



Dear Nonprofit Partner,

In February 2019, the City of New York adopted the [Health and Human Services Cost Policies and Procedures Manual](#) (Cost Manual) to standardize cost allocation practices for health and human service providers contracting with the City. The Fiscal Year 20 Adopted Budget established an indirect cost rate funding initiative based on the Cost Manual. The Mayor's Office of Management and Budget and Mayor's Office of Contract Services formed a City Implementation Team (CIT) to design the implementation and roll-out of the indirect initiative and established a Provider Work Group to advise them.

On October 7th, the CIT briefed the sector on timelines, process and next steps for the implementation of the indirect rate initiative. A video summarizing the Briefing is now available on the City's [Indirect Investment webpage](#). We urge Providers to watch the 25 minute video and review the [Cost Manual](#) to prepare for next steps which begin on November 18, 2019. These next steps are detailed in the video.

We will continue to update the Indirect Investment webpage with additional information and resources. Please reach out to us at the Mayor's Office of Contract Services if you have any questions.

**Sincerely,
The City Implementation Team**