

Technical Assistance Partnership of Arizona (TAPAZ)

www.tapaz.org

TAPAZ is a full-service fiscal sponsor based in Phoenix, Arizona, that provides support to nonprofit organizations in three areas:

1. Technical Assistance (TA)

This is providing education & training to these groups which builds their capacity and ability to perform more of these functions on their own over time. This includes areas such as board development, governance, accounting & finance aptitude, budgeting, grant-writing, fundraising plans, and more.

2. Accounting & Finance support

Services provided include accounting, check writing, expense tracking, budget analysis, grant management, financial reporting, including budget to actual expenses, periodic status and reimbursement reports. Additional services provided include sending out recognition letters to donors, the issuance of payments and reimbursement checks on a weekly basis, and payroll services for our sponsored projects.

3. Grant application submittal & tracking

The nonprofit groups find grant opportunities and write the programmatic piece and draft a budget for the grant. TAPAZ will proofread, compile, and submit the grants on behalf of the nonprofit organization and for their benefit.

TAPAZ, as a host organization, possesses all of the criteria that most grantors require in the submittal of grant applications, which include:

- a. 501c3 tax-exempt status (donations received qualify as tax-deductible)
- b. Time in service (being established for a particular number of years)
- c. Board of Directors
- d. \$1,000,000+ annual budget
- e. Accounting system capable of independently tracking grant dollars
- f. Audited financials

TAPAZ offers three types of services:

1. 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, alliances, and coalitions to engage in the 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. Fees are 7% of any funds received, 10% for Federal Government grants & contracts.

2. 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 specific grant. If the grant is approved, TAPAZ will provide fiscal sponsorship services to the direct operations of the grant. Fees are 7% of any funds received, 10% for Federal Government grants & contracts.

3. Fiscal Agency: TAPAZ serves as an outsourced bookkeeper, providing accounting, finance, bookkeeping, and bill pay service for organizations. Fees are 6% of any funds received. Requirements to be considered for this service include:
 - Being a 501c3 organization
 - Having accounting policies & procedures in place
 - Having a dedicated financial staff in charge
 - Having an experienced Board of Directors

Additionally, TAPAZ also provides a consultant network developed over the past 16 years that has the ability to address virtually any nonprofit capacity issue.

Please visit the website (www.tapaz.org), click on the link titled “Become a Sponsored Project,” and complete the questionnaire. You can also contact George Redheffer at george.redheffer@tapaz.org or at 602-774-3283.