



**COMMUNITY
FOUNDATION**
SOUTHWEST
WASHINGTON

Fiscal Sponsor Form

Thank you for working with community partners as a fiscal sponsor.

As a fiscal sponsor, you are helping grassroots and emerging organizations operate and develop. Our hope for fiscally sponsored projects is that the sponsoring organization is fully engaged in a partnership that goes beyond administrative assistance.

We are required to send payment directly to the SPONSORING organization, which has final responsibility for ensuring that all funds are spent for charitable purposes in Southwest Washington. In providing this grant, the Community Foundation for Southwest Washington agrees that the sponsoring organization may take a reasonable fee for its administration.

Entire form (front and back) to be filled out by the SPONSORING ORGANIZATION

<i>Information about the SPONSORING ORGANIZATION:</i>	
Organization name:	
Tax ID:	
Address:	
Grant contact at SPONSORING organization:	
Title / role in organization:	
Contact phone:	
Contact email:	
Payment preference (check or ACH deposit):	<p style="text-align: center;">Check ACH Deposit</p> <p><i>For your security, please do not provide banking information here; we are only asking for you to indicate your payment preference. We will send you a link to a secure portal after project approval.</i></p>

Entire form (front and back) to be filled out by the SPONSORING ORGANIZATION

<i>Information about the SPONSORED ENTITY:</i>	
Organization name:	
Type of entity (coalition, for-profit corporation, grassroots organization, etc.)	
Grant contact at SPONSORED organization:	
Contact phone:	
Contact email:	

Year fiscal sponsorship began:	
Has the sponsoring organization acted as fiscal sponsor for other organizations in the past?	

As fiscal sponsor for this project, please certify the following:

- The sponsored project fits within our organization’s tax-exempt charitable purpose.
- We have adequate records and procedures in place to ensure that:
 - Funds from charitable sources (such as donations or grants) are held separately from any non-charitable funds.
 - All expenditures from charitable sources will be charitable in nature. These expenditures serve the public interest, and will not result in inappropriate private benefit.
- Our Board of Directors has approved this fiscal sponsorship.
- We have final responsibility for ensuring this charitable project’s compliance with all tax, federal, and state requirements.

Signature:	Date:

Please attach a copy of the fiscal sponsorship agreement or memorandum of understanding between the sponsor and sponsored organization.

Please notify CFSWW if the fiscal sponsorship ends or changes substantially.