



## Glossary for Applicants

*For use with Cuyahoga Arts & Culture's General Operating Support, Project Support, and Cultural Heritage grant programs*

**ADA Compliant:** The organization and/or facility is compliant with the [Americans with Disabilities Act](#), a federal anti-discrimination statute.

**Arts or Cultural Heritage:** defined in the Ohio Revised Code, Chapter 3381 (CAC's enabling law) as "including, but not limited to, literature, theater, music, dance, ballet, painting, sculpture, photography, motion pictures, architecture, archaeology, history, natural history, or the natural sciences."

**Arts or Cultural Organization:** defined in the [Ohio Revised Code, Chapter 3381](#), as "any corporation, organization, association or institution that provides programs or activities in areas directly concerned with the arts and cultural heritage; and is not for profit and whose net earnings may not lawfully inure to the benefit of any private shareholder, member or individual."

**Authorizing Official:** an official of your organization who has authority to legally bind the organization. This individual has authority to sign all application and grant-related documents.

**BIPOC:** A term referring to "Black and/or Indigenous People of Color." While "POC" or People of Color is often used as well, BIPOC explicitly leads with Black and Indigenous identities, which helps to counter anti-Black racism and invisibilization of Native communities. (Race Forward)

**Capital:** capital improvements, expenditures, acquisitions and restorations (facilities and equipment).

**Community:** CAC defines community as the constituents (audience, participants, neighbors, and beneficiaries) the applicant intends to serve. The strongest applicants clearly articulate and demonstrate knowledge of their community and include plans to engage these constituents in the planning and implementation of their mission.

**Criteria:** minimum standards applicants must comply with to be considered for funding. Meeting specific criteria does not guarantee a grant award since all CAC programs are competitive.

**Diverse:** composed of distinct qualities and characteristics; age, color, ethnicity, ancestry, sex, family or marital status, gender identity or expression, language, national origin, physical and mental disability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, citizenship status and other characteristics that make individuals unique.

**Eligibility Check:** the process used to determine an applicant's eligibility to apply for CAC funding.

**Eligible Revenue and Support (ERS) Form:** the [ERS form](#) is used by CAC to determine the base revenue figure for each organization receiving General Operating Support. This base figure will be used in the computation of the formula used to determine the GOS grant for each recipient organization. The ERS form must be completed by all GOS applicants using data from the organization's FY18, FY19 and FY20 Certified Financial Reviews or Audits. See the [ERS Form FAQ](#) for more information.

**Fiscal Agent or Sponsor:** an incorporated, nonprofit, tax-exempt organization that provides administrative and financial services for projects initiated by unincorporated, nonprofit organizations or incorporated, nonprofit organizations that do not have financial or administrative capability. Unincorporated groups or organizations may not apply to the Project Support program through an organization acting as a fiscal agent.

**Funding Formula:** the calculation used by CAC to determine grant amounts. See the [Funding Formula FAQ](#) for more information.

**Going Concern:** the *Going Concern Principle* is the assumption that an entity will remain in business for the foreseeable future. Note: This term will appear in the Statement of Assurances in the online system.

**Nonprofit Organization:** organizations that have tax-exempt status under Internal Revenue Code Section 501(c)(3), but are not private foundations under Internal Revenue Code Section 509 or are among those "operating" private foundations (private foundations that implement programs similar to public charities). These organizations are tax-exempt and contributions to them are tax-deductible under such Internal Revenue Code Sections as 170, 642, 2055 and 2522.

**Racial Equity:** Is the condition that would be achieved if one's racial identity no longer predicted, in a statistical sense, how one fares. When we use the term, we are thinking about racial equity as one part of racial justice, and thus we also include work to address root causes of inequities not just their manifestation. This includes elimination of policies, practices, attitudes and cultural messages that reinforce differential outcomes by race or fail to eliminate them.

**Matching Grant:** a grant or gift made with the specification that the amount donated must be matched.

**Permanent and Viable Base of Operations in Cuyahoga County:** applicant organization must have a business address in Cuyahoga County and presents the majority of its local programs and services in Cuyahoga County for the residents of Cuyahoga County and visitors to Cuyahoga County.

**Project:** a project is a specific, connected set of activities with a beginning and an end, explicit goals/objectives and a predetermined cost that does not equal the organization's total annual budget. Projects may be one-time events, such as a festival or exhibit; or a defined series of events, such as a roster of classes or a series of productions. Projects with multiple components must show that there is a cohesive theme that ties the project together. Proposed projects must be arts or cultural activities open to the public. Open to the public doesn't mean that the project or program must be free.

**Public Programming:** activities, services, productions, exhibits, tours, lectures, workshops, etc., that are open to the public.

**Qualified Personnel:** who meet specific requirements or precedent conditions for the position they occupy. Can be measured by educational attainment, experience, certifications, knowledge of community, etc.

**SMU|DataArts:** a national, collaborative online system that collects and standardizes historical financial and organizational data. For more information, visit the SMU|DataArts website at [www.culturaldata.org](http://www.culturaldata.org).

**Support Material:** recent, relevant and quality evidence submitted by the applicant that demonstrates alignment with funding criteria and supports written narrative. Includes print, video, audio and visual materials. For more detailed information, please see the [Support Materials Guide](#).