

Fiscal Sponsor Statement of Commitment Template

All applicants using a fiscal sponsor must include a Fiscal Sponsor Statement of Commitment in their application to confirm that the fiscal sponsor has an active working relationship with the applicant. This is a template that fiscal sponsors may use to write the statement. Simply replace the bolded brackets with the relevant information.

Requirements:

- Fiscal Sponsor's name and signature
- Fiscal Sponsor's EIN
- Applicant's name

TEMPLATE:

Date: **[TODAY'S DATE]**

To: City of Chicago DCASE

From: **[FISCAL SPONSOR'S NAME]**

I am writing to confirm that we, **[FISCAL SPONSOR'S NAME]**, have agreed to act as fiscal Sponsor for **[APPLICANT'S NAME]**. We will be assisting them to receive funding through DCASE's 2022 Neighborhood Access Program. We are a federally tax exempt 501(c)3 or 501(c)6 organization and our EIN number is **[FISCAL SPONSOR'S EIN]**.

If you have any questions regarding any aspect of this fiscal sponsorship agreement, please contact me at **[FISCAL SPONSOR'S PREFERRED MODE OF CONTACT]**.

Sincerely,

[FISCAL SPONSOR'S PRINTED NAME]

[FISCAL SPONSOR'S SIGNATURE]