



FSC-PS CF

Fiscal Sponsorship Application

FSC-PS Charitable Foundation is a non-profit organization as determined by the IRS under code 501(c)(3). FSC-PS is also a registered Washington State charity.

DIRECTOR AND CONTACT INFORMATION		
PROJECT DIRECTOR (person who is fiscally responsible for this project)		
AFFILIATION		
ADDRESS		
CITY	STATE	ZIP/POSTAL
COUNTRY		
DAY PHONE	EVENING PHONE	FAX NUMBER
EMAIL		
PROJECT INFORMATION		
PROJECT TITLE		
ESTIMATED TOTAL BUDGET		
ESTIMATED PROJECT DURATION (beginning month and year to ending month and year)	FROM (month/year)	TO (month/year)
DATE OF THIS APPLICATION		
PROJECT DESCRIPTION (50 words or less)		

FSC-PS Charitable Foundation

Fiscal Sponsorship Application (continued)

NAMES OF COMMITTED PROJECT FUNDERS List one funder per box, if necessary, continue on separate sheet of paper

NAME 1:					
FUNDER TYPE:	<input type="checkbox"/> Corporate	<input type="checkbox"/> Non-profit	<input type="checkbox"/> Educational	<input type="checkbox"/> Individual	<input type="checkbox"/> Other
NAME 2:					
FUNDER TYPE:	<input type="checkbox"/> Corporate	<input type="checkbox"/> Non-profit	<input type="checkbox"/> Educational	<input type="checkbox"/> Individual	<input type="checkbox"/> Other
NAME 3:					
FUNDER TYPE:	<input type="checkbox"/> Corporate	<input type="checkbox"/> Non-profit	<input type="checkbox"/> Educational	<input type="checkbox"/> Individual	<input type="checkbox"/> Other
NAME 4:					
FUNDER TYPE:	<input type="checkbox"/> Corporate	<input type="checkbox"/> Non-profit	<input type="checkbox"/> Educational	<input type="checkbox"/> Individual	<input type="checkbox"/> Other

NAMES OF PENDING FUNDING SOURCES List one funder per box, if necessary, continue on separate sheet of paper

NAME 1:					
FUNDER TYPE:	<input type="checkbox"/> Corporate	<input type="checkbox"/> Non-profit	<input type="checkbox"/> Educational	<input type="checkbox"/> Individual	<input type="checkbox"/> Other
NAME 2:					
FUNDER TYPE:	<input type="checkbox"/> Corporate	<input type="checkbox"/> Non-profit	<input type="checkbox"/> Educational	<input type="checkbox"/> Individual	<input type="checkbox"/> Other
NAME 3:					
FUNDER TYPE:	<input type="checkbox"/> Corporate	<input type="checkbox"/> Non-profit	<input type="checkbox"/> Educational	<input type="checkbox"/> Individual	<input type="checkbox"/> Other
NAME 4:					
FUNDER TYPE:	<input type="checkbox"/> Corporate	<input type="checkbox"/> Non-profit	<input type="checkbox"/> Educational	<input type="checkbox"/> Individual	<input type="checkbox"/> Other

ITEMS TO SUBMIT WITH THIS APPLICATION:

- Itemized project budget

ITEMS TO SUBMIT WITH THIS APPLICATION, IF AVAILABLE:

- A sample of work representative of the project



FSC-PS CF

Fiscal Sponsorship Program

Program Description

FSC-PS Charitable Foundation (FSC-PS) is a non-profit organization as determined by the IRS under code 501(c)(3). In accordance with its mission, FSC-PS serves as a fiscal sponsor of financial education and community projects emphasizing the issues of people, groups, and nations outside of the economic mainstream.

It is also a registered Washington State Charity. Under the FSC-PS Fiscal Sponsorship program, FSC-PS acts as an umbrella agency for your project, allowing the project to share some of the benefits of non-profit status that include:

- Tax deductible donations to your project from individuals and other entities that may be able to benefit from the tax deduction.
- Eligibility for funding from entities, such as private foundations, government agencies, and other parties that may only provide grants and funding to non-profit entities.

As a project's umbrella agency, FSC-PS is the recipient of any funds donated or granted to the project. FSC-PS maintains the funds in an account for the project. Account funds are disbursed to the project representative for the payment of legitimate project related expenses and services. As such, FSC-PS is responsible for ensuring that funds are used for project purposes and used in accordance with donors' and grantees' intent. This arrangement with FSC-PS can be as sole recipient of all project donations and grant funds or as recipient of only the funds associated with a specific grant. In either case, FSC-PS will issue the necessary project related 1099's in accordance with IRS guidelines.

If FSC-PS is to be sole recipient of all project funds, then FSC is the exclusive agent for receiving and disbursing project related funds. In this arrangement, the project's representative is responsible to account for expenditures by providing FSC receipts evidencing payment for project goods and services. FSC will also provide the service of letters of thanks and acknowledgment to donors, ensure project representatives complete any required donation or grant related reports, and issue any required 1099's to the project's independent contractors and the project representative.

The Fiscal Sponsorship program does not provide any fundraising services, grant application services, or distribution services. Nor does acceptance into the Fiscal Sponsorship include FSC-PS distribution of the finished product. FSC-PS distribution requires a separate application, review, and approval.

FSC-PS charges an administrative fee of 10-15% of the project income (donations and grants). These amounts cover the expenses of FSC-PS's services to maintain an accounting of donations and grants, send acknowledgment letters to donors and grantees, reconcile project receipts with project cash disbursements, generate and file IRS 1099 forms, and other services FSC-PS must perform as the umbrella agency for the project.

There is a \$25 application fee for each project submitted for consideration for FSC-PS Fiscal Sponsorship. Additional fees will be charged to individual projects

FSC-PS Charitable Foundation

Fiscal Sponsorship Program

for specific services such as messengers, mailings, cash advances, etc. Fees charged against contributed income are based on a uniform sliding scale.

The completed application should be sent to:

Fiscal Sponsorship Program
FSC-PS Charitable Foundation
Regus Seattle - Columbia Center
701 5th Ave, Suite 4200
Seattle, WA 98104

Applications are usually processed within three (3) business days. Upon approval of the project and payment of the application fee, the project representative will be mailed a formal contract for execution and return to FSC-PS. Questions about the program and application status should be directed to the Fiscal Sponsorship Officer at foundation.executive@fsc-ps.org

Eligibility Requirements

- Aligned mission/values in scholarships & mentoring, economic & youth development, financial literacy platforms.
- The project representative payee (the person responsible to receive funds and pay expenses) must be a U.S. citizen with a tax identification number (Social Security Number or Federal Employee ID number).
- The project cannot promote any racism, sexism, or hate toward any person or group of people.
- The project representative must demonstrate, through the FSC Fiscal Sponsorship application, an ability to raise project funds and produce a work through completion.

Types of projects or services we sponsor:

- Arts and culture: Diversity and inclusion
- Children, youth and families: Financial educational
- Economic development: Workforce development
- Education: College and career readiness
- Housing: Affordability/homeless shelters
- People or communities of color/minorities: Professional development
- Youth Development: Public speaking and Leadership

Services we offer projects:

- Bill Paying
- Bookkeeping/accounting
- Office space/Event Venue
- Organizational Development
- Tax reporting
- Payroll/W-2/1099 Reporting
- Technical Assistance