

Roles and responsibilities should be negotiated and documented in a written agreement. Every sponsorship is different, but these are the basics:

## Fiscal Sponsorship: Who Does What?

### Fiscal SPONSOR

### Sponsored PROJECT

#### tax-exempt status

Lends credibility of 501(c)(3) status to project

Has an obligation to disclose to donors that it does not have tax-exempt status

Receives and acknowledges charitable contributions

#### contributions

Builds and maintains relationships with donors

#### fees and funds

Retains control and discretion over funds

Pays administrative fee to and receives flow-through funds from sponsor

Requests records and reports to fulfill oversight responsibilities

#### oversight

Complies with record keeping and reports requested by sponsor

#### communication

Communicates regularly with project

Communicates regularly with sponsor

As fiscal sponsors, tax-exempt organizations can provide infrastructure and support for a start-up project or new organization, as well as a home for that organization's donations.