

THE BOSTON PUBLIC HEALTH COMMISSION
Division of Violence Prevention
Bureau of Child, Adolescent and Family Health

ADDENDUM

Neighborhood Trauma Team



The Boston Public Health Commission (BPHC) is the local public health department for the City of Boston. Public service and access to quality healthcare is the cornerstone of our mission - to protect, preserve, and promote the health and well-being of all Boston residents, particularly the most vulnerable.

September 30, 2016

Boston Neighborhood Trauma Teams

Appendices: Provide the following documents that are not part of the 20-page limit.

1. Using the format in the enclosed Sample Budget Template, provide a tentative budget proposal for 8 months, to include in the grant budget application. Include names, hours or days of effort, and hourly or daily rates for staff; indirect rate (if applicable, with justification of percentage); and other expected incidental expenses.

SAMPLE BUDGET TEMPLATE

| Budget Category | Budget Justification | Amount Requested |
|--|-----------------------------|-------------------------|
| <i>Salaries and Wages</i> | | |
| <i>Fringe Benefits</i> | | |
| <i>Consultant Costs</i> | | |
| <i>Supplies</i> | | |
| <i>Other – please specify</i> | | |
| <i>Direct costs</i> | | |
| <i>Indirect cost (maximum 20% of direct)</i> | | |
| TOTAL BUDGET <i>(Sum of direct and indirect costs)</i> | | |

Note: The organization may include expenses to cover general indirect costs up to 20% of total direct costs, or the approved administrative overhead, whichever is lower.

Boston Neighborhood Trauma Teams

Addendum Number: 1

Date: 09/30/2016

Title of RFP: Neighborhood Trauma Team

Initial Post Date: 09/16/2016

Requesting Agency: Boston Public Health Commission, Division of Violence Prevention

Contact: Tegan C. Evans

Phone: 617-534-2382

Email: TEvans@bphc.org

RFP Due Date: 10/14/2016

Completed proposals, including all addendums must be submitted to BPHC, Division of Violence Prevention 1010 Mass Ave 2nd Floor, Boston, MA 02118. All proposals must be received by Friday, October 14, 2016 at 3:00 pm. There will be no exceptions to this deadline.

A signed acknowledgement of this addendum must be attached to your RFP application.

By: _____

Printed Name: _____

Title: _____

Date: ____/____/____