

## Creative City Fund Program – Glossary of Terms

**Arts** – The arts refer to the expression of ideas and experiences through the fine arts. These include visual art such as painting and sculpture, crafts such as pottery and drum-making, live performance such as dance, theatre, comedy, storytelling, circus, music, opera, and literary readings, and media arts such as art films and multimedia installations.

**Capital Projects** – Projects for the construction, transformation, or renovation of permanent cultural infrastructure (e.g. theatres, galleries, museums, performing or exhibit spaces, etc.); restoration of artifacts, artworks, or cultural venues; or the permanent acquisition, purchase or installation of specialized equipment, such as sound systems, lighting, display cases, tents, etc., used to support and sustain cultural activities.

**Creative, Diverse and Innovative City, Strategic Priority** – In 2007, Council identified 'Creative, Diverse and Innovative City' as one of the strategic priorities of Council for the 2007-2010 term. This priority is defined as 'capturing the value of London's heritage, culture, arts and diversity,' with a goal to define and strengthen London's unique identity. Additional information regarding this priority, including measures, can be found at [www.london.ca](http://www.london.ca).

**Culture** – (As used in these guidelines) The expression of ideas, experiences, and customs of Canadians or groups of Canadians through the arts, heritage, and festivals.

**Development Funding** – Project funding that is designed to assist eligible applicants in starting and/or building capacity for their new initiative. For example, development funding may be directed towards establishing organizational structure or capacity,

establishing new partnerships or leveraging funding from private donors or other levels of government.

**Eligible Costs, Eligible Expenses** – Expenditures that can be linked directly to the project's objectives. In the context of the Creative City Fund, they may include: fees for consultants and/or contractors for event management, research, writing, editing or translation; fees/costs of preparation and production of celebratory events; fees/costs for design and construction of web sites directly related to the project, reasonable costs of holding meetings directly related to the project, and reasonable travel costs directly related to the project; fees for a project coordinator. The Creative City Fund does not provide funding for existing cultural activities. It only provides funding for new activities, or only those expanded/supplementary portions of existing activities.

**Festivals** – Festivals are a means of bringing ideas, experiences, and customs to a broad public in a concentrated package over a brief period of time. Festivals can occur around many themes or forms of expressions, in both arts and heritage – for example, dance, particular genres of music, film, theatre, particular ethnic traditions, and so on.

**Heritage** – Heritage refers to the natural environment, built environment and to those ideas, experiences, and customs of Canadians or groups of Canadians that are passed on to future generations, and to the means of their preservation and recollection.

**In-Kind Contributions** – Materials or services that are donated to a project by either a third party or by the applicant. An in-kind contribution is considered a real contribution to the total cost of the proposed activities of the project but it is

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not reimbursable, as no money has changed hands. By definition, in-kind contributions are donations and, therefore, there cannot be funding related to in-kind expenses. Donated materials or services may be eligible as an in-kind contribution if they:

- Are essential to a project's success, eligible under the program guidelines and would otherwise be purchased and paid for by the recipient;
- Can be measured at fair value at the date of contribution (fair value would be estimated using market or appraisal values at the date of contribution, i.e. fair value could be determined in relation to the purchase of similar materials and services);
- Are recorded in the recipients accounting books.

Examples of in-kind contributions include event space, salaries of volunteers contributing time to the project, etc.

**Legacy** – acts or actions related to a project that will leave a lasting impression upon the community.

**Outcomes** – