



Fiscal Sponsorship Application Questionnaire

Please complete all areas of the application (all fields are required for submission). For questions, contact Lievin Mwamba, Director of Finance and Operations: lmwamba@cvnl.org.

Name of Project:

Date of request:

Name of Principal Contact:

Title:

Telephone:

Email:

Mailing Address:

1. What is the legal status of this project? (check one):

Sole proprietorship

Unincorporated association

California nonprofit corporation

501(c)(3) corporation

California nonprofit corporation that has applied for 501(c)(3) status

2. Purpose of the project (one sentence):

3. Current project assets (how much do you have now?): \$

4. Anticipated annual budget: \$

CVNL.ORG

65 Mitchell Blvd., Suite 101 • San Rafael, CA 94903 • 415.479.5710



5. Anticipated source(s) of revenue:

6. Do you have an Advisory Committee? (check one below). Please list names and titles below if "yes."

Yes

No

7. Do you anticipate having employees, volunteers, and/or independent contractors? (check one):

Yes

No

If yes, how many of each?:

Employees

Volunteers

Independent contractors

8. Do you anticipate doing any lobbying? (check one):

Yes

No

If yes, please describe anticipated activities:

9. Has the project created or acquired any significant intellectual property to date, or do you anticipate having any (e.g., website, program materials, electronic media, publications, graphics, photos, artwork, member or donor lists)?:

Yes

No

If yes, please describe:

CVNL.ORG

65 Mitchell Blvd., Suite 101 • San Rafael, CA 94903 • 415.479.5710



10. Do/would any of your anticipated project activities involve risk or require special insurance coverage?:

Yes

No

If yes, please describe:

11. Do you anticipate any administrative difficulties for Center for Volunteer & Nonprofit Leadership in managing this project?:

Yes

No

If yes, please describe:

12. Are you currently using another fiscal sponsor?:

Yes

No

Name:

13. If you have a current fiscal sponsor, please describe their attitude toward this transfer:

14. Are you exploring other fiscal sponsors for this project?:

Yes

No

Who?:

CVNL.ORG

65 Mitchell Blvd., Suite 101 • San Rafael, CA 94903 • 415.479.5710



14. How did you find us?:

15. Project location/area of service by county (check all that apply):

Alameda
Contra Costa
Marin
Napa
San Francisco
Solano
Sonoma
San Mateo
Santa Clara
Other California counties/regions:
Other U.S. locations:

16. Field of interest (check all that apply):

Arts & Culture Education
Environment
Health Human Services
Public Affairs
Other (please identify):

17. Center for Volunteer & Nonprofit Leadership qualifier (check all that apply):

A project seeking incubation

- **Have you applied for a 501(c)(3) status?**
Yes
No
- **Do you anticipate applying within the next five years?**
Yes
No
Maybe

CVNL.ORG

65 Mitchell Blvd., Suite 101 • San Rafael, CA 94903 • 415.479.5710



A funder-instigated or multi-funder collaborative project

- **Is more than one foundation involved in launching this project?**
Yes
No
- **Is this project the result of a single funder's initiative?**
Yes
No

A project of limited duration

- Is this project a one-time special event?
Yes
No
- Do you anticipate this project being completed within the next two years?
Yes
No
- Do you anticipate this project being completed within the next five years
Yes
No
- Do you anticipate the project lasting ten years or more?
Yes
No

APPLICATION CHECKLIST

Have you:

- Filled out all items on this questionnaire?
- Attached a description of your project indicating the following?
 - When it began
 - Its size, scope, and aspirations
 - Its nonprofit purpose
 - The number of participants

CVNL.ORG

65 Mitchell Blvd., Suite 101 • San Rafael, CA 94903 • 415.479.5710



- The target beneficiaries of your activity
- Attached an income-and-expense budget for this current year and past year, if available?
- Attached a list of your Advisory Committee (minimum of three) with their contact information and brief biographies?

Please submit your application to lmwamba@cvnl.org or mail to:

Center for Volunteer & Nonprofit Leadership
65 Mitchell Blvd., Suite 101, San Rafael, CA 94903
Attn: Lievin Mwamba

CVNL.ORG

65 Mitchell Blvd., Suite 101 • San Rafael, CA 94903 • 415.479.5710