**Assistance Overview**

TAPAZ provides the following administrative services:

- Accounting
- Check-writing
- Expense-tracking
- Budget analysis
- Donor recognition
- Reimbursement reports

Grant support: TAPAZ supports organizations with grant application submittal and reporting. Because TAPAZ meets the technical criteria of most grantors, it can submit grant applications on behalf of fiscally sponsored organizations.

**Sponsorship Breakdown**

**Comprehensive (Full) Fiscal Sponsorship:** Project becomes program of TAPAZ, which maintains all legal and fiduciary responsibility for its employees and activities. Allows unincorporated groups, alliances, and coalitions to engage in mission work without building a new corporate entity. **Fees:** 7% of funds received or 10% for Federal Government grants and contracts

**Grant-Specific Fiscal Sponsorship:** TAPAZ provides administrative support exclusively for a specific grant for which an organization seeks to apply. If grant is approved, TAPAZ provides sponsorship services for the direct operations of the grant. **Fees:** 7% of funds received or 10% for Federal Government grants and contracts

**Fiscal Agency:** TAPAZ serves as an outsourced bookkeeper, providing accounting and finance support as well as bill pay services. Requirements: must be a 501(c)3 organization, have accounting policies and procedures, a dedicated financial staff, and a Board of Directors. **Fees:** 6% of funds received or 9% for Federal Government grants and contracts

Please contact George Redheffer at George.redheffer@tapaz.org or 602-774-3283 for more information on applying for TAPAZ fiscal sponsorship.