

## Fiscal Sponsorship – Responsibilities and Agreement

ArtsWA

### Fiscal Sponsorship – Definition and Applicable Programs

Fiscal sponsorship is the practice by which a nonprofit organization offers its legal and tax-exempt status to groups engaged in activities relevant to the sponsoring organization's mission. An arts group or organization that does not have federal nonprofit status may submit an application through a fiscal sponsor for Art Project Support or General Operating Support.

**For more on Fiscal Sponsorship:** <https://grantspace.org/resources/knowledge-base/fiscal-sponsorship/>

### Sponsored Group of Organization - Responsibilities

The arts group or organization filing an application using a fiscal sponsor must be able to document the following at the time of application:

- The arts group or organization is composed of three or more persons who have worked together for more than one year
- Have a minimum of one-year history of producing arts programming as a group or organization

### Fiscal Sponsor – Responsibilities and Agreement

The organization acting as the fiscal sponsor confirms that the arts group submitting the application can document the following at the time of application:

- The arts group is composed of three or more persons who have worked together for a minimum of one year
- The arts group has a minimum of one-year history of producing arts programming as a group or organization

The Fiscal Sponsor must have a have a current Washington Nonprofit Annual Report filing on record. More information: <https://goo.gl/JukeMI>

The Fiscal Sponsor is not expected to provide financial or administrative support to the group other than the grant administration.

By agreeing to serve as the fiscal sponsor in support the arts group's application, the Fiscal Sponsor agrees that, should the group receive a grant, it:

1. Will assume all financial, accounting, and reporting responsibilities associated with the grant award contract.



2. Understands that ArtsWA will send the grant contract and all grant payments to the Fiscal Sponsor.
3. Will not deduct administrative fees or indirect costs directly from any grant funds awarded by ArtsWA.
4. Does not sponsor or present the arts event.
5. Does not support the group as an affiliate or sub-committee.

### Fiscal Sponsor – Organization Name and Address

Provide the name and address of the nonprofit organization that will be serving as your fiscal sponsor.

Fiscal Sponsor Organization Name

Fiscal Sponsor Address

Fiscal Sponsor City

Fiscal Sponsor State

Fiscal Sponsor Zip

### Fiscal Sponsor – Mission Statement

Provide your fiscal sponsor's organizational mission statement. Fiscally sponsored arts and cultural groups and organizations must be sponsored by nonprofit organizations that have arts, culture, and/or heritage in their mission statement.

### Fiscal Sponsor – Authorizing Official: First Name, Last Name, Title, Email, Phone Number.

This is the person who is authorized to grant fiscal sponsorship. (Example: Fred Elliott, Executive Director, fred@organization.com, 509-555-5555).

## Fiscal Sponsor - Contract Manager: First Name, Last Name, Title, Email, and Phone Number

This is the person at the fiscal sponsor's organization that is responsible for managing grant contracts and will receive official grant communications. (Example: Omar Sharif, Executive Director, omar@organization.com, 509-555-5555).

Fiscal Sponsor's Employer Identification Number (EIN)

Fiscal Sponsor's State of Washington Vendor number (SWV)

Fiscal Sponsor's Federal Unique Entity Identifier number (UEI)

More Information on getting your UEI Number

[https://www.fsd.gov/gsafsd\\_sp?id=kb\\_article\\_view&sysparm\\_article=KB0041254&sys\\_kb\\_id=a05adbae1b59f8982fe5ed7ae54bcbbba&spa=1](https://www.fsd.gov/gsafsd_sp?id=kb_article_view&sysparm_article=KB0041254&sys_kb_id=a05adbae1b59f8982fe5ed7ae54bcbbba&spa=1)

More information on Washington State Vendor number

<https://ofm.wa.gov/it-systems/accounting-systems/statewide-vendorpayee-services>

## Contact Us:

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