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FAQ: FIA Projects

Please find below answers to your questions about the FIA Projects. Feel free to contact us with additional questions about the program at fia@pentacle.org.

What is FIA Projects?

FIA Projects is a short-term comprehensive fiscal sponsorship program. It is designed to manage income and expenses associated with a specific presenting engagement for dance and theater artists and to provide such artists with insurance coverage for the duration the engagement.

What services do I receive as a member of FIA Projects?

FIA Projects member artists benefit from workers compensation insurance, general liability insurance, unemployment insurance, payroll, fiscal sponsorship to process donations received to support the production of the primary presenting engagement, and bookkeeping on the income and expenses associated with the engagement.

What is the fee to be a member of FIA Projects?

Below is the fee structure for FIA:

- Artists pay a membership fee of \$500 to join FIA Projects.
- Artists pay an administrative processing fee of 5% of all income received during the contract period against a minimum fee of \$500.
- Artists who choose to receive in-kind donations to FIA Projects to support the production of the presenting engagement pay a \$100 fee to Pentacle per contract period. This can be paid at any time during the contract period before receiving in-kind donations.

What is required of me as member artist of FIA Projects?

Member artists must receive all income associated with the primary presenting engagement to the FIA Projects checking account. Artists request expenses associated with the engagement to be paid on a weekly basis as either payroll payments to employees, fee payments to independent contractors, or reimbursement payments for the duration of the membership period. Artists are required to pay all performers as employees.

What additional expenses will I incur as a member of FIA Projects?

FIA Projects member artists are required to pay payroll taxes and liabilities including workers' compensation and New York State unemployment insurance. We encourage artists to estimate an additional 20% of gross payrolls

Who is eligible to be a member of FIA Projects?

Performing artists who are U.S. citizens living and working in the United States are eligible to be members of FIA Projects. Artists must demonstrate that there is a specific presenting engagement that they are using FIA Projects to manage the finances and bookkeeping for.





What is the timeline for membership with FIA Projects?

Artists become members of FIA Projects for the duration of time it will take to receive funds and pay out all expenses associated with the primary presenting engagement. This generally will be three, six, or nine months and will begin on either January 1, April 1, July 1, or October 1 (the “membership period”). Once this period ends there is a 30 day window when remaining tax and insurance expenses are paid from the FIA Projects checking account (the “closing period”) . Once these expenses are paid, any remaining cash in the account is paid as expense reimbursements to the artist to close out membership with FIA Projects.

| 1. Membership Period | 2. Closing Period |
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| Three, six, or nine months beginning on January 1, April 1, July 1, or October 1. Artists must receive all income and pay all fee and payroll payments during this time. | This period begins once the membership period has ended. Final payroll taxes and liabilities are paid during this window. Any remaining funds are paid back to the artist as expense reimbursements. Artists cannot request fee or payroll payments to be made during this time. |

What tax forms will collaborators paid as independent contractors and employees receive from FIA Projects?

- *Independent Contractors:* Any independent contractors who receive non-employee compensation of \$600 or more during a single calendar year from FIA Projects for services rendered to FIA Projects member artists will receive a 1099-MISC form at the end of the calendar year from the Foundation for Independent Artists, Inc.
- *Employees:* All employees will receive a W-2 form at the end of the calendar year from the Foundation for Independent Artists, Inc.

What is the relationship between the Foundation for Independent Artists, Inc. and Pentacle?

Foundation for Independent Artists, Inc. and Pentacle (DanceWorks, Inc.) are two separate 501(c)(3) organizations. Pentacle staff manage the Foundation for Independent Artists, Inc., which houses the operations of FIA Projects.