



**Request for Applications: Building Bicycle Helmet Equity  
Community Based Organization Partners for Bike Helmet Distribution**

**Deadline: Friday March 6th at 5:00 PM**

Chronic Disease Prevention and Control Division  
Healthy Homes and Community Support Division  
Community Initiatives Bureau

Date posted: February 2, 2026

## Overview

The Boston Public Health Commission (BPHC) is the local public health department for the City of Boston. BPHC's mission is to work in partnership with communities to protect and promote the health and well-being of all Boston residents, especially those impacted by racism and systemic inequities.

The Chronic Disease Prevention and Control Division and the Injury Prevention Program at BPHC is seeking community-based organizations (CBOs), that promote physical activity, bicycling, and injury prevention to partner with BPHC in distributing free bicycle helmets to Boston residents, particularly those with low incomes. Bicycle helmet use is a proven safety strategy and can reduce the risk for bicycle-related head injury by as much as 85%.

## Scope of Work

The Bicycle Helmet Equity project will provide free bicycle helmets and make them more accessible through trusted community partners.

Participating CBOs must:

- Be able to receive helmet shipments in April and early May 2026.
- Have appropriate storage space for helmets.
- Distribute helmets free of charge to individuals and families in their communities.
- Track and report on helmet distribution activities.
- Send at least one staff member or volunteer to a required in-person helmet fitting training.
- Have the capacity to store and distribute a minimum of 50 helmets.

## Eligibility

Eligible applicants must:

- Be community-based organizations located in the City of Boston and serving Boston residents.
- Priority will be given to organizations serving communities of color in Dorchester, East Boston, Hyde Park, Mattapan, and Roxbury.
- Individuals are not eligible to apply.

**BPHC will:**

- Purchase, order, and ship helmets directly to partner CBOs.
- Promote CBO partners and helmet distribution events.
- Provide training on proper helmet fittings to each partner CBO.

## **Awardee Responsibilities**

### **Selected organizations must agree to:**

- Designate one staff member or volunteer as the primary point of contact with BPHC.
- Send a representative to attend a helmet fitting and safety training.
- Provide a detailed workplan describing how helmets will be distributed and how events or activities are promoted to the public, including co-branding with BPHC.
- Receive helmet shipments and provide appropriate storage space (minimum capacity of 50 helmets; final quantities depend on funding and supply availability).
- Distribute helmets to individuals and families who may not be able to purchase them.
- Submit a summary report on distribution activities.

## **Proposal Requirements**

Submit Application online via Microsoft Form: by Friday March 6th at 5:00 PM. Link to form:

<https://forms.office.com/g/vAJb4wNj9t>

## **Application Sections & Questions (must complete the final form using the link above)**

### **Section 1: Applicant Organization Information**

1. Organization name
2. Street address (example: 1234 Main St)
3. Zip code
4. Mailing address, (if different)
5. Contact person name
6. Contact person email address
7. Contact person phone number

### **Section 2: Communities Served**

8. Which racial and/or ethnic group(s) does your organization serve? (Check all that apply)
  - ☐ American Indian/ Alaska Native
  - ☐ Asian

- ☐ Black or African American (non-Hispanic/ Latinx)
- ☐ Hispanic/ Latinx
- ☐ Native Hawaiian or Pacific Islander
- ☐ White
- ☐ Other

9. Which neighborhood does your organization PRIMARILY serve? (select one)

- ☐ Allston/Brighton
- ☐ Back Bay (Back Bay, Downtown, Beacon Hill, West End)
- ☐ Charlestown
- ☐ Dorchester (02121/02125)
- ☐ Dorchester (02122/02124)
- ☐ East Boston
- ☐ Fenway
- ☐ Hyde Park
- ☐ Jamaica Plain
- ☐ Mattapan
- ☐ Roslindale
- ☐ Roxbury
- ☐ South Boston
- ☐ South End
- ☐ West Roxbury

10. Which other neighborhoods does your organization serve? (Check all that apply)

- ☐ Allston/Brighton
- ☐ Back Bay (Back Bay, Downtown, Beacon Hill, West End)
- ☐ Charlestown
- ☐ Dorchester (02121/02125)
- ☐ Dorchester (02122/02124)
- ☐ East Boston
- ☐ Fenway
- ☐ Hyde Park
- ☐ Jamaica Plain
- ☐ Mattapan
- ☐ Roslindale
- ☐ Roxbury
- ☐ South Boston
- ☐ South End
- ☐ West Roxbury

11. How does your organization support bicycling, physical activity, and/or the health of residents in your neighborhood?

### **Section 3: Experience and Distribution Plan**

12. Does your organization have experience with bike helmet distribution or helmet fitting? If so, please describe.
13. How will the helmets be distributed? (Check all that apply)
- ☐ At a public community event
  - ☐ Through organizational programming
  - ☐ By request to individuals or families
  - ☐ As part of a Boston Public School program
  - ☐ Other (please specify)
14. Please describe how you plan to distribute the helmets and include a tentative timeline for the upcoming year (2026):
15. Describe in detail how you will:
- a. Promote safety and encourage proper helmet use
  - b. Prioritize low-income individuals and families
  - c. Incorporate helmet fitting into your distribution plan (BPHC will provide training)

### **Section 4: Helmet Order Details:**

CBOs must have the capacity to store and distribute a minimum of 50 helmets. The maximum request is 500 helmets. Final quantities will depend on funding availability and the number of applications received.

**Please indicate how many of each model you are requesting (enter “0” or “none” if not requesting a model):**

16. [Model 06 Bike Helmet](#)
17. [Model 08 Premium Bike Helmet](#)
18. [Model 09 Flash Graphics](#)
19. [Model 15G Toddler Bike Helmet](#)
20. Total helmets requesting (must be over 50 and no more than 500)

BPHC will confirm final orders, including sizes, quantities, and colors, after awards are announced.

### Project Timeline

Monday, February 2nd, 2026	RFA released
Friday, February 20, 2026	Questions due
Friday, February 27, 2026	Answers posted online
Friday, March 6 <sup>th</sup> , 2026 at 5:00 PM	Application deadline
Wednesday, March 11 <sup>th</sup>	Awardees notified
March 11 <sup>th</sup> – March 25 <sup>th</sup> , 2026	Finalize helmet orders with awardees
March 25 <sup>th</sup> – March 31 <sup>st</sup> , 2026	Helmets ordered and shipped to CBOs

### Submission Instructions

Submit applications by completing this online form:

<https://forms.office.com/g/vAJb4wNj9t>

For questions, contact:

Jazmin Cole

[jcole@bphc.org](mailto:jcole@bphc.org)

**Deadline: Friday March 6th at 5:00 PM**