

EPIC ARTS

1923 Ashby Avenue, Berkeley CA 94703 - 510.644.2204 - www.epicarts.org

EPIC ARTS SPONSORSHIP ----Fiscal sponsorship – what does it mean?

Through Epic Arts your project is allowed to receive tax-deductible donations, apply for grants, and receive the respectability and benefits of a recognized California not-for-profit 510(c)3 organization.

This is a privilege, as fiscal sponsorship creates liability and accountability for Epic Arts. With this said, it is imperative that we have standards and qualifications to evaluate the merit and commitment of the party seeking sponsorship.

Project Qualifications:

1. The project supports the mission of Epic Arts.
2. It is well-defined project.
3. The Project and Managers demonstrate the ability or potential to raise necessary funding.
4. Approval of project by Epic Arts review board.

What we expect from Project Administrators:

- Follow procedures outlined.
- The project must be self-sufficient in that it is organized and well managed.
- Report on the project and communicate throughout the process so we understand what is happening and can offer assistance as needed. This information should be sufficient to explain the project both within and outside of Epic Arts.
- Quarterly fiscal reporting (if applicable) summary of budget, expenses, and all funding received through fiscal sponsorship
- The project leader(s) and all representatives must maintain a level of professionalism that reflects well both on Epic Arts and the project. After all, it is the reputation and credibility of Epic Arts that benefits us all.
- Documentation of the project results, including reporting and grant compliance, as required by the granting agency

What the Project can expect from Epic Arts:

- Access to all the benefits associated with a non-profit community arts organization.
- Review and consultation on your project.
- Access to experienced and knowledgeable staff.
- Support services, references, and referrals to assist your project.
- Access to a diverse pool of resources and contacts within our community.
- Listing in community arts database.
- Inclusion of project in Epic Arts website and publications.
- Opportunity to collaborate with other projects, people, and organizations within the community.
- Completion of all federal reporting requirements for recipients of tax-exempt funds (IRS Form 990).

Tanya Hurd will be acting as liaison between your organization and Epic Arts. If you should have any question, please contact her at 510-644-2204 ext. 11

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Our fiscal sponsorship fee is 10% of all grant monies received. In-kind donations are not included.

I/We understand and agree to uphold the explicit expectations and responsibilities Fiscal Sponsorship imparts as outlined above.

Organization / Project _____

Representative Name (print) _____

Address _____

Phone _____ Email _____

Signature _____ Date _____

Epic Arts Representative Signature _____