 12, 2026: Deadline to submit questions
August 18, 2026: Q&A posted to NYCEDC website

Submission Deadline
September 3rd, 2026
4:00pm

**EARLY FALL 2026
AWARDS ANNOUNCED**

**LATE FALL 2026
FINALIZE CONTRACTING**

**WINTER 2026-2027
FUND ADMIN TO LAUNCH**

Please submit questions to MCTCFFundAdminRFP@edc.nyc no later than 5:00 P.M. on Wednesday, August 12, 2026. Answers to all questions will be posted by Tuesday, August 18, 2026.

Please upload your response as a .zip file with your company name and the title of the corresponding fund using the project webpage <https://edc.nyc/manhattan-cruise-terminal-brooklyn-cruise-terminal-and-sunset-park-special-purpose-project-fund>

