

**DIVISION OF PUBLIC HEALTH INFRASTRUCTURE  
OFFICE OF PUBLIC HEALTH – NEW YORK STATE DEPARTMENT OF HEALTH  
Health, Wealth and Wellbeing Unit**

***Equitable Procurement Contractors***

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Date of Issue	June 18, 2026
Informational Webinar	June 25, 2026
Submit Questions by	July 3, 2026
Answers Posted on or about	July 8, 2026
<b>Applications Due</b>	July 17, 2026

Counties Served: Rest of State (all counties outside of New York, Bronx, Kings, Queens and Richmond) and/or the other Nation

## Overview

Health Research, Inc. (HRI), in collaboration with the New York State Department of Health (NYSDOH), announces the availability of funding to support up to six (6) regional contractors. These contractors will help community-based organizations (CBOs), grassroots organizations, and other underrepresented partners better understand and navigate NYSDOH and HRI funding opportunities.

Up to \$300,000 in total funding is available, with awards of up to \$50,000 per contractor for a four (4)-month contract (August 2026 – November 2026).

Contractors will lead outreach, provide training, and offer one-on-one support to help organizations prepare for and apply to public health funding opportunities. This work is intended to go beyond simply sharing information. The goal is to help more organizations feel confident, prepared, and able to successfully apply for and manage funding and improve community access to preventive public health funding opportunities.

## Funding

A total of **\$300,000** will support up to six (6) regional contractors during a four (4) month contract period, with awards of up to \$50,000 per contractor.

Regions are defined by the following counties:

Region 1	Niagara, Orleans, Erie, Genesee, Wyoming, Allegany, Cattaraugus, Chautauqua and Livingston
Region 2	Monroe, Wayne, Ontario, Seneca, Yates, Steuben, Schuyler, and Chemung
Region 3	Tioga, Broome, Tomkins, Cortland, Chenango, Cayuga, Madison, Onondaga, Oneida and Herkimer
Region 4	Oswego, Lewis, Jefferson, St. Lawrence, Franklin, Clinton and Essex
Region 5	Delaware, Greene, Columbia, Otsego, Schoharie, Albany, Rensselaer, Fulton, Montgomery, Schenectady, Saratoga, Washington, Warren, Hamilton
Region 6	Sullivan, Ulster, Dutchess, Orange, Putnam, Rockland, Westchester, Nassau and Suffolk

Awardees will need to complete a W-9 form for HRI. The W-9 form is a Internal Revenue Service (IRS) form that determines tax classification for 1099 reporting purposes. This form provides HRI with information needed to pay the Work Group contractor, such as their name, address, and Social Security Number (SSN).

This initiative is funded by a CDC Public Health Infrastructure Grant (PHIG) OE22-2203: Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems. The goal is to create a stronger, more resilient public health system ready to face future health threats. The selected applicant must be the recipient of this contract (cannot use an umbrella organization or fiscal agent to receive contract).

## **Background/Intent**

The Division of Public Health Infrastructure (DPHI) supports efforts to strengthen the capacity of community-based organizations to partner with NYSDOH in advancing preventive public health initiatives. While many organizations bring deep community knowledge, trusted relationships, and subject-matter expertise, they often face barriers in navigating formal procurement and contracting processes, including limited experience with application development, budgeting, compliance requirements, and post-award expectations.

These barriers can result in reduced participation, increased technical disqualifications, and missed opportunities to engage a broader and more diverse network of community partners. Addressing these challenges is critical to building a more equitable and effective public health system.

Through this initiative, NYSDOH seeks to invest in regionally based contractors who can provide culturally responsive outreach, tailored technical assistance, and practical training that meets organizations where they are. Contractors will support organizations not only in understanding procurement processes, but in building the confidence, skills, and readiness needed to successfully compete for and manage public health funding.

In addition to direct capacity-building, this initiative is intended to generate actionable insights into systemic barriers that limit equitable access to funding opportunities. Contractors will serve as a feedback loop between communities and NYSDOH, helping to identify challenges, inform process improvements, and strengthen future procurement strategies.

This initiative is funded through the Centers for Disease Control and Prevention (CDC) Public Health Infrastructure Grant (PHIG) OE22-2203: Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems, which aims to build a stronger, more resilient public health system capable of preventing, detecting, and responding to current and future public health threats. A core component of public health infrastructure is the ability of health departments to effectively partner with community-based organizations to implement preventive public health programs at scale.

