

Ecology Center Fiscal Sponsorship
APPLICATION CHECKLIST AND COVER SHEET

To be considered for Ecology Center fiscal sponsorship, you must submit a complete application. A complete application consists of a cover sheet, letter of interest, and attachments. Please use this document as a checklist and cover sheet for your application.

CONTACT INFORMATION

Provide the following information so that we can contact you after reviewing your project's application materials:

Project Name _____
Primary Contact _____
Phone Number _____
Email _____

LETTER OF INTEREST

Address the following in your letter of interest:

_____ A brief description of your project and its mission
_____ Why your project needs fiscal sponsorship
_____ What services you hope to receive from a fiscal sponsor
_____ A timeline of your project's intended activities

ATTACHMENTS

Include these attachments in your application:

_____ Your project's operations plan
_____ Your project's fundraising plan
_____ Resumes or annotated descriptions of your project's key players

ELIGIBILITY QUESTIONS

Please answer the following eligibility questions:

_____ Is your project aligned with the Ecology Center's mission?
_____ If your project is sponsored by an international organization, do you have an office in the USA?
_____ How much money has your project raised to date?

Please submit all application materials to Program Director Amy Kiser at 2530 San Pablo Avenue, Berkeley, CA 94702. The process from application to approval will take an estimated 30-60 days, although the process can be expedited under extenuating circumstances.