STATEMENT OF FISCAL AGENT’S RESPONSIBILITIES FORM

Should the City of Sacramento select (INSERT NAME OF APPLICANT) to receive a City of Sacramento Youth Development Plan Funding (SYDPF) for (PROGRAM NAME), (INSERT FISCAL AGENT’S NAME) shall serve as the fiscal agent. As the fiscal agent, (INSERT FISCAL AGENT’S NAME) shall accept the following responsibilities:

* Serve as the legal representative for the program;
* Enter into an agreement with the City of Sacramento to provide the specified services in accordance with all City conditions;
* Receive payments from the City of Sacramento for program expenses and disburse funds as applicable to the applicant;
* Maintain adequate accounting records for the funded program; and
* Submit progress reports and expenditure reports to the City of Sacramento as required.

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| FISCAL AGENT’S NAME                                                 |  TAX IDENTIFICATION #  |
| NAME OF AUTHORIZED SIGNATORY       |  TITLE  |
| EMAIL                                                                                                |    PHONE  |
| STREET ADDRESS                                                              CITY                                            STATE                         ZIP CODE    |
| APPLICANT’S SIGNATURE    | DATE  |