- 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)

______________________________
Signature (Sponsored Group)

Printed Name & Position
Date
Printed Name & Position
Date

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.