Dear Provider Partner,

We are reaching out because your organization has not opted into the City's Indirect Cost Rate (ICR) Funding Initiative, which opened in November 2019. Your organization's opportunity to obtain an Accepted ICR will end on **Tuesday, December 1, 2020,** after which the **Entryway Choice Form** will close. If your organization does not submit an Entryway by **11:59 PM on December 1,** your organization will revert to a 10% ICR and will not receive additional funding through an FY21 ICR Amendment.

If you need more information about the City's ICR Funding Initiative, please consult our **Indirect Implementation Webpage**.

As a reminder, submitting an Entryway Choice Form means that your organization has established an ICR in accordance with the **Cost Manual** and is prepared to move forward with submitting any necessary Verification Documentation in the form of a Negotiated Indirect Cost Rate Agreement (NICRA) or Independent Accountant's Report. To receive a City Accepted ICR, your organization will have to submit an accurate Delta Template with required Verification Documentation by the final Initiative deadline of **December 31, 2020.**

Please note that any Delta Template submission after 5 PM on December 29 will be the final submission. After this time, organizations will not be able to resubmit a Delta Template should revisions be required – all submissions will be final. The CIT recommends submitting Delta Templates on or before December 15 and expeditiously resubmitting, as necessary, to ensure your organization has an Accepted ICR by December 31.

Should you have any questions or require assistance, please do not hesitate to reach out to the City Implementation Team at the Mayor's Office of Contract Services**.**

Sincerely,
The City Implementation Team

Update on COVID-19 Testing:
*All New Yorkers can now get tested for COVID-19! It's FREE, confidential and available at a location near you. Go to **NYC.Gov/COVIDTest** to find a convenient testing site today.*
***#FightCOVIDNYC**.*