



Procurement Roadmap Navigation

The New York City Procurement Roadmap shows a list of all competitive Health and Human Services funding opportunities available to providers through Agencies utilizing HHS Accelerator. Funding opportunities – referred to as procurements -- represent the City's investments in critical services. Each listing on the roadmap includes important dates and details which affect your ability to compete.

To view Request for Proposals in HHS Accelerator and to compete, your organization must be prequalified for at least one service listed in the opportunity.

How do I find a Request for Proposals (RFP)?

- From the homepage, navigate to the “**Procurements**” tab.
- You can use the “**Filter Items**” button at the top left of the screen to target your search.
- If an RFP is in released status, and your organization is “Eligible to Propose”, you will be able to access the RFP documents and compete.
- If the provider status reads “**Service App Required**” your organization needs to get prequalified for one of the services listed in the opportunity and may still need to complete the Business Application.

How do I save an RFP Favorite?

- Locate the RFP that you would like to save, check the box to the left of the RFP title.
- Click the “**Save Updates to Provider Favorites**” button at the top of the screen.
- The selected RFPs will now be saved to your Provider Favorites.

How do I view a Favorite?

- Click the “**Display Provider Favorites Only**” button at the top of the screen.
- Only your favorite RFPs will display.

*For more detailed step-by-step instructions on how to navigate the roadmap, please review the **Introduction to the Procurement Roadmap** guide.*