



**CULTURE**

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## GLOSSARY OF TERMS

**ELIGIBLE APPLICANT TYPES** (see specific program guidelines to determine which ones apply to that program).

*Most 4Culture funding programs require applicants to be based in King County. King county-based organizations or individuals are those whose legal address, demonstrated by their Washington State incorporation or Federal Tax ID or W-9, is located within King County. E4C and Public Artist Calls will often have different residency requirements depending on the opportunity.*

- **Not-for-profit arts/heritage organizations** are defined as nonprofit entities that provide as their primary mission a regular season of (arts/heritage) programs or services, which may include a season or annual program of performances, exhibitions, media presentations, educational programs, festivals, readings, or literary publications.
- **Not-for-profit arts/heritage service organizations** are defined as non-profit entities that provide professional services such as administrative support, technical assistance or services, or education programs and services to a variety of arts and/or heritage professionals or disciplines, including special populations, ethnic communities and under-served communities.
- **Local government departments or commissions** are defined as those nonprofit entities or official units of municipal government [or taxing districts?] based in suburban or rural King County who are specifically dedicated to providing arts, heritage, preservation or general cultural services, and whose primary focus is providing planning, financial support, services, programs and development opportunities for community based arts organizations, artists, heritage organizations or preservation activities that benefit the general public during a major portion of the year. *Local governments should contact staff to ensure eligibility before applying to any 4Culture program.*
- **Individual arts/heritage specialists** –are defined as any person residing in King County.

**FISCAL SPONSORSHIP** is allowed for many 4Culture programs. An organization that does not have 501(c)(3) non-profit status may apply under the sponsorship of another 501(c)(3) who serves as the fiscal sponsor. The two organizations must have a written agreement prior to making any application to 4Culture, and any application then uses the Federal Tax ID number of the sponsoring group, who assumes all responsibilities required by a 4Culture contract. Payment for services is issued to the fiscal sponsor. A fiscal sponsor may submit applications on behalf of more than one group.

**IN-KIND RESOURCES** represent the cash value of donated or contractual services or materials such as support from individuals, businesses, other organizations or municipalities in the form of quantifiable donations of facility use, supplies, transportation, lodgings, printing, professional staff time or equipment.

In-kind support SHOULD NOT include the value of all volunteers involved with an agency. It SHOULD include the value of any volunteer whose activity for the organization would otherwise be paid for, such as volunteer legal or accounting services. In-kind expenses and income always “zero out” in an organization’s financial statements.

#### **CULTURAL FACILITIES AND FIXED ASSETS:**

- **Cultural Facilities** include buildings, structures and equipment that are used primarily for the performance, exhibition or benefit of arts or heritage activities, including but not limited to, performing arts, visual arts, media and literary arts, King County heritage exhibitions, collections storage, archival storage, office or support uses.
- **Building Projects** refers to construction, renovation or purchase of a structure. Major system replacement is included in this definition, but general ongoing maintenance is not.
- **Equipment** refers to tangible objects intended to be used for ten years or more.

#### **KING COUNTY HERITAGE:**

- **Heritage Disciplines** are defined as those relating to King County’s historic resources and cultural traditions. They include, but are not limited to: history, archaeology, indigenous and traditional cultures; folklore; ethnic history and heritage; landmarks, historic sites and historic preservation.
- **Heritage Activities**, as they relate to King County’s historic resources and cultural traditions relate to: identification, collection; documentation, evaluation, exhibition, interpretation; preservation, and restoration.
- **Heritage Facilities** are those operated by organizations that have as their mission, or make exceptional contributions to, the education of the public about, or the collection, exhibition, interpretation, preservation, or protection of resources relating to, the histories of people and places in King County.

**LANDMARKS** are defined as buildings, structures, sites, objects, and districts that provide tangible connections to the past, and have been officially recognized for their role in the unique and diverse heritage of the region, either by the Federal Government, King County, the City of Seattle, or other local jurisdictions.

**FEATURES OF SIGNIFICANCE** are defined as the elements specifically described in a property’s landmark designation

**OPERATING EXPENSES** include but are not limited to the expenses and costs of providing programs or services including those for **staff, utilities, supplies, fees or services, rent or mortgage payments, insurance and maintenance**

**PUBLIC BENEFIT:** Recipients of any 4Culture funds must enter into a contract and be reimbursed for the expenses of meeting the deliverables outlined in a scope of service. One of the requirements of receipt of the funds is that the public must derive benefit from the investment of these funds.

Typical Public Benefits include but are not limited to:

- **Free or discounted admissions** to public programs, performances or exhibits
- **Free or discounted rental** or use of facilities by public agencies or nonprofit cultural organizations conducting public benefit activities

- **Educational services** for public schools, students, teachers or the public
- **Services to governmental agencies** including city councils, parks or planning departments
- **Free distribution of resources** including publications, audio and video recordings, electronic files and documents provided to libraries, museums, web sites, tourist agencies and the general public
- **Creation of publicly accessible research information** or files including documents, oral and video recordings and electronic files
- **Augmentation of existing public service grant projects** including those funded by 4Culture or other public agencies
- **Development of professional practices** and adoption of standards that improve public access to resources, provide technical assistance or training opportunities in best practices or that enhance management and protection of resources held in the public trust.
- **Audience development, diversification of services** and enhancement of public accessibility through ADA improvements, services to underserved populations, community outreach efforts or new exhibits, publications or programs