 

# S a n J u a n R C & D F i s c a l S p o n s o r s h i p A p p l i c a t i o n P a g e | **1**

*The following application may be submitted by mail or email. Please answer the questions that apply to your organization or project; there are no right or wrong answers. Just do the best you can. We will contact you within a week of receiving your application.*

Date

Name of Organization/Project Contact Person/Title

Address City State Zip Phone Email Website

ORGANIZATION PROFILE

1. Briefly describe your Organization/Project:
2. Total organization budget: Current year $

Previous year (actual expenses) $

1. Number of full-time paid employees: Part-time paid employees:

Number of volunteers: Total number of volunteer hours: (hrs/week)

1. Does your organization maintain a bank account in its own name? YES NO

If yes, please give the bank name and address

1. Does your organization have an Employer Identification Number (EIN)? YES NO If yes, what is your organization’s EIN:
2. Do you plan to seek 501(c)(3) status from the IRS at some point? No
3. Does the organization have a current or previous fiscal sponsor? (If yes, provide name, contact person and phone number and explain reason for seeking new fiscal sponsor.)
4. Describe your current activities and recent accomplishments:
5. What is your work plan for the coming year?

# S a n J u a n R C & D F i s c a l S p o n s o r s h i p A p p l i c a t i o n P a g e | **2**

1. Describe the structure of the organization, including a description of how decisions are made? (If you are the founder of a new group, what is your plan to make the group bigger than yourself?)
2. Who benefits from the work of your organization? Describe any underserved communities or groups that benefit from your work. Do your volunteers and staff reflect the diversity of the communities served by your group?
3. Describe community involvement: How does your organization reach out to the public? What groups or individuals will your organization collaborate with?
4. How will the organization raise money?
5. Does the organization try to influence elections? (i.e. endorse candidates for office, help with campaigns, hold candidate forums?)

REFERENCES

Please list contact information for two people or groups familiar with your organization that we may contact (please include phone numbers and e-mail addresses and relationship to your organization):

Signature: Please save your form and email to:

**Save Form**

[contact@sanjuanrcd.org](mailto:contact@sanjuanrcd.org)