## Who May Apply

Applicants must be individuals or organizations who are based in Rest of State (all counties outside of New York, Bronx, Kings, Queens and Richmond) and or the Nations and serve other organizations who work in Rest of State and/or the Nations.

Applicants may apply either as:

- An individual contractor – An individual who will enter into the contract and receive payment using their Social Security Number (SSN).
- An organization – A business, non-profit, or other legal entity that has or will obtain an Employer Identification Number (EIN) and Unique Entity Identifier (UEI).

If you are a sole proprietor or contractor, select the option that reflects how you will receive payment and execute the contract.

Applicants must meet the following Minimum Eligibility Requirements

- At least three (3) years of experience:
  - Outreach, education, training, technical assistance, or community capacity-building
  - Supporting community-based organizations access funding
  - Grant writing or contracting processes
  - Working with diverse or underserved communities
- If applying as an organization, you must have the ability to do business in New York State with a valid Employer Identification Number by the start of the contract date
- If applying as an individual contractor, you must have a valid Social Security Number by the start of the contract date
- Applicants must be based in, and able to provide services within, the region they are applying to serve.

Preferred Qualifications:

- Established leader with experience supporting, advocating for, convening, and or funding community-based organizations
- Established networks (e.g. coalitions, community workgroups, etc.) of non-traditional community-based and or grassroots organizations

Applicants will be selected based on their ability to demonstrate their ability to reach and support community-based and grassroots organizations. Applicants must provide letters of support from community-based and grassroots organizations to validate their credibility. Organizations will be selected to ensure both geographic coverage, one contractor per region, as well as representation of urban and rural communities.

## Scope of Work

Selected contractors will serve as regional partners to increase equitable access to NYSDOH and HRI funding opportunities by building the readiness, confidence, and capacity of community-based and grassroots organizations.

Contractors will conduct structured outreach, deliver procurement readiness training, and provide individualized technical assistance that results in measurable improvements in organizational readiness and increased participation in funding opportunities.

Throughout the contract period, contractors will conduct consistent and meaningful outreach within their assigned region. This includes engaging organizations through one-on-one meetings, small group discussions, and interactive presentations to introduce funding opportunities, understand community needs, and identify barriers to participation. Outreach efforts should prioritize building relationships with organizations that have been historically underrepresented in government funding. Contractors will be expected to maintain detailed records of all outreach activities, including engagement information, discussion items, and any follow-up actions.

Contractors will collaborate closely with NYSDOH throughout the contract period by participating in monthly meetings to share updates, discuss challenges, and identify opportunities for improvement. These meetings will serve as a space to coordinate outreach efforts, share lessons learned, and strengthen alignment across regions.

All activities must demonstrate meaningful progress toward increasing organizational readiness and participation in funding opportunities, not just completion of tasks. This work must go beyond information sharing and demonstrate clear outcomes, including but not limited to:

- Increased number of organizations engaged
- Improved procurement readiness and confidence
- Increased number of organizations preparing and submitting funding applications

To ensure consistency across all regions, the following definitions apply:

- **Outreach:** An initial contact or awareness-building activity intended to introduce funding opportunities or services. This may include emails, phone calls, presentations, or event participation.
- **Engagement:** A two-way interaction with an organization that includes dialogue, questions, and exchange of information (e.g., 1:1 meetings, small group discussions, or interactive presentations).

- **Technical Assistance (TA):** Hands-on, individualized support provided to an organization that results in a tangible output, such as a draft application, budget, work plan, or project concept.

## Deliverables

<b>Deliverable 1</b>	<b>Onboarding and Work Plan Development</b>
Activity 1	Attend virtual onboarding meeting with NYSDOH staff
Activity 2	Participate in a region specific NYSDOH-facilitated virtual meeting designed to introduce the awardee to key partners within their assigned region to support coordination and connection between community-based organization and local health departments
Activity 3	Develop and submit a Regional Outreach & Technical Assistance Work Plan Including but not limited to: <ul style="list-style-type: none"> <li>• Target populations</li> <li>• Geographic focus</li> <li>• Outreach and engagement strategy and methods</li> <li>• Training plan</li> <li>• Technical assistance approach</li> <li>• Timeline of activities and projected metrics</li> </ul>
Element of Completion	<ol style="list-style-type: none"> <li>1. Proof of attendance of virtual meetings by NYSDOH staff</li> <li>2. Submission of NYSDOH approved Regional Work Plan</li> </ol>
To Be Completed By	30 days of the start of the contract

