The HHS Accelerator Application

The HHS Accelerator Application is required to compete for funding in HHS Accelerator. It includes submitting a Business Application and at least one Service Application. The information you provide gives us a snapshot of who you are as an organization today. The applications are reviewed by staff at the Mayor's Office of Operations, and once you are approved you are prequalified for 3 years. Prequalified providers are able to compete for funding from City Agencies.

Step 1: The Business Application

The Business Application collects information to verify each organization's ability to establish or maintain a business relationship with the City.

- ☐ **Enter Basics information:** General and executive office contact information, geography; languages and populations.
- ☐ **Enter Filings information:** Charities registration; tax filings; financial statements and audits.
- ☐ **Enter Board information:** Board committee details; meeting information; and duties.
- ☐ **Enter Policies information:** Financial controls; human resources and performance management.

Step 2: Service Applications

The Service Application gathers documentation to establish an organization's service experience and capabilities. You must complete at least 1 service to submit your Application for review.

- ☐ **Add Services:** Select the service(s) your organization provides to New Yorkers.
- ☐ **Demonstrate Service Delivery Capability:** Upload related documents.
- ☐ **Add any Specializations that may apply.**
- ☐ **Select Service Setting.**

Submit the Application for Review

- ☐ Click the **"Submit"** button. This button will only become active when all sections are completed.

If revisions are needed, you will be emailed. Read the comments carefully, revise as needed, and resubmit.

You will be notified by email when a final decision regarding your HHS Accelerator Application has been made.

Compete for Funding

Once your HHS Accelerator Application is approved, you can start competing for Health and Human Service funding from the City of New York.

For step-by-step instructions please review the Submitting Proposals in HHS Accelerator guide.

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