

Tuesday, November 10, 2020

LOR Principal
Title
Organization/Program

RE: _____ (org/program name)
LETTER OF REQUEST (LOR)
FOR
SPECIAL PROJECT FISCAL SPONSORSHIP (SPFS)

Dear Fiscal Sponsorship Review Panel:

On behalf of _____, we are presenting this letter as our formal request to become a Special Projects Fiscal Sponsorship Program Awardee of The Learners Lab Foundation. Attached to this LOR is a one-page outline of our organization and the charitable program, product, or service we would like The Foundation to consider as its internal special project.

We understand Fiscal Sponsorships are (a) a legally binding partnership, that (b) this is a *Partnership Relationship* where we retain the right to all final decisions for our endeavor, that (c) there is a one-time \$750 Program Registration Fee, and that (d) our program commences upon presenting our signed *Right-to-Represent Agreement* with payment of the one-time \$750 Program Registration Fee.

We understand The Foundation imposes a \$275 cancellation fee to offset legal and other fees undertaken on our behalf that will be imposed on the Foundation to cancel, stop resources acquisition or development, disable tools and terminate compliance commitments should it be decided that program participation was not well-timed. The remaining balance shall be refunded to us in a timely manner via cashier's check. We are pleased to know that as of this writing The Foundation has had no such request. We also thank the Foundation in advance for understanding a payment schedule may be required for our program registration, and provide it on a 50% now and either (a) 50% later or (b) a 25%, then 25% balance payment option later **should** it be necessary.

Thru this request, we freely state that at this time, we are not seeking self-sufficiency as a stand-alone 501c, but reserve the right to do so. The purpose of our fiscally sponsorship request is solely to introduce, propel and/or manage our charitable endeavor in such a way as is not possible to do (a) *because we are a for profit entity - OR* -- (b) *without fiscal sponsorship, but without the 2-year max time-line restriction of the normal Fiscal Sponsorship Program.* (highlight either A or B, whichever applies to you)

If we have any questions regarding the Special Project Fiscal Sponsorship process, we shall reach out SpecialProjectFS@TheLearnersLabFoundation.org at any time, and that email is preferred so that our query can be referenced accurately by the appropriate party(ies).

Again, on behalf of _____, thank you again for considering our charitable endeavor as your Special Project Fiscal Sponsorship. We look forward to hearing back from you.

Very Sincerely Yours,

HANDWRITTEN SIGNATURE / DATE
TITLE:
PRIMARY CONTACT:
CONTACT EMAIL:
CONTACT OFFICE/CELL PHONE: