



# Cultural Heritage Grant 2024 Organizational Goal Setting Form

**Due: January 31, 2024**

Submit your report using our [online application and reporting system](#). Need help with the online system? Please read our [Guide to Online Reporting](#).

Once your [2023 Year-End Report](#) and [2024 Goals](#) are approved, and your board chair and executive director/CEO have signed the grant agreement; CAC will release the first payment of your 2024 grant (50%). No funds related to your 2024 grant will be released before January 31, 2024.

Review and approval of your goals typically takes at least three weeks from the date of submission and will take longer if submitted closer to the deadline.

**Questions?** Contact your [grant manager](#).

## Contact Verification

- **Organizational Primary Contact Information.** Please update the contact information if needed. This contact will receive all communications from CAC related to your organization's CH grant during the 2024 grant cycle.
- **CEO/Executive Director Contact Information from the Online System.** Please update the contact information if needed.

## Organizational Leadership and Population Served

CAC does not make grants or funding decisions on the basis of race, color, sex, gender identity, sexual orientation, national origin, religion, disability, or any characteristic protected by law.

To improve CAC's understanding of the organizations and communities served through its grants, we ask you to complete the following questions:

1. Please select all that apply:
  - We collect self-reported demographic data for our staff and board.
  - We do not currently collect self-reported demographic data around staff and board, but have plans to do so in the next year.
  - We do not currently collect any demographic data on our staff and board, and do not have the capacity to do so.
  - We share our organizational demographic data in our GuideStar/Candid profile.
2. What challenges or concerns do you have about collecting demographic data on your staff/board? What support do you need to move this work forward?

3. Do the majority of your organization’s executive team and board identify as black, indigenous, or people of color (BIPOC)? (yes/no/not sure/prefer not to answer)
4. Does the majority of the audience your organization serves identify as BIPOC? (yes/no/not sure/prefer not to answer)
5. Is your organization’s mission to preserve or promote the cultural heritage of BIPOC communities? (yes/no/prefer not to answer)
6. Does your organization identify with or represent a community that has been historically excluded or marginalized? (yes/no/prefer not to answer)

## Setting 2024 Organizational Goals

Identify organizational goals that relate to CAC’s [funding criteria](#).

**If your organization has a strategic plan that includes calendar year 2024, please choose goals directly from the strategic plan that relate to our funding criteria, that your organization is working toward in 2024.**

Your goals should be SMARTIE: specific, measurable, achievable, realistic, time-targeted, inclusive, and equitable.

You will share your progress on all of these goals in your 2024 Mid-Year Check-In and Year-End Report.

1. **PUBLIC BENEFIT - An organization’s ability to meaningfully connect with its community to achieve its mission.**

Examples of how an organization can demonstrate public benefit include, but are not limited to:

- Understanding, respecting, and sharing power with its community
- Listening and responding to its community
- Building and strengthening relationships
- Being inclusive and engaging diverse populations
- Being accessible and inviting to its community and the broader public

- a. **Your organization’s 2024 Public Benefit goal:** (up to 500 characters)
- b. **How will you measure progress?** (up to 500 characters)
- c. **Is this goal pulled directly from your organization’s strategic plan?** (yes/no)

**2. ARTISTIC AND CULTURAL VIBRANCY - An organization's ability to create relevant and engaging work that furthers its mission.**

Examples of how an organization can demonstrate artistic & cultural vibrancy include, but are not limited to:

- Incorporating a process of reflection to ensure that programming is relevant to or created with its community
- Building the capacity of arts and cultural professionals, helping them to thrive
- Engaging a diverse team of arts and cultural professionals qualified to achieve the mission
- Identifying opportunities to promote diversity, equity, inclusion, and belonging through its work

- a. **Your organization's 2024 Artistic & Cultural Vibrancy goal:** (up to 500 characters)
- b. **How will you measure progress?** (up to 500 characters)
- c. **Is this goal pulled directly from your organization's strategic plan?** (yes/no)

**3. ORGANIZATIONAL CAPACITY - An organization's ability to successfully plan for and manage its resources.**

Examples of how an organization can demonstrate organizational capacity include, but are not limited to:

- Setting goals, measuring progress, and evolving
- Recruiting and retaining a diverse staff and board that can carry out the mission
- Planning strategically to achieve and maintain a strong financial position
- Evaluating organizational processes and structures to ensure a culture of belonging where everyone can thrive

- a. **Your organization's 2024 Organizational Capacity goal:** (up to 500 characters)
- b. **How will you measure progress?** (up to 500 characters)
- c. **Is this goal pulled directly from your organization's strategic plan?** (yes/no)

## Additional Questions

1. What trainings/organizational development programming are your staff and/or board planning to participate in this year? *(up to 500 characters)*
2. (Optional) What specific training topics would you like to see offered by CAC? *(up to 500 characters)*
3. Is your organization operating under a **strategic plan** or other planning framework? (yes/no)
  - If yes, Please upload your strategic plan here.
  - If no, please share how your organization plans for the future. *(up to 500 characters)*
4. Has your organization made any amendments or updates to your Articles of Incorporation? (yes/no)
  - If yes, you will be asked to upload the amended articles in a separate task.

## Share your events

Your grant agreement will require you to have active events on the CAC events calendar at [ClevelandArtsEvents.com](https://www.clevelandartsevents.com) for each month of the grant year (with the exception of months where no programming is conducted). Please post all your upcoming public events that you have not previously added by logging in [here](#).

I am aware of this requirement and have a plan to post all my organization's upcoming public events on ClevelandArtsEvents.com.

## STATEMENT OF ASSURANCES

Please check all the boxes that apply below. Doing so certifies that your organization continues to meet the following eligibility requirements necessary to continue to receive your Cultural Heritage Grant.

- My organization has a primary mission to provide programs or activities in areas directly concerned with arts or cultural heritage, as defined by the [Ohio Revised Code Chapter 3381](#), for the general public
- My organization continues to have a permanent and viable base in Cuyahoga County
- My organization is a 501(c)(3) nonprofit as verified by GuideStar's Charity Check
- My organization is incorporated and authorized to do business in Ohio as verified by the [Ohio Secretary of State](#)

Closely review the form. If everything is correct, enter the name, title and email address of the person making the submission and hit the "submit" button.

You will receive an automatic email response indicating that we have received your materials.