

# FISCAL AGENT FORM



Organizations located outside of the United States are required to submit the Fiscal Agent Form as part of the application process. 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 essential functions in the Raskob Foundation's review of applications from organizations located outside of the United States:

1. **Due Diligence** – the Raskob Foundation requires Fiscal Agents to have knowledge of and a relationship with the applicant organization and its projects. By signing this form, the Fiscal Agent affirms that the applicant organization is known to them and its proposed projects are worthy of consideration by the Foundation.
2. **Safe and Effective Grant Transfer** – if the Foundation awards a grant, the Fiscal Agent agrees to receive the funds and ensure their secure and proper transfer to the intended recipient outside of the United States.

The Fiscal Agent form *must be submitted together with the online grant application*. **Applicants should plan sufficient time to send the form to the U.S. organization serving as the Fiscal Agent, allow for its completion, and receive it back for inclusion in the application.** *Forms should not be sent directly to the Raskob Foundation by the Fiscal Agent; they must be returned to the applicant organization for submission.*

***This form must be completed in English and must be clearly legible.***

## Section 1. To be filled out by the APPLYING ORGANIZATION:

- Request Number from the Raskob Foundation's Online Grant Site: **REQ** -
- Name of the Organization Submitting the Application:
- Contact Name for the Organization Submitting the Application:
- Contact Email for the Organization Submitting the Application:

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## 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            and Page Number
- Organization IRS 9-digit Federal Employer Identification Number (EIN):
- Organization (Fiscal Agent) Street Address:
- Organization (Fiscal Agent) City, ST, ZIP:
- Organization (Fiscal Agent) website:
- **\*Fiscal Agent's W-9 form must accompany this form\***
- Fiscal Agent Contact:
- Fiscal Agent Phone Number:
- Fiscal Agent Email:

Briefly describe how you know the organization you have agreed to serve as Fiscal Agent:

Signature of Fiscal Agent Contact

Printed Name of Fiscal Agent Contact

Date

Title