

## The Heinz Endowments Grant Application - Fiscal Sponsor

### About Fiscal Sponsors

**Please note: There is no auto-save in this application. Please be sure to save your work periodically.**

#### About Fiscal Sponsors

A fiscal sponsor is a public charity exempt under 501(c)(3) of the Internal Revenue Code that provides control and oversight over the activities of a non-exempt group or individual. These activities must further general charitable purposes as defined in section 501 (c)(3). Fiscal sponsors may receive grants for activities that further charitable purposes but will be carried out by organizations or individuals that are not themselves exempt public charities under section 501(c)(3).

**The Heinz Endowments expects that fiscal sponsors, at a minimum, are able to:**

1. Have ultimate discretion and control over the activities of the non-exempt recipient. The control must be real.
2. Have the ability to require certain actions and accountings by the recipient and to redirect the funds if the recipient does not comply.
3. Have the appropriate resources and expertise to oversee and control the activities of the recipient.

Please contact your fiscal sponsor if you have questions on these points.

#### Fiscal Sponsor Questions

Is the organization acting as a fiscal sponsor familiar with the National Network of Fiscal Sponsors' (NNFS) guidelines for best practices?

*To review the NNFS Guidelines click the following link: [NNFS Guidelines](#)*

Yes I am familiar with NNFS Guidelines

How do you follow the NNFS Guidelines? **250 Words**

How does your organization maintain internal control and compliance systems in order to comply with terms of grants and contracts, as well as laws, regulations, and accounting standards? **250 Words**

Is there alignment between the mission of the project and the mission of your organization? **250 Words**

Are the implications of the fiscal sponsorship arrangement fully understood by both parties, including legal relationships, liabilities, ownership of results, intellectual property, and tax filing responsibilities? **250 Words**

Is there an existing written agreement between the project and your organization that documents the fiscal sponsorship?

*The Heinz Endowments requires that fiscal sponsors upload a copy of the agreement, signed and current dated by both parties. This will be required at the end of this application. **250 Words***

### Fiscal Sponsor Organization

### Fiscal Sponsor Organization Information

Fiscal Sponsor Organization Name

Legal Name

*This is your legal name that the IRS has on file, populated by the Tax ID you provided at the beginning of this form.*

The Heinz Endowments

Also Known As

*Please add any abbreviations, nicknames or acronyms, separating them by commas.*

Mailing/Street Address

City

State

- Select One -

Zip Code

Organization Main Phone

*Please use the following format: (###) ###-####.*

Organization Main Fax

*Please use the following format: (###) ###-####.*

Organization Email Address

*e.g.. info@heinz.org (generic email address for the organization), if applicable*

Website

### Additional Organization Information

Organization Budget

*What was your organization's total annual budget in the last completed fiscal year?*

Number of Full Time Employees

Audit Completed Flag

Yes

Date Fiscal Year End

*Please provide the fiscal year end date of the most recent audit available.*

Mission **250 Words**

What is the mission of your organization?

Major Successes **500 Words**

Please describe the history and major successes of your organization.  
(These need not relate directly to the project or work proposed in this application.)

Have you previously received funding from The Heinz Endowments?

No

Past Funding History **250 Words**

If yes, briefly describe

### Contact Information

**Head of Fiscal Sponsor Organization (e.g, CEO, President or Executive Director)**

Prefix      First Name      Middle Name      Last Name

- Select One -

Suffix

Title

Email

Office Phone

Please use the following format: (###) ###-####.

Extension

Office Fax

Please use the following format: (###) ###-####.

Mobile Phone

Please use the following format: (###) ###-####.

Mailing/Street Address

City

State

- Select One -

Zip

**Contact at Fiscal Sponsor Organization**

Prefix      First Name      Middle Name      Last Name

<None>

Suffix

Title

E-mail

Office Phone

**Primary contact for this grant request.**

This is the person carrying out the activities. This person is not a part of the fiscal sponsor organization.

Prefix      First Name      Middle Name      Last Name

- Select One -

Suffix

Title

Email

Office Phone

*Please use the following format: (###) ###-####.*

Extension

Office Fax

*Please use the following format: (###) ###-####.*

Mobile Phone

*Please use the following format: (###) ###-####.*

Mailing/Street Address

|          |                |
|----------|----------------|
| City     | State          |
|          | - Select One - |
| Zip Code |                |

