



Application Submission Checklist

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

APPLICATION DEADLINE: Friday, March 26, 2021

A COMPLETE APPLICATION MUST INCLUDE:

- ❑ *A complete original application;*
- ❑ *Proof of 501©3 status for your organization or that of your fiscal conduit;*
- ❑ *A copy of the organization's or fiscal conduit's W-9 form including the Tax Identification Number;*
- ❑ *Contact information for organization's representative;*
- ❑ *Copies of program materials, invites and flyers (preferably in PDF or other electronic form);*

Completed Applications MUST be submitted to:
gca@cumc.columbia.edu

If absolutely necessary, materials can be sent 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

Please do not attempt to drop off materials. They will not be accepted.