



FISCALLY SPONSORED ORGANIZATIONS

To participate in the Give In May campaign, you will need to set up your organization on Mightycause first. To do so, you must submit a Memorandum of Understanding (MOU)/Letter between your fiscal sponsor and your organization with the following:

- 1) Approval for your organization to use your fiscal sponsor's EIN for tax purposes, including a signature from both entities.
- 2) The letter needs to be on your fiscal sponsor's letterhead with their address and EIN.
- 3) The letter needs to include your organization's name and address.
- 4) Indication of how you would like to receive funds (via direct deposit or check). You will want to include your fiscal sponsor's authorization in the letter stating this.
- 5) Per your discretion, the letter can also contain other pieces of information that the organizations agree are important.

A sample letter has been provided on the next page. Once the documentation is complete, please email support@mightycause.com indicating you want to participate in the Give In May campaign as a fiscally sponsored organization and remember to attach your MOU/Letter.

The Mightycause team will reply within a few business days and if approved, they will move forward with creating your page. You can then create your Mightycause account and register for the campaign.

Update the bolded sections in brackets below.

(Date)

Mightycause Foundation
5500 Cherokee Ave, Ste 550
Alexandria, VA 22312

Dear Mightycause,

This letter is to acknowledge that **(Fiscal Sponsor)** has agreed to act as fiscal sponsor for **(Organization)**. **(Fiscal Sponsor)** is a federally tax exempt 501(c)3, EIN **(EIN Number)**.

(Fiscal Sponsor) acknowledges that the **(Organization)** may use our Federal Tax ID for fundraising through the Mightycause platform.

All funds raised for the **(Organization)** on Mightycause should be disbursed via **[EFT or CHECK]**.

If choosing check, update the section below and delete this line. If choosing EFT, delete this line and the section below.

Funds should be disbursed to the address below:
[enter address of **(Fiscal Sponsor)**]

Should you have any questions about the **(Organization)** or its relationship with the **(Fiscal Sponsor)**, please do not hesitate to email or call **(Contact Information)**.

Sincerely,

(Name, Title)
(Fiscal Sponsor)

(Name, Title)
(Organization)