



REGIONAL ARTS
COMMISSION
OF ST. LOUIS

Applying with a Fiscal Sponsor

Fiscal Sponsorship is a contractual relationship in which a 501(c)(3) public charity sponsors a project that may lack exempt status. This alternative to starting a new nonprofit allows you to apply for (and receive!) grant funding and to solicit tax-deductible donations under the sponsor's exempt status. It is also an option for one-time projects that may be eligible for charitable donations.

New and emerging arts organizations are eligible to apply with a fiscal sponsor (agent) in Program Support, with a maximum request of \$10,000, provided that the fiscal sponsor is a nonprofit corporation in the State of Missouri with 501 (c)3 tax-exempt status from the Internal Revenue Service, preferably with a history of arts programming OR has tax-exempt status from the Internal Revenue Service with a fiscal sponsorship-based mission*.

If an applicant plans to use a fiscal sponsor, a contractual arrangement between the applicant and the fiscal sponsor must be confirmed prior to the RAC application process. (this agreement will need to be uploaded as part of the application.) A fiscal sponsor may require a fee to offset administrative expense (typically 6 - 8% of contributed funds).

Applicants who are approved for funding cannot retroactively work with or change fiscal sponsorship after a RAC grant is approved for funding.

If an application is funded, the applicant and the fiscal sponsor must both sign the Terms and Conditions Agreement issued by RAC.

If an applicant is approved for funding, the fiscal sponsor is the legal grantee and receives the funds on behalf of the fiscally sponsored entity.

The fiscal sponsor and the fiscally sponsored entity are required to work together to complete and submit financial documentation of the disbursement of funds with the grant's final report.

The sponsored project is responsible for program management, marketing, evaluation, and fundraising.

Applying for a Program Support grant with a Fiscal Sponsor through the new Grants Portal

Fiscally sponsored programs should apply using their organization's name (*not their fiscal sponsor's name*). There is space within the application to add the fiscal sponsor's information.

To start an application, you must search for and select your organization in Blackbaud's NPO Connect database. If your organization IS NOT in NPO Connect, select + ADD ORGANIZATION and follow the instructions below.

- Select United States in the LOCATION field and enter YOUR organization's EIN/Tax ID in the GOVERNMENT TAX IDENTIFICATION NUMBER field. If your group does not have an EIN/Tax ID, please enter "No EIN" in the GOVERNMENT TAX IDENTIFICATION NUMBER field. Click NEXT.

- Add YOUR organization's/group's name. Click NEXT.
- Add YOUR organization's/group's ADDRESS LINE 1, COUNTRY, CITY, STATE, and POSTAL CODE. Click NEXT.
- Review organization/group information. Click SUBMIT AND CONTINUE.
- Answer the Program Support grant Eligibility Quiz questions. If your program is eligible for a Program Support grant, you then be taken to the application.
- On the application, enter YOUR organization's NAME, ADDRESS, EXECUTIVE DIRECTOR/PRESIDENT & CEO/LEADER, GRANT APPLICATION CONTACT, Etc.
- Enter your Fiscal Sponsor organization's information (field names contain "Fiscal Sponsor").
- Upload your Fiscal Sponsor Agreement.

Please contact the Grants Team at grants@racstl.org with questions BEFORE starting an application.

Required Documents for the Program Support Applications with a Fiscal Sponsor:

Fiscal Sponsor Agreement – An agreement letter, signed by the fiscal sponsor's executive director and co-signed by the fiscally sponsored entity, must be uploaded into the Blackbaud online grantmaking system as part of the application.

Organization Health Worksheet – This form, which is to be uploaded into the Blackbaud online grantmaking system as part of the application, should be completed with information about the fiscal sponsor.

990 Worksheet – This form, which is to be uploaded into the Blackbaud online grantmaking system as part of the application, should be completed with information from the fiscal sponsor's most recent 990.

Board of Director List (including officers and affiliations) – This list, which is to be uploaded into the Blackbaud online grantmaking system as part of the application, is the board list for the fiscal sponsor.

Financial Statements for the Two Most Recently Completed Fiscal Years (and most recent audit, if available) – The financial statements and audit from the fiscal sponsor needs to be uploaded into the Blackbaud online grantmaking system as part of the application.

Diversity Equity Inclusion (DEI) Statement, Policy, or Plan – If the fiscal sponsor has a DEI statement, policy, or plan, it can be uploaded into the Blackbaud online grantmaking system as part of the application.

- An organization with a fiscal sponsorship-based mission is one that adheres to best practices of fiscal sponsorship and reflects high operational standards for any organization operating in the public interest, as well as having the experience and capacity to act as a fiscal sponsor to a variety of entities. Two examples:
 - + Midwest Artist Product Services: <https://www.midwestarts.org/maps.html>
 - + Fractured Atlas: <https://www.fracturedatlas.org/fiscal-sponsorship>

For more information about fiscal sponsorships, please see the Volunteer Lawyers and Accountants for the Arts (VLAA) [Guide to Fiscal Sponsorship](#).