

## **GLOSSARY**

(\$) indicates definition when used as a budget item

### **Administrator**

the administrator of the Iowa Arts Council

### **Applicant**

an incorporated city, county government, tribal council, or community group in Iowa or in a border city which is incorporated under the Iowa nonprofit corporation Act and which is federally tax-exempt or an individual artist who is a legal resident of Iowa or a border city that submits an application

### **Application**

a formal request, using official forms as provided by the department

### **Application Deadline**

the latest time to submit a completed application; application deadlines are not post-mark deadlines

### **Artist**

an individual who creates or performs works of art

### **Artists (\$)**

expenses for artist time specifically dedicated to the project, includes all artists collaborating, participating, or involved in the project

### **Arts**

all artistic disciplines including, but not limited to, music (instrumental and vocal), dance, drama, folk art, creative writing, architecture, painting, sculpture, photography, graphic and craft arts, costume and fashion design, motion pictures, television, radio, film, video, tape and sound recording, the arts related to the presentation, performance, execution, and exhibition of such major art forms, all the traditional arts practiced by the diverse peoples of Iowa and the study and application of the arts to the human environment

### **Authorized Official**

the individual legally obligated to the agreement

### **Big Yellow School Bus Grant**

departmental title given to grant program utilizing funds appropriated by the Iowa Legislature and the National Endowment for the Arts, a federal agency, that underwrites field trips for pre-K-12 schools to attend arts events

### **Border City**

a municipality with boundaries directly adjacent to one or more borders of the state of Iowa

### **Cash Match**

actual cash contributed to the project by the applicant or other funding sources

**CLP**

Cultural Leadership Partner, an organizational designation given by the Iowa Department of Cultural Affairs

**Contact Person**

the individual responsible for the application

**Contract Position**

a non-permanent position that is temporary or time-limited as a condition of employment

**Council**

The Iowa Arts Council

**Cultural**

pertaining to the arts, humanities, or sciences

**DCA**

Department of Cultural Affairs

**Department**

the Department of Cultural Affairs

**Director**

the Director of the Department of Cultural Affairs

**Eligible Application**

an application that adheres to guidelines and will be reviewed by a panel

**End Date**

the final date of fiscal and program activity for which funding is requested

**Endowment Support Grant**

departmental title given to grant program utilizing funds appropriated by the Iowa Legislature to the Iowa Cultural Trust to challenge Iowa non-profit cultural organizations to plan for and achieve long-term financial stability through technical assistance and endowment-building campaigns

**Expenses**

all costs associated with the project

**Fiscal Agent**

an organization that meets the definition of applicant and that administers grant funds to an organization which has not yet received its tax-exempt status

**Full-time Employee**

an individual employed in a permanent position for at least 30 hours per week, does not include consultants, contract workers, independent contractors, persons whose positions are temporary or time-limited as a condition of employment

**Full-time Position**

a permanent position employing an individual for at least 30 hours per week, does not include consultants, contract workers, independent contractors, or positions that are temporary or time-limited as a condition of employment

**Funding Period**

the timeframe in which the grant funds from the department must be expended

**Grantee**

an applicant receiving a grant from the department

**Grant Request (\$)**

the total amount of program or project cost requested by the applicant from the department

**Guidelines**

set of required rules provided by the department to streamline application process

**Humanities**

including, but not limited to, the study and interpretation of the following: language, both modern and classical; linguistics; literature; history; jurisprudence; philosophy; archeology; comparative religion; ethics; the history, criticism, and theory of the arts; those aspects of the social sciences which have humanistic content and employ humanistic methods; and the study and application of the humanities to the human environment with particular attention to reflecting our diverse heritage, traditions, and history and to the relevance of the humanities to the current conditions of national life

**IAC**

Iowa Arts Council

**ICCG (see Job Creation Grant)**

Iowa Community Cultural Grant

**Incomplete Application**

an application that lacks a required component and will not be reviewed by panel

**Ineligible Application**

an application that violates guidelines and will not be reviewed by panel

**In-kind Match**

donated goods or services contributed to the project by the applicant or other sources

**Job Creation Grant**

departmental title given to grant program utilizing Iowa Community Cultural Grant funds appropriated by the Iowa Legislature to support the creation of quality jobs for Iowans that contribute to the cultural vitality of Iowa

**Major Grant (see Project Grant)****Marketing (\$)**

expenses for marketing, publicity or promotion dedicated specifically to the project

**Matching Funds**

the project cost which shall be provided by the applicant either in kind or in cash

**Materials (\$)**

expenses for materials or equipment to be purchased specifically for the project

**Mini Grant (see Project Grant)**

**Non-Artist Contractors (\$)**

expenses for non-artist and non-personnel contract position time specifically dedicated to the project, includes any business, organization or individual providing services to the project

**Operating Support Grant**

departmental title given to grant program utilizing funds appropriated by the Iowa Legislature and the National Endowment for the Arts, a federal agency, to award general operating funds to Iowa non-profit cultural organizations

**Other (\$)**

expenses specifically associated with the project that do not fall under any other budget category

**Panel**

a committee of at least three representatives from across the state appointed by the department to review applications

**Part-time Employee**

an individual employed in a permanent position for less than 30 hours per week, does not include consultants, contract workers, independent contractors, persons whose positions are temporary or time-limited as a condition of employment

**Part-time Position**

a permanent position employing an individual for less than 30 hours per week, does not include consultants, contract workers, independent contractors, or positions that are temporary or time-limited as a condition of employment

**Personnel (\$)**

expenses for non-artist employee or volunteer time dedicated specifically to the project, including all individuals with a formal affiliation with the applicant

**Project**

an eligible activity for which an organization or individual has submitted an application for approval

**Project Grant (formerly Major/Mini Grant)**

departmental title given to grant program utilizing funds appropriated by the Iowa Legislature and the National Endowment for the Arts, a federal agency, to create opportunities for the arts to flourish in Iowa by investing in projects that positively impact the vitality of the arts in the state, demonstrate public value, and support Iowa Arts Council funding priorities

**Recipient**

an applicant receiving funds from the department

**Rentals (\$)**

expenses for rental of space or equipment dedicated specifically to the project

**Request Amount**

the project expenses that the applicant requests the department provide through the grant program

**Start Date**

the first date of fiscal and program activity for which funding is requested

**Target Population**

a particular group of individuals identified as the recipients of a message, experience, or service

**Travel (\$)**

expenses for mileage, lodging, and per diem payments dedicated specifically to the project

**Underserved**

a community in which individuals lack access to arts or cultural programs due to geography, economic conditions, ethnic background, or disability

**Volunteer Position**

a position in which an individual performs job duties willingly and without pay