<b>Deliverable 2</b>	<b>Regional Outreach and Engagement</b>
Activity 1	Identify, research, and prioritize community-based organizations for outreach and engagement. <ul style="list-style-type: none"> <li>• Research organizations' missions, populations served, and funding history</li> <li>• Identify organizations that have not previously received NYSDOH/HRI funding</li> </ul>
Activity 2	Develop and maintain a regional outreach contact list, including organizations that have not previously received NYSDOH/HRI funding.
Activity 3	Conduct a minimum of 24 outreach efforts to community-based organizations (6 per month during months 2-5)

	<p>At least 50% of outreach activities must result in direct engagement, with a minimum of twelve (12) engagements.</p> <p>*Outreach is defined as an initial contact or awareness-building activity (e.g. email, phone call, event participation). Engagement is defined as a two-way interaction involving discussion and participation.</p>
Activity 4	<p>Engage with at least 12 community-based organizations (3 per month during months 2-5)</p> <ul style="list-style-type: none"> <li>• 1:1 meetings or small group discussions with underrepresented organizations</li> <li>• Introductory or relationship-building meetings</li> <li>• Presentation with active participation and discussion</li> <li>• Connect organization to their local health department</li> <li>• At least six (6) organizations engaged must be first-time applicants or organizations that have not previously received NYSDOH/HRI funding</li> </ul>
Activity 5	<p>Coordinate with local health departments and regional partners to:</p> <ul style="list-style-type: none"> <li>• Identify organization that may benefit from outreach and technical assistance</li> <li>• Facilitate introductions and referrals when appropriate</li> <li>• Support relationship-building between community organizations and public health partners</li> </ul>
Element of Completion (to be submitted monthly)	<p>1. Submit monthly outreach log documenting efforts:</p> <ul style="list-style-type: none"> <li>• Date</li> <li>• Organization name</li> <li>• Type of engagement</li> <li>• Number of participants</li> <li>• Summary of discussion and identified needs/barriers</li> <li>• Follow-up actions taken</li> </ul>
To Be Completed By	Monthly, by the last day of each reporting month

<b>Deliverable 3</b>	<b>Collaboration with NYSDOH</b>
Activity 1	Participate in monthly virtual meetings (4) with NYSDOH staff to:

	<ul style="list-style-type: none"> <li>• Provide updates on outreach, training, and technical assistance activities facilitated by NYSDOH</li> <li>• Share participation metrics and engagement outcomes</li> <li>• Identify barriers and challenges faced by organizations</li> <li>• Share lessons learned and promising practices</li> <li>• Coordinate outreach strategies and messaging</li> <li>• Identify opportunities for partnership engagement</li> <li>• Application navigation training with NYSDOH</li> </ul>
Activity 2	<p>Prepare and present updates on outreach, engagement, trainings, and technical assistance activities.</p> <ul style="list-style-type: none"> <li>• Share participation metrics, engagement outcomes, and emerging trends</li> </ul>
Element of Completion	Submit proof of monthly attendance provided by NYSDOH
To Be Completed By	Monthly, by the last day of each reporting month

<b>Deliverable 4</b>	<b>Training &amp; Capacity Building – Technical Assistance</b>
Activity 1	<p>Plan and manage all logistical aspects of the workshops, including but not limited to:</p> <ul style="list-style-type: none"> <li>• Marketing and outreach to promote workshops</li> <li>• Participant recruitment</li> <li>• Managing registration (e.g. sign-ups, confirmations, reminders)</li> <li>• Ensuring a minimum of ten (10) participants per workshop</li> <li>• Hosting workshops on a virtual platform of the awardee's choice</li> </ul>
Activity 2	<p>Develop workshop curriculum, presentations, handouts, templates, and resource materials</p> <ul style="list-style-type: none"> <li>• Tailor content to the needs of participating organizations</li> </ul>
Activity 3	<p>Facilitate a minimum of four (4) virtual workshops with at least ten (10) participants:</p> <ul style="list-style-type: none"> <li>• Application development</li> <li>• Work plan development</li> <li>• Budget development and justification</li> <li>• Contract readiness</li> </ul>

