Application Submission Checklist

In order for applications to be considered, applicants must follow all application guidelines:

APPLICATION DEADLINE: Friday, January 24, 2020 by 4:00 p.m.
Incomplete or late applications will not be considered after January 24, 2020.

A COMPLETE APPLICATION MUST INCLUDE:

- A complete original application with (2) stapled copies of the application;
- A copy of organization’s or fiscal conduit’s revenue information 501(c)3 form;
- A copy of the organization’s or fiscal conduit’s W-9 form;
- Contact information for organization’s representative;
- Copies of program materials, invites and flyers;

Completed Applications must be mailed or hand delivered to:

Medical Center Neighborhood Fund
Columbia University Irving Medical Center
C/o Office of Government & Community Affairs
51 Audubon Avenue, 8th Floor, Suite 800
New York, N.Y. 10032