



RASKOB FOUNDATION FOR CATHOLIC ACTIVITIES, INC.

FISCAL AGENT FORM

Organizations located outside of the United States must provide a Fiscal Agent Form as a requirement which accompanies the submission of the *Letter of Intent* (LOI). The organization that serves as the Fiscal Agent must be a U.S. Catholic organization which is listed in the Official Catholic Directory (*P.J. Kenedy & Sons*).

Fiscal Agents serve two important and necessary functions for the Raskob Foundation in its consideration of LOI proposals from organizations outside of the United States.

1. Due diligence function – the Raskob Foundation requires Fiscal Agents to have knowledge of and a relationship with the organization and its projects. The Fiscal Agent, by signing this form, acknowledges that the organization requesting funds from the Foundation, is known by the Fiscal Agent, and that its projects are worthy of consideration by the Foundation.
2. Provide Safe and Effective means to pay a grant - if a grant is made to the organization, the Fiscal Agent agrees to take responsibility for accepting and transferring the funds to the recipient.

All Fiscal Agent forms must accompany the submission of the LOI. Therefore, it is necessary that a sufficient amount of time is planned in order for the organization to make available the form to the U.S. organization agreeing to serve as the Fiscal Agent, then have the form completed and returned so that it may be included in the LOI submission. Forms are not to be sent directly to the Foundation by the Fiscal Agent: rather, they should be returned to the applying organization.

Section 1. To be filled out by the Organization requesting funds:

- Request Number from the Raskob Foundation's Online Grant Site: REQ - _____
- Name of the Organization Submitting the LOI: _____

Section 2. To be filled out by the Fiscal Agent:

- Name of the Organization Serving as the Fiscal Agent: _____
- Official Catholic Directory P.J. Kenedy & Sons Edition: Year _____ & Page Number _____
- Organization IRS 9-digit Federal Employer Identification Number (EIN): _____
- Organization (Fiscal Agent) Street Address: _____
- Organization (Fiscal Agent) City, ST, ZIP: _____
- Organization website: _____
- ***Fiscal Agent's W-9 form must accompany this form***

Section 3: To be filled out by the Fiscal Agent:

- Fiscal Agent Contact Address: _____
- Fiscal Agent Phone Number: _____
- Fiscal Agent Email: _____
- Please state how you know the organization that you have agreed to act as Fiscal Agent:

Signature: _____ Date: _____