



ABC Fiscal Sponsorship Application

This document is for reference only. All Fiscal Sponsorship applications must be submitted through the online application form linked on our website to be considered.

Applications are reviewed on a bi-monthly basis by the Arts & Business Council. Please see our website for application deadlines. If your organization requires expedited processing (usually in the case of a pending grant, where failure to secure the grant will have an adverse impact on the organization's ability to operate), please let us know by emailing info@abcnashville.org. Expedited processing is at the discretion of the Arts & Business Council.

Project Name:

Organization Name:

If different from project name

Primary Contact Name:

Primary Contact Phone Number:

Primary Contact Email:

Important: We rely on email for almost all Fiscal Sponsorship communication.

Address:

Address Type: Business or Residential

Artistic Discipline:

Select the artistic discipline that most closely fits your project.

- Theater
- Dance
- Visual Art
- Film/Video
- Music
- Literary
- Design
- Fashion/Fibers
- Culinary Arts
- Makers/Artisans
- Interdisciplinary/Multidisciplinary

Project type:

Select the project type that most closely fits your project

- One-time event
- Annual event
- Ongoing program/series of events
- Product (e.g. a book, film, app, or work of art)
- Other

Estimated Start Date:

When will you begin project activities?

Estimated End Date:

When will you complete all project activities?

Fundraising Goal:

What is your fundraising goal for this project?

- \$0—\$4,000
- \$4,001—\$25,000
- \$25,001—\$100,000
- More than \$100,000

Mission or Statement of Purpose:

Describe the impact of your project in 1–2 sentences. Limit 250 characters.

Project Summary:

Please provide an overview description of your project.

What is your primary motivation for seeking Fiscal Sponsorship through the Arts & Business Council?

Briefly tell us how you hope the program can help you.

Short-term goals: What are your goals in the next 3–6 months?

List 2–3 short-term accomplishments necessary to make your project a success. These goals may be fundraising, artistic, or organizational in nature. Limit 1000 characters.

Long-term goals: What are your goals for the first year of your project?

List 2-3 accomplishments necessary to make your project a success in its first year. These goals may be fundraising, artistic, or organizational in nature. Limit 1000 characters.

Is there a specific grant (or grants) that require a fiscal sponsor for which you'd like to apply within the next six months?

Yes or No

Grants and Funding Organizations

If yes, please select the grant program or funding organization(s).

- Metro Arts
- Tennessee Arts Commission
- National Endowment for the Arts
- Community Foundation of Middle Tennessee
- Frist Foundation
- Memorial Foundation
- HCA Foundation
- Hays Foundation
- Other:

Project/Organizational Leadership

Organizational Structure:

We welcome projects and organizations led by individuals or groups with or without formal structure.

- Individual or Artist
- Board or Group
- Formal business structure (LLC, LLP, etc.)
- Informal structure (a club, association, collective, etc)

Which (if any) have you filed to set up business operations?

Please attach relevant documents at the end of this form.

- Certificate of Assumed Name (DBA) with the State of Tennessee under the project's name
- Certificate of Incorporation – nonprofit – in Tennessee
- Certificate of Incorporation – for profit – in Tennessee (includes S-Corp and C-Corp filings)
- Paperwork for a Limited Liability Company (LLC) in Tennessee, single member
- Other Tennessee business filing
- I have a Federal Tax ID number
- I have a Tennessee sales tax ID
- A form 1023 (501c3/federal tax exemption application) has been filed
- A form 1024 (Recognition of exemption for other tax-exempt organizations) has been filed
- I don't know
- None of the above

Leadership Team:

Please list the names, titles of your leadership team. Please describe specific experience in the sections below.

Does your team have experience with other Fiscal Sponsorship programs?

Yes or No

Please describe any experience your team has in the following areas:

- a. Arts Programming
- b. Fundraising/Grant Writing
- c. Event Planning
- d. Budgeting/Bookkeeping/Taxes (specifically, filing out 1099 forms)

Additional

Please share any additional information or dates for your project not captured above.

Please provide the following documents with your application:

- a. Budget
- b. Any paperwork you have filed with state or federal agencies (incorporation forms, solicitation permits, etc.) for the business, or any certificates you have received pursuant to filings.

You will be required to upload files here.

If you have any questions regarding this application or the fiscal sponsorship program, please contact us at info@abcnashville.org.