Under limited circumstances, The Denver Foundation may consider a proposal for funding from an organization that does not have 501(c)(3) designation, but that does have an organization with a 501(c)(3) willing to serve as its fiscal sponsor. This is different from a grant to a resident group. If you are seeking funding for Resident-led projects and programs, please see the Resident Section of the grant guidelines. Proposals from agencies using a fiscal sponsor are considered on a case by case basis. The fiscal sponsor must understand that it is the grant recipient and, as such, has full legal and fiduciary responsibility for how the grant funds are expended. In order to consider a request under this circumstance, the following items are required as part of the grant proposal.

The non-501(c)(3) applicant organization is required to provide all the items in the Proposal Checklist in The Denver Foundation’s Community Grants Guidelines, Effective 2014, with the exception of its own IRS 501(c)(3) determination letter.

In addition, the 501(c)(3) fiscal sponsor organization is required to provide these components:

1. A letter (maximum of two pages) that:
   - describes the relationship between the non-501(c)(3) and the fiscal sponsor. We want to ensure that the fiscal sponsor is not acting solely as a “pass through” to enable the non-501(c)(3) organization to receive a grant. Demonstration of the two organizations’ relationship might include the following: the non-501(c)(3) is physically housed at the fiscal sponsor’s facility, the two organizations share staff or board members, clients of the fiscal sponsor are served by the non-501(c)(3), or other elements that indicate a pre-existing relationship between the two entities;
   - includes a statement to the effect that the 501(c)(3) recognizes its legal and fiduciary responsibility for any grant monies that may be received for the non-501(c)(3);
   - contains the date and wording of a board resolution allowing the 501(c)(3) organization to act as a fiscal sponsor for the non-501(c)(3);
   - is signed by the board president and the executive director of the 501(c)(3).

2. Financial Information:
   - End of year financial statements: A Balance Sheet (with assets and liabilities) and a Revenue and Expense statement for the most recently completed fiscal year. Please refer to the Grant Guidelines for further information about financial attachments.
   - Current (year-to-date) financial statements: a Balance Sheet (with assets and liabilities) and a Revenue & Expense report, dated in the last three months.

3. A description of the fiscal sponsor’s programs and services (maximum one page).

4. The fiscal sponsor’s most current 501(c)(3) determination letter, dated within the last 5 years.

If you have any questions about these requirements, please call Bill Inama, Grants Manager at The Denver Foundation, at 720-974-2600.