	<ul style="list-style-type: none"> <li>○ Sam.gov, EIN, compliance requirements</li> <li>● Refine project ideas</li> </ul>
Activity 4	<p>Develop and administer a NYSDOH approved pre- and post-assessment to all participants attending the four (4) workshops:</p> <ul style="list-style-type: none"> <li>● Understanding of procurement processes</li> <li>● Confidence in applying for funding</li> <li>● Ability to develop key application components (work plan, budget, etc.)</li> <li>● Perceived barriers to applying</li> </ul>
Activity 5	<p>Provide individualized technical assistance to at least twelve (12) organizations total, a minimum of three (3) organizations per month, months 2-5</p> <ul style="list-style-type: none"> <li>● Technical assistance must include substantive support such as: <ul style="list-style-type: none"> <li>○ Project development or refinement</li> <li>○ Application review</li> <li>○ Budget guidance</li> <li>○ Contract readiness support</li> </ul> </li> </ul> <p>*Each organization must receive a minimum of one (1) technical assistance session and produce at least one of the following:</p> <ul style="list-style-type: none"> <li>● Draft application</li> <li>● Budget</li> <li>● Work Plan</li> <li>● Project concept</li> </ul>
Element of Completion	<ol style="list-style-type: none"> <li>1. Submit training agendas and materials</li> <li>2. Submit attendance records for workshops</li> <li>3. Monthly TA tracking log including: <ol style="list-style-type: none"> <li>a. Organizations served</li> <li>b. Types of assistance provided</li> <li>c. Level of support (general guidance, application review, budget support)</li> </ol> </li> </ol>
To be Completed By	By the end of contract term

<b>Deliverable 5</b>	<b>Develop and Submit Monthly Regional Report</b>
Activity 1	Analyze participation metrics, trends, barriers, and capacity-building needs identified during the reporting period
Activity 2	<p>Prepare and submit a monthly progress report on:</p> <ul style="list-style-type: none"> <li>● Outreach and engagement metrics</li> <li>● Training delivered and attendance</li> </ul>

	<ul style="list-style-type: none"> <li>• Technical assistance provided</li> <li>• Number and type of organizations served</li> <li>• Barriers and capacity gaps identified</li> <li>• Number of organizations preparing and submitting applications</li> <li>• Summarize survey results, including changes in knowledge and confidence</li> </ul>
Element of Completion	Submit monthly reports to NYSDOH
To Be Completed By	Monthly, by the last day of each reporting month

<b>Deliverable 6</b>	<b>Final Reporting and Evaluation</b>
Activity 1	Compile and analyze project data collected throughout the contract period
Activity 2	<p>Submit a final regional report that includes:</p> <ul style="list-style-type: none"> <li>• Summary of all activities and deliverables</li> <li>• Populations and organizations reached</li> <li>• Total number of organizations engaged</li> <li>• Total number of organizations receiving one-on-one technical assistance</li> <li>• Number of organizations that submitted funding applications</li> <li>• Description of partnerships established or strengthened as a result of this work</li> <li>• Outcomes and impact (increased readiness, applications submitted where known)</li> <li>• Key barriers to procurement process</li> <li>• Actionable recommendation to improve NYSDOH/HRI procurement accessibility and equity</li> </ul> <p>(Include all feedback gathered throughout process including successes, challenges, and barriers in reaching these organizations and recommendations to improve NYS DOH/HRI procurement processes to ensure these organizations are provided access to funding opportunities)</p>
Activity 3	Develop recommendations to improve procurement accessibility, technical assistance delivery, and engagement of community-based organizations
Element of Completion:	Upon completion of all activities, upload NYSDOH approved report.
To Be Completed By:	By the end of contract term

## Contractor Payments

Each Equitable Procurement Contractor will be paid up to \$50,000 over a contract period of approximately four (4) months. Contractors will need to submit elements of completion base on the completion of deliverables. All activities outlined in each deliverable must be complete in order to receive anticipated amount for the deliverable.

## Application Process

Applications must be submitted online in SurveyMonkey Apply© (SM Apply©) by **July 17, 2026 at 11:59PM**. To respond to this solicitation, please first create a login and then complete the application questions in the SM Apply© form.

Click [here](#) to apply.

### Step 1:

Create a login in SM Apply©. A verification link will be sent to your email—follow the link to complete your registration.

### Step 2:

Log into SM Apply© and respond to all application questions directly in the platform.

### Step 3:

Upload the following documents:

1. Please upload a letter of support or recommendation from a community-based and/or grassroots organization that demonstrates and verifies these established relationships and networks. The letter should describe the nature of the relationship and the organization's experience working with you and/or your organization.

