



www.lovefoundationproject.org

FISCAL SPONSORSHIP APPLICATION AND GUIDELINES

The Love Foundation offers fiscal sponsorship and project management services to individuals and projects that do not have 501(c)(3) non-profit tax-exempt status. Tax-exempt status is required by many foundations, corporations and government agencies in order to be eligible for funding. As a fiscal sponsor, the Love Foundation acts as an umbrella organization for an individual or project and accepts and administers funds on its behalf. PIP is legally responsible for the funds received on behalf of fiscally sponsored projects and insures that the funds are used for charitable purposes, and that donor reporting requirements are met in a timely fashion.

Fiscal sponsorship broadens the available funding avenues an individual or project can pursue. However, fiscal sponsorships do not provide grants and the Love Foundation does not do fundraising for the projects.

ELIGIBILITY AND CONSIDERATIONS

In order to be eligible to apply to the Love Foundation for Fiscal Sponsorship, you must meet the following criteria:

- Reflect a similar commitment to the goals set forth in the Love Foundation's mission.
- The work supported must be for purposes which are legal, further a legitimate tax exempt purpose, and in no way jeopardize the tax status of the Love Foundation.
- Meet the requirements outlined in the Review Criteria section of this application.
- The project budget must be at least \$100,000.00 with funding secured. The project may be considered for fiscal sponsorship with an agreement of a 15% fiscal sponsorship fee.

REVIEW CRITERIA

Projects are accepted by the Love Foundation after being reviewed using the following criteria:

- **RELEVANCE AND SIGNIFICANCE OF PROJECT TO PUBLIC INTEREST PROJECTS**
Are subject matter and project consistent with the goals of the Love Foundation's mission? The Love Foundation brings together all kinds of resources and services to achieve a higher quality of living for communities.
- **LIKELIHOOD OF PROJECT COMPLETION**
Does the proposed project have a very high likelihood of being successfully completed and is the project feasible?
- **BUDGET**
Is the budget well developed and realistic for the project? Does the proposal budget match the needs of the project and appropriate?
- **FUNDRAISING ABILITY**
Are funds already secured or likely to be secured? Has the project director identified appropriate sources of funding for the project? Are the potential funders appropriate for the project?
- **DEMONSTRATED ABILITY OF KEY PROJECT PERSONNEL**
Does the applicant and the proposed personnel have the ability to successfully complete the proposed project?
- **LOBBYING**
Imperative: If your project will be engaging in 501(C) (3) allowed lobbying activities the Love Foundation must be informed and give consent prior to approving this application.

FISCAL SPONSORSHIP FEE

The fiscal sponsorship fee is determined on a sliding scale based on the overall project budget, level of effort and services required, and whether project staff are hired as PIP employees.

APPLICATION PROCESS

Please include the following materials with your application:

- A proposal that describes the project in greater detail
- The project budget
- A list of funders (both committed and pending)
- A list of steering or advisory committee members
- Names, contact information, and resumes of key staff and/or consultants

Please email all application materials to cwimby@lovefoundationproject.org, Subject: Sponsorship Application. After an application has been submitted, the Love Foundation staff will review it for eligibility. If the project appears to be a good fit and meets all of the Love Foundation criteria then a meeting between the Love Foundation and the potential project's staff may be arranged to further discuss the details of the project and the terms of a fiscal sponsorship agreement.

FISCAL SPONSORSHIP APPLICATION

Project Title

Project Administrator (or primary business contact for the project)

Role in Project: Director Other: _____

Name of Organization (If applicable)

Address

City State Zip Code

Telephone Fax

Email

Website

Summary Description of Project:

Anticipated Length of Project _____

Will there be any 501(c)(3) allowed lobbying activity? Yes/No

If Yes, please explain _____

Will there be any 501(c)(4) activity? Yes/No

If Yes, please explain _____

Total Project Budget \$ _____

Amount Raised to Date \$ _____

Do you plan to fundraise? _____ Yes _____ No

Have you secured funding for your project? _____ Yes _____ No

If yes, how much and from what source(s)?

\$ _____ Source _____

\$ _____ Source _____

\$ _____ Source _____

Do you plan to sell any merchandise related to the project? _____ Yes _____ No

Have you been fiscally sponsored before? yes no

If yes, who was the fiscal sponsor and year(s)?

How did you hear about our fiscal sponsorship program, please choose:

- Love Foundation Representative
- Referral from Organization
- Referral from Fiscal Sponsor Directory
- Other: _____