

APPENDIX 2 FISCAL SPONSORS

If the applying organization or individual artist does not have 501(c)3 status, the Greater Columbus Arts Council requires the applying organization submit applications through a fiscal sponsor.

The fiscal sponsor must have a 501(c)3 status designation in order to be considered an eligible partner under existing GCAC grant guidelines. GCAC does not require the fiscal sponsor to be an arts organization, but more importantly that they be a stable and reliable non-profit organization.

Suggested guidelines for selecting a fiscal sponsor:

- Select an organization with an established administrative record and stable financial history.
- Ensure that the fiscal sponsor is registered as an organization in GoArts, GCAC's online application system.
- The selected organization may not employ any of the grant applicant's coordinators, producers, or anyone within the board.
- The applicant and fiscal sponsor should confirm in writing the details of both parties' responsibilities. Grant applicants may wish to consult an attorney during the developing stages of the agreement.
- Because the majority of fiscal sponsors require a service fee the applicant should include the expense within the project budget of the application. This expense qualifies for all or partial coverage through the awarded grant.

APPLICANT RESPONSIBILITIES

- The application should be completed by the applicant.
- The application cover page must be signed by the fiscal sponsor in addition to the applicant.
- The applicant is responsible for obtaining the necessary financial documents from the fiscal sponsor to submit with the application. This can include financial statements, staff and board lists, or other documents as requested by the Grants & Services Office.
- If the fiscal sponsor assisted applicant is awarded a grant, the grant agreement is made between the Greater Columbus Arts Council and the fiscal sponsor, not the applicant.
- Any correspondence regarding a fiscal-sponsored application or approved grant must be submitted by the fiscal sponsor or jointly by the applicant and the fiscal sponsor.
- GCAC is not responsible for disputes between the applicant and the fiscal sponsor.