



55 Washington Street, Suite 218
Brooklyn, NY 11201

TEL 718.625.0080
FAX 718.625.3294

bac@brooklynartscouncil.org
www.brooklynartscouncil.org

July 28, 2010

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FOUNDED IN 1966

Dear Potential Fiscal Sponsor,

The Brooklyn Arts Council (BAC) Community Arts Regrant Program has been funding community-based arts projects throughout the borough for many years. Our grants fund projects by Brooklyn artists and organizations that bring high-quality artistic experiences to communities across Brooklyn. Funded projects have included visual art shows, dance and music performances, film screenings, murals, arts education projects, poetry readings and much more.

Unlike many other art grant programs, we allow individual artists to apply for funding, even though they do not have official nonprofit status. One of our grant opportunities, funded by the New York State Council on the Arts (NYSCA), requires that individuals apply through a nonprofit fiscal sponsor organization—which is why one of our applicants has approached your organization.

As a fiscal sponsor, your organization would act as a nonprofit conduit for the grant applicant. If the applicant receives funding for their proposed project, BAC would write a check for the grant award amount to your nonprofit, and you would in turn pass those funds on to the applicant. Fiscal sponsors are *not* required to donate funds to the applicant (although we certainly encourage you to support the arts in your community in any way you can!).

Fiscal sponsorship is a valuable service to provide to a local artist, as it gives them access to our NYSCA funding and allows them to start building a grant history. In return for fiscal sponsorship, the applicant may want to put your organization's name or logo on their publicity materials for the project. BAC also acknowledges fiscal sponsors along with Regrant recipients by listing them in our newsletter and on our website. We encourage you to consider acting as a BAC Regrant fiscal sponsor—in this role, you can help a local artist enrich neighborhood life with community-based art.

The following page lists more details about being a BAC Regrant fiscal sponsor. You can also learn more about our program at www.brooklynartscouncil.org. If you have any questions about fiscal sponsorship, please feel free to contact the Regrant Department at regrant@brooklynartscouncil.org or (718) 625-0080.

Thank you for considering sponsoring a BAC Regrant applicant.

Sincerely,


Ethany Uttech
Regrant Director

Being a fiscal sponsor for an applicant to the 2011 Brooklyn Arts Council Community Arts Regrant Program

To be a NYSCA (New York State Council on the Arts) Regrant fiscal sponsor, your organization must:

- ❑ be incorporated in Brooklyn (Brooklyn branches of city-wide or national organizations are not eligible)
- ❑ have one of the following forms of official nonprofit status:
 - US Internal Revenue Service, Section 501(c)(3)
 - NYS Not-for-Profit Charter from Board of Regents (Section 216)
 - NYS Charities Registration (Article 7A)
 - Certificate of incorporation under S.402 of the NYS Not-for-Profit Law
- ❑ NOT have applied directly to NYSCA for funding for Fiscal Year 2010 (whether or not funding was received)

BAC does not recommend sponsoring more than one BAC Regrant applicant per year, or sponsoring an applicant if your organization is also applying. In this situation, all requests for funding coming through your organization (your requests and/or the request of artists you are sponsoring) would need to not exceed a combined total of \$5,000.

Your responsibilities as a fiscal sponsor are to supply the applicant with:

- ❑ A letter of agreement stating that you are their fiscal sponsor for this application (on your organization's letterhead)
- ❑ Some brief, basic information about your organization, which the applicant will need to complete their online application
- ❑ A set of organizational documents for the applicant to submit with their application. These documents are:
 - 1 list of the organization's Board of Directors
 - 1 proposed organizational budget for the organization's upcoming fiscal year
 - 1 financial statement from the organization's most recently completed fiscal year (an audited financial statement; treasurer's report; or most recent IRS Form 990).
 - 1 form of proof of the organization's nonprofit status (for example, a copy of a 501(c)(3) letter or Charities Registration letter)
- ❑ The applicant will also ask an organizational representative to sign their complete application before they submit it.

The final deadline for all applications to the 2011 BAC Community Arts Regrant Program is:

Wednesday, September 22nd, 2010

Applicants will need to receive the above information/documents from you by that date at the absolute latest.

The applicant will hear in January 2011, whether or not they have received funds and how much they have received. If funds are awarded, a check will be issued to your organization in mid-March 2011, after which you can pass them on to the applicant in the manner you've agreed upon with them.