## Question-and-Answer Period

Interested applicants are encouraged to submit questions about the application process and or this funding opportunity. All questions should be sent to [dphi@health.ny.gov](mailto:dphi@health.ny.gov) **no later than July 3, 2026. Questions submitted by applicants will not be answered individually.**

**Answers to all questions will be posted on the [HRI Funding Opportunities](#) page on or about July 8, 2026.**

Questions of a technical nature can also be submitted to: [dphi@health.ny.gov](mailto:dphi@health.ny.gov)

**Technical questions refer to how to prepare the application (e.g., formatting) rather than relating to the substance of the application.**

Questions and answers, as well as any updates and/or modifications, will also be

Applications will be submitted online in the SurveyMonkey Apply® Platform (SM Apply). To apply to this solicitation, please first create a login in SM Apply and then complete the application to the best of your ability in the SM Apply® Form.

**All applications are due by July 17,2026.**

**Informational Webinar:**

An informational webinar will be held on **June 25, 2026 at 10:00 AM**. During this session, we will review the funding opportunity, eligibility requirements, and how to apply.

This session will not include a live Q&A. However, participants are encouraged to submit questions in the chat. All questions submitted during this virtual session will be answered in the Question-and-Answer document.

[To register, click here.](#)

**Application Questions:**

Are you applying as an individual or Organizations:

If applying as an individual, provide your full name:

If applying as an organization, please provide your organization name:

Organization EIN/Federal Tax ID number (This is required to apply and will be used to develop your contract, if awarded.):

Legal Entity Name (if different than organization name. This should match your EIN/Federal Tax ID number):

SAM.gov UEI#:

Mailing address (including Zip+4):

Primary Contact Name and Title:

Primary Contact Email:

Primary Contact Phone Number:

Secondary Contact Name:

Secondary Contact Email:

Secondary Contact Phone Number:

Signatory Name:

Please list which region you are applying to represent. UNSCORED

**Attestation Statement (UNSCORED):**

1. Do you and/or your organization have at least three (3) years of the following experience:
  - a. Grant writing, fundraising, and/or fund development
  - b. Outreach, education, training, technical assistance, or community capacity-building
  - c. Supporting community-based organizations
  - d. Working with diverse communities
2. Will you and/or your organization have an established lead with experience supporting, advocating for, convening, and/or funding community-based organizations (CBO'S)?
3. If applying as an organization, will your organization have the ability to do business in New York State with a valid Employer Identification Number (EIN) and Unique Entity Identifier (UEI) by the start of the contract date.
4. If applying as an individual, will you have a valid Social Security Number by the start of the contract date.
5. Are you and/or your organization based in and able to provide services within the region you will apply to serve in?

Applicants must be individuals or organizations who are based in Rest of State (all counties outside of New York, Bronx, Kings, Queens and Richmond) and or the Nations and serve other organizations who work in Rest of State and/or the Nations.

Applicants may apply either as:

- An individual contractor – An individual who will enter into the contract and receive payment using their Social Security Number (SSN).
- An organization – A business, non-profit, or other legal entity that has or will obtain an Employer Identification Number (EIN) and Unique Entity Identifier (UEI).

If you are a sole proprietor or contractor, select the option that reflects how you will receive payment and execute the contract.

Applicants must meet the following Minimum Eligibility Requirements

- At least three (3) years of experience:
  - Outreach, education, training, technical assistance, or community

- capacity-building
  - Supporting community-based organizations access funding
  - Grant writing or contracting processes
  - Working with diverse or underserved communities
- If applying as an organization, you must have the ability to do business in New York State with a valid Employer Identification Number by the start of the contract date
- If applying as an individual contractor, you must have a valid Social Security Number by the start of the contract date
- Applicants must be based in, and able to provide services within, the region they are applying to serve.

Preferred Qualifications:

- Established leader with experience supporting, advocating for, convening, and or funding community-based organizations
- Established networks (e.g. coalitions, community workgroups, etc.) of non-traditional community-based and or grassroots organizations

**Application Questions**

1. Describe your experience working with community-based organizations, grassroots organizations, Tribal Nations, or underserved communities in your region. Include examples of partnerships, groups, or networks you have worked with and how those relationships will help you do this work. (5 points)
2. Describe your experience applying for, writing, managing, or helping others apply for funding opportunities such as government grants, foundation funding, contracts, or other funding sources. Please include the types of funding, your role, approximate funding amounts, and the results, if known. (5 points)
3. Describe how you find and decide which funding opportunities are a good fit for organizations. Please include how you decide if an organization is eligible or ready, tools or resources you use, and how you help organizations understand the funding process. (5 points)
4. Describe how you would reach out to organizations that have never applied for or received NYSDOH or HRI funding. Please describe how you would build trust, how you would connect with underrepresented organizations, and how you would encourage organizations to stay engaged beyond the first contact. (5 points)

