

- Sample Fiscal Sponsor Agreement

The _____ agrees to serve as fiscal sponsor for
 (Fiscal Sponsor Organization)
 the _____ under the following stipulations:
 (Sponsored Arts Organization or Group)

1. The fiscal sponsor status is for one East Central Regional Arts Council (ECRAC) grant project only.
2. The sponsored arts organization or group is responsible for completing: the grant application; the ECRAC grant management training; the art project per the approved grant proposal; and the Final Report. The group will provide copies of these to the organization serving as fiscal sponsor.
3. The fiscal sponsor is responsible for reviewing and approving the application. The sponsor also needs to sign the application Certification, the Notification of Grant Award (NGA), the Request for Payment (RFP), and review and sign the grant Final Report. The sponsor will ensure that records are kept regarding the grant project for at least 3 years after the end date.
4. The sponsored arts group will keep the organization serving as fiscal sponsor informed about the progress of the project. Any deviations from the approved grant project must have prior approval of both the fiscal sponsor and the East Central Regional Arts Council.
5. The sponsored arts group will neither enter into grant-related contracts nor accept additional grant-related contributions from any individual(s) or group(s) without prior approval of the fiscal sponsor organization and the East Central Regional Arts Council.
6. The fiscal sponsor organization will keep all funds in its account and will write checks only when furnished with appropriate bills, or proof of expenses, by the sponsored arts group.
7. The fiscal sponsor and sponsored group are both bound to the terms of the ECRAC notification of grant award contract (NGA) and the applicable grant guidelines.

Signature (Fiscal Sponsor Organization)	Printed Name & Position	Date
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Signature (Sponsored Group)	Printed Name & Position	Date
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Two different signatures are required. When using a fiscal sponsor, one signer must be an authorizing official of the fiscal sponsor organization, and the other an authorizing official of the sponsored arts group.