
From: CIT
Sent: Thursday, December 17, 2020 4:02 PM
Cc: CIT
Subject: RE: December 15 Milestone for Delta Templates

Dear Provider Partner,

Following up on our message below, the City still has not received your completed Indirect Cost Rate (ICR) Delta Template. The recommended submission date of December 15 has passed.

Please submit your Delta Template **as soon as possible** to ensure that your organization has time for any necessary revisions. Please allow two business days for CIT review of your Delta Template and response noting next steps. As a reminder, any Delta Template submission after **December 29 at 5 PM** 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 will not be reviewing Delta Templates received after 5 PM on December 29 until the week of January 4, when notifications will be sent to providers with Accepted ICRs.

An [instructional video](#) on completing the Delta Template, as well as other support resources, can be found on the [Indirect Implementation Webpage](#). Should you have any questions or require assistance, please do not hesitate to reach out to us.

Sincerely,

City Implementation Team