## Project Information

|  |
|--|
| <b>Project/Request Information</b>   |
| Project Title <b>255 Characters or Approximately 100 Word</b><br><i>Purpose of Grant (one-sentence summary; this is a 255 character field)</i>   |
| Project Description <b>500 Words</b><br><i>Please provide an overview of this project including how it will reduce disparities or discrimination. Specifically describe the demographics of the proposals beneficiaries.</i> |
| Facilities <b>500 Words</b><br><i>Please describe the facilities, or space, in which this proposed work will take place.</i>   |
| Over what period of time will this funding be used?  |
| Project Start Date   |
| Project End Date   |
| Project Budget<br><i>What is the total cost of the project?</i>  |
| Request Amount<br><i>What amount of funding are you requesting from The Heinz Endowments?</i>  |
| Please select the type of support you are seeking.<br><i>You may select up to four types, indicating the percentage of support for each selection. All selections must add up to 100%.</i>                                   |
| Funding Partners <b>100 Words</b><br><i>Please list any other funding partners for the work to be supported through this request.</i>  |
| Staff<br><i>If applicable, indicate The Heinz Endowments' staff person this should be brought to the attention of.</i>   |

## Just Pittsburgh

### Just Pittsburgh

The Heinz Endowments has identified "Just Pittsburgh" as an aspirational vision of the region as a place where everyone is treated with fairness, dignity and respect, and all who live here have the opportunity to reach their fullest potential and thrive. To achieve this goal, efforts will have to be made in every sector to be open, inclusive and equitable, and to create environments that are healthy and sustainable socially, emotionally and environmentally. We seek to integrate equity into all grantmaking as an important strategic approach to pursue this vision.

Explain how this proposal address issues of equity? What positive impacts will result from this proposal? **500 Words**

Provide demographic information and qualifications for the project work team, and indicate if the organization actively recruits candidates who speak the language of the population being served. **500 Words**

Is the organization accessible to persons with disabilities?

Yes

Comments **500 Words**

### Non-Profit Performance Evaluation

The Heinz Endowments believe that strong nonprofit organizations demonstrate strong human resources practices. These questions will help us understand how our grantees experience these issues.

1. How does the organization insure that staff, including the Executive Director, receive fair pay and benefits based on objective criteria? **500 Words**

2. Does the board of the organization evaluate the Executive Director's performance annually to provide meaningful feedback, support and development?

Yes

Comments **500 Words**

3. Could this organization afford to pay market-level wages to fill vacancies with equally competent people?

Yes

Comments **500 Words**

## Goals and Measures

### Goal Alignment & Past Performance

### Endowments' Strategic Area Goals and Strategies

Which of the Endowments' [Strategic Area Goals and Strategies](#) is related to this proposal? Please select from drop-down below.

### Connection to The Heinz Endowments' Goal **250 Words**

How does this project connect to the goal you selected above?

### Past Performance **250 Words**

If this request is for an existing or similar project/program, please provide highlights of past performance of the project/program.

### How will the level and quality of stakeholder engagement be assessed? **250 Words**

## Goals and Measures

**Briefly describe up to four project/program goals. For each goal, please be specific about outcomes and how you will measure achievement for your desired outcomes using data-driven metrics. If applicable, please include at least one goal that addresses ways to maximize equitable opportunities and impacts. Three of the four Goals and Measures are required!**

### Goal 1 **250 Words**

**Example:** A goal for the early literacy program was to increase the number of children able to read at grade level when they entered third grade.

### Goal 1 Measure(s) of Success **250 Words**

**Example:** A measure of success for the after-school program was the reduction in participants' school suspensions from 10 to 3.

### Goal 2 **250 Words**

### Goal 2 Measure(s) of Success **250 Words**

### Goal 3 **250 Words**

### Goal 3 Measure(s) of Success **250 Words**

### Goal 4 **250 Words**

### Goal 4 Measure(s) of Success **250 Words**

## Proposal Attachments

To upload a document, click the "Browse" button, locate the document on your computer, click "Open," then click "Upload."

### Project Budget

#### Project Budget

*Please attach a complete project/program budget with income and expenses. Indicate expenses to be covered by this request.*

### Fiscal Sponsorship Agreement

#### Signed and Dated Fiscal Sponsor Agreement

*Upload a copy of the agreement between the project owner and the fiscal sponsor. This must be signed by both parties and include a current date.*

### Board of Directors

#### Board of Directors

*Most recent list of board of directors and officers.*

### Signed Patriot Act

#### Signed Patriot Act

*Upload a current year, Patriot Act statement on your corporate letterhead, signed by the head of the organization. [Click here for an example..](#)*

### Most Recent Audit

#### Most Recent Audit

*Your most recent audited financial statement*

### Additional Information / Attachments

#### 1. Attachment



*Any additional information/attachments.*

**2. Attachment**

*Any additional information/attachments.*

**3. Attachment**

*Any additional information/attachments.*