

# TAP//AZ TECHNICAL ASSISTANCE PARTNERSHIP *of* ARIZONA

An affiliate of Vitalyst Health Foundation

## **TAPAZ Application**

(Please complete & submit to be considered for the fiscal sponsorship/fiscal agency platform.)

(Note, please complete this document in third-person, not "I have or we have.")

Name of group or organization:

Website URL:

EIN (if applicable):

When was your entity formed?

Which of the following describes your entity or efforts:

501(c)3 (please email us a copy of your IRS Determination Letter)

An Arizona Nonprofit Corporation (Please provide your incorporation docs)

An Unincorporated Association (you are not a legal entity or are a coalition)

If you have a board of directors or an advisory board members, please list their names here. If not, type "No board".

## **Your Contact Information**

First Name:

Last Name:

Address:

Address Line 2:

City:

State / Province / Region:

Postal / Zip Code:

Country:

Email address:

Phone Number:

### Three Types of Sponsorship

Comprehensive (Full) Fiscal Sponsorship: The fiscally-sponsored project becomes a program of TAPAZ, which maintains all legal and fiduciary responsibility for this sponsored project, its employees and activities. This allows unincorporated groups and alliances to engage in their mission work without building a new, separate corporate entity. Grants are applied for in the name of TAPAZ, and donations are made directly to TAPAZ. Funds are then disbursed to execute the program goals. This service is typically for newer groups that are either not incorporated, or are not yet a 501c3. With this service, you do not require a bank checking account, as all monies flow through TAPAZ on your behalf. Fees are 7% for donations, corporate sponsorships, and private foundation grants, and for federal government grants or contracts, the fee is 10%.

Grant-Specific Fiscal Sponsorship: TAPAZ provides administration and support exclusively for a specific grant being applied for by an existing organization that may have other programs running outside of the sponsored project. This service is typically for a group that is either a 501c3 and is accepting their own charitable donations but doesn't qualify to apply for a grant on its own, or for a group that doesn't not qualify to apply for a grant on their own. With this service, if approved for the grant, the monies flow through TAPAZ on your behalf. Fees are 7% for private grants and for federal government grants or contracts, the fee is 10%.

Fiscal Agency: TAPAZ serves as an outsourced bookkeeper, providing accounting, finance, bookkeeping, and bill pay service for organizations. All of the monies that flow through TAPAZ are considered your operating budget all will appear on your Form 990 tax return. Requirements to be considered for this service include:

- Being a 501c3 organization
- Having accounting policies & procedures in place
- Having a financial staff in charge
- Having an experienced Board of Directors

Fees are 6% for all non-government monies, and for federal government grants or contracts, the fees are 9%.

Choose the type of Fiscal Sponsorship or Fiscal Agency listed above for which you are applying:

Full Fiscal Sponsorship

Grant-Specific Fiscal Sponsorship

Fiscal Agency

Not sure, need more information to make a decision.

Group/Organization Information - Be as specific as possible. The responses in this section inform our next steps with follow-up.

Entity Mission:

General description of your project. In general, what do you do and how do you do it? Where do you conduct your work?

Background: What inspired this organization/project to be created?

What are the community gaps this project is or will be addressing?

How does your work address underserved populations?

How do or will you know that your work performed is successful?

Impact: How will the lives of the people you serve be different as a result of being involved with this project?

What are the names of any similar programs, projects, and organizations who are current partners?

What are the names of any similar programs, projects, and organizations who are potential partners?

Name current and potential funding sources. If not known, type "Unknown".

What type of support is needed by this entity? (501(c)3 sponsorship, accounting support, fundraising, board development, grant writing, etc.)

How will a partnership with TAPAZ benefit/enhance your current or proposed projects? If not known, type "Unknown".

TAPAZ is affiliated with Vitalyst Health Foundation ([www.vitalysthealth.org](http://www.vitalysthealth.org)). Vitalyst focus is as follows:

**Vision:** All individuals and communities in Arizona are healthy and resilient.

**Mission:** To connect, support, and inform efforts that improve the health of individuals and communities in Arizona.

**Goals:**

1. Improve access to care and coverage throughout Arizona.
2. Advance community policies and practices that result in healthy communities that are accessible to all.
3. Increase the capacity and effectiveness of community-based leaders, organizations and coalitions.
4. Cultivate collaborations and innovations that leverage the elements of a healthy community.
5. Increase civic participation for inclusive decision-making to advance health equity.

Which of Vitalyst's above goals is this effort most aligned? (Please choose one)

What is your entity's current annual budget (revenue)?

What amount of money does your entity expect to fundraise over the next 6 months?

And what amount of money does your entity expect to fundraise over the next 12 months?

In what elements of a healthy community are you operating? (Choose that apply)

- Access to care
- Affordable Quality Housing
- Community Safety
- Economic Opportunity
- Educational Opportunity
- Environmental Quality
- Quality Affordable Food
- Community Design
- Parks and Recreation
- Social/Cultural Cohesion
- Social Justice
- Transportation Options

Please explain your tie to Health & Healthy Communities:

Where are your spheres of influence, or where are the communities located that you primarily serve? (i.e. Central Phoenix, East Valley, Tucson, certain counties, statewide, etc.)

How many hours per week on average do you work on your nonprofit effort?

Do you have any grant-writing experience?

Please attach/provide your resume or CV. (Please provide link below or attach it when submitting this application)

In general, why are you a good partner for TAPAZ?

Please complete the above and email to George at the email address listed below. If you have any questions, please contact [george.redheffer@tapaz.org](mailto:george.redheffer@tapaz.org) or call 602-774-3283.