



Dear Provider Partner,

The City of New York continues to keep you apprised of updates on the Indirect Cost Rate (ICR) Funding Initiative. Please see important updates below based on the Fiscal Year 2021 Adopted Budget and our [August 11 communication to providers](#).

UPDATES

1. **Cost Manual Updates.** The Cost Manual will be updated to reflect changes to the Initiative as a result of the FY21 Adopted Budget. The revised version will be made available on the [ICR Funding Initiative Webpage](#).
2. **Webinar Recording.** The City Implementation Team (CIT) is holding webinar sessions today to provide more information about the implementation of the FY21 Adopted Budget and answer questions received from providers. A webinar recording will be made available on the on the [ICR Funding Initiative Webpage](#).
3. **FY20 ICR Processing Closed August 19.** The ICR Funding Initiative for FY20 processing has now closed. Providers who wish to enter the Initiative in FY21 may complete an [Entryway Choice Form](#). The final deadline to submit an accurate Delta Template and receive an Accepted ICR is December 31, 2020. The CIT recommends submitting your Entryway Choice Form by November 1. The Initiative will close on December 31, 2020.

REMINDERS

1. **FY20 Amendments.** As per the [August 11 communication](#), the FY21 Adopted Budget resulted in revisions to FY20 ICR amendments.
 - If your organization elected the 10% de minimis option and has an Accepted ICR, the City is fully funding the FY20 value of your amendment(s), as determined in your organization's Accepted Delta Template.
 - If your organization has a Conditional ICR or an Accepted ICR based on an Independent Accountant's Report or Negotiated ICR Agreement (NICRA), the City is funding 60% of the FY20 value of your amendment(s), as determined in your organization's Accepted Delta Template.
2. **30-Day Submission Window for FY21 Delta Templates.** Providers must complete and upload their Delta Templates to their HHS Accelerator Document Vault within 30 days of receipt from the CIT to facilitate timely and accurate amendment registration. An instructional video on completing the Delta Template, as well as other support resources, can be found on the [Indirect Implementation Webpage](#).
3. **15-Day Submission Window for FY21 Delta Template Revisions.** Providers that have had their Delta Templates returned for revisions must complete pending items and upload their revised Delta Templates to their HHS Accelerator Document Vault **within 15 days** of receipt from the CIT to facilitate timely and accurate amendment registration.

BACKGROUND ON INITIATIVE

In February 2019, the City of New York adopted the [Cost Manual](#) to standardize cost allocation practices for health and human service providers contracting with the City. The Fiscal Year 2020 Adopted Budget established an indirect cost rate funding initiative based on the Cost Manual. The Fiscal Year 2021 Adopted Budget, passed during the COVID-19 pandemic, maintained the ICR Funding Initiative at an adjusted level of funding. The Mayor's Office of Management and Budget and [Mayor's Office of Contract Services](#) form the City Implementation Team (CIT), tasked to design and manage the implementation and roll-out of the indirect initiative. The CIT established a Provider Workgroup that includes City Council representation to advise them. For more information on how to establish and claim your ICR and important timelines, please visit the [ICR Funding Initiative Webpage](#), which is regularly updated. The CIT is available for questions at the Mayor's Office of Contract Services.

Sincerely,
The City Implementation Team

Update on the 2020 U.S. Census

The census reporting period has been shortened by 30 days! Complete your census today to help New York City get the representation and funding it deserves. Visit my2020census.gov, or call 844-330-2020 (official deadline is September 30).