5. A small grassroots organization contacts you because they want to apply for funding but have never applied before and do not have a budget, work plan, or SAM.gov registration. Walk us through how you would support them from first contact through application submission. (5 points)
6. Describe your experience leading trainings, workshops, or technical assistance sessions. Please include topics you covered, who attended, how you kept participants engaged, and how you knew participants understood the information. (5 points)
7. Describe a successful funding opportunity, grant, or proposal you supported. Please include the funding source, purpose of the funding, your role, approximate amount requested or awarded, and the outcome or impact. (5 points)
8. Describe a time when a funding application or proposal was not successful. What challenges came up, what did you learn, and how did it change your approach moving forward? (5 points)
9. Based on your experience, what are the biggest challenges community-based or grassroots organizations face when applying for funding? Describe how you would help organizations overcome those challenges. (5 points)
10. Describe how you track outreach, meetings, trainings, and technical assistance activities. Please include tools or systems you use, information you collect, and how you measure progress or success. (5 points)
11. What challenges do you expect when helping organizations in your region prepare for and apply for public health funding opportunities? Describe how you would address those challenges and support fair and equitable participation across your region. (5 points)
12. Please upload a letter of support or recommendation from a community-based and/or grassroots organization that demonstrates and verifies these established relationships and networks. The letter should describe the nature of the relationship and the organization's experience working with you and/or your organization. (5 points)

**All applications (including supporting documentation) must be received in SM Apply© by July 17, 2026, 11:59 PM.** Late applications will not be able to be submitted. Applications will not be accepted via mail, fax, or e-mail.

To apply, [click here](#).

**Selection Process:**

Applicants will be reviewed and scored based on their responses submitted through SM Apply©. The 6 highest scoring applicants, one (1) from each region, will be selected.

All applicants will be notified by email after the completion of all interviews regarding whether or not they have been selected for this funding opportunity.

Once the selections have been made, Applicants may request a debriefing of their application (whether their application was funded or not funded). Please note the debriefing will be limited only to the applicant's application and will not include any discussion of other applications. Requests must be received no later than fifteen (15) business days from the date of award or non-award announcement via email.

To request a debriefing, please send an email to [dphi@health.ny.gov](mailto:dphi@health.ny.gov) In the subject line, please write: Debriefing Request (Equitable Procurement Contractor).

**HRI Reserves the Right to:**

1. Reject any or all proposals received in response to this funding opportunity.
2. Withdraw the funding opportunity at any time, at HRI's sole discretion.
3. Make an award under the funding opportunity in whole or in part.
4. Disqualify any bidder whose conduct and/or proposal fails to conform to the requirements of the funding opportunity.
5. Seek clarifications and revisions of proposals.
6. Use proposal information obtained through site visits, management interviews and the state's investigation of a bidder's qualifications, experience, ability or financial standing, and any material or information submitted by the bidder in response to the agency's request for clarifying information in the course of evaluation and/or selection under the funding opportunity.
7. Prior to application opening, amend the funding opportunity specifications to correct errors or oversights, or to supply additional information, as it becomes available.
8. Prior to proposal opening, direct bidders to submit proposal modifications addressing subsequent funding opportunity amendments.

9. Change any of the scheduled dates.
10. Waive any requirements that are not material.
11. Award more than one contract resulting from this funding opportunity.
12. Conduct contract negotiations with the next responsible bidder, should HRI be unsuccessful in negotiating with the selected bidder.
13. Utilize any and all ideas submitted with the proposals received.
14. Unless otherwise specified in the funding opportunity, every offer is firm and not revocable for a period of 60 days from the bid opening.
15. Waive or modify minor irregularities in proposals received after prior notification to the bidder.
16. Require clarification at any time during the procurement process and/or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of an Offeror's proposal and/or to determine an Offeror's compliance with the requirements of the funding opportunity.
17. Negotiate with successful bidders within the scope of the funding opportunity in the best interests of HRI.
18. Eliminate any mandatory, non-material specifications that cannot be complied with by all bidders.
19. Award contracts based on geographic or regional considerations to serve the best interests of HRI.
20. Review any potential conflicts of interest an Offeror may have while performing the work under this funding opportunity and reject any proposals that could result in a conflict of interest.