

## Fiscal Sponsor Information Form

*Applicants that are not 501(c)(3) public charities or government units will need a fiscal sponsor organization, which should complete this form to accompany the full grant proposal narrative and all other attachments.*

### Fiscal Sponsor Organization Information

Legal name of organization \_\_\_\_\_

Other name, if different \_\_\_\_\_

Street address \_\_\_\_\_ P.O. Box \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Employer Identification Number (EIN) \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Web site \_\_\_\_\_

Name of top (paid) staff \_\_\_\_\_

Title \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Name of contact person at fiscal sponsor regarding this application \_\_\_\_\_

Title \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Is this organization an IRS 501(c)(3) public charity?  Yes  No

If yes, is this organization an IRS 509(a)(3) supporting organization?  Yes  No

If not a 501(c)(3), is this organization a public agency/unit of government?  Yes  No

Please give a 2-3 sentence summary of organization's purpose: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Authorization

Name of top paid staff or board chair \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### Additional Attachments for Fiscal Sponsor

Please include the following attachments.

#### I. Finances

A. Financial statement from most recently completed fiscal year, audited if available, showing actual expenses.

This information should include a balance sheet, a statement of activities (or statement of income and expenses), and functional expenses.

B. Organization's most recent Form 990 tax return.

C. Organization's budget for current year, including income and expenses.

#### II. List of board members and their affiliations.

III. The written agreement between the organization/project and fiscal sponsor and, if not explicit in the agreement, a letter stating that the sponsor accepts full legal, fiscal and programmatic responsibility for the project.

*Revised 12/17/11*