



ADDENDUM #2

RFA-2024-DBH-01-STATE

State Grant-in-Aid for Emergency Shelter Program

(Changes are in **bold, underlined and italicized text** below to enable vendors to quickly recognize changes in paragraphs and/or wording.)

On December 12, 2023, the New Hampshire Department of Health and Human Services published a Request for Applications, soliciting State Grant-in-Aid for Emergency Shelter Program services. Selected Vendors must provide year-round emergency shelter services and supportive services to individuals and families experiencing homelessness, or who are at risk of homelessness statewide. Additionally, selected Vendors must be familiar with the target population and their needs and have experience in administering these services.

The Department is publishing this addendum to:

1. **Modify Subsection 2.3. Finance, Paragraph 2.3.4. to read:**

- 2.3.4. **The selected Vendor must submit a budget, subject to Department approval, at the time of contracting.** The selected Vendor must submit monthly invoices using a form satisfactory to the Department, which identifies and requests reimbursement for authorized, actual expenses incurred. The selected Vendor must ensure invoices are completed, dated and submitted to the Department to initiate payment.