



## **Fiscal Sponsor -- Project Specific Eligibility and Requirements (rev. February 2019)**

The Arts and Cultural Alliance of Newport County can serve as a 501(c)3 Umbrella Sponsor for Newport County artists soliciting tax-deductible donations and grant funding for arts projects that benefit our community.

### Eligibility

- Applicants must be a member of ACA.
- Applicants (artists, organizations) must reside in Newport County.
- Projects can fall into any artistic genre category: fine arts, visual arts (illustration, graphic design, multimedia), performing arts, the literary arts (creative writing, poetry), music (performance, composing), theatre. Other artistic "sub-genres" may also be considered.
- ACA will not serve as the fiscal sponsor for projects such as:
  - Bricks and mortar activities and capital improvements, or for the purchase of permanent equipment.
  - Eliminating or reducing existing debt, or for contributions to an endowment fund.
  - Fundraising efforts, such as social events or benefits.
  - Prizes and awards.
  - Hospitality expenses, such as food and beverages for openings or receptions. Under no circumstances will the purchase of alcoholic beverages be supported.
  - Activities which are part of a graduate or undergraduate degree program, or for which academic credit is received.
  - Applications for projects that proselytize or promote religious activities, or which take place as part of a religious service.
  - Performances and exhibitions not available to the general public, or which are inaccessible to people with disabilities.

### Requirements

- A report documenting how the grant or donated money was spent is due 30 days after the project end date.
- A charge of 5% of the total monies received will be deducted to cover the ACA's administrative costs. 25% of the funds will be held until the final report is received.

### Application Details

- Complete the Fiscal Sponsor Project Donation Application and include a project budget and timeline with fixed end date. ACA will not receive individual donations after the project has concluded.
- Materials should be submitted electronically to [info@newportarts.org](mailto:info@newportarts.org) (subject: ACA Fiscal Sponsor Project Application).

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#### More Information

- Application status will be informed via e-mail.
- For more information e-mail [info@newportarts.org](mailto:info@newportarts.org) (subject: ACA Fiscal Sponsor)

#### Timeline for Grant Applicants

- 6 weeks prior to grant deadline: submit ACA Fiscal Sponsor Application to ACA
- No later than 4 weeks prior to grant deadline: notification of ACA fiscal sponsor status
- 10 - 14 days prior to grant deadline: final grant proposal submitted for ACA review
- 30 days after project concludes: report due to ACA

#### Timeline for Project Specific Applicants

- 6 weeks prior to project start date: ACA Fiscal Sponsor Application due
- No later than 4 weeks prior to project start date: notification of ACA fiscal sponsor status
- 30 days after project concludes: report due to ACA

*Artists of all backgrounds, identities, and artistic means of expression from all Newport County communities (Jamestown, Little Compton, Middletown, Newport, Portsmouth, Tiverton) are strongly encouraged to apply.*



Arts Cultural Alliance of Newport County  
Application for Fiscal Sponsorship

Organization / Project name: \_\_\_\_\_

Individual contact name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Year you joined the ACA: \_\_\_\_\_ Have you used ACA as a Fiscal Sponsor before? \_\_\_\_

If so, when (month/year) and for what project(s)? \_\_\_\_\_

Purpose/goal of your project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are you applying for a grant? \_\_\_ YES \_\_\_ NO

If Yes, name of grant for which you are applying (ex. RISCA Arts Access, RI Foundation  
Newport County Fund): \_\_\_\_\_

Please summarize the project for which you are seeking funding: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How will your project be accessible to the public: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please list any partners in the project: \_\_\_\_\_

\_\_\_\_\_

Are you seeking funding/support from other resources? If so, please list them: \_\_\_\_\_

\_\_\_\_\_

Please attach a copy of the grant and project timeline.

Signature \_\_\_\_\_ Date \_\_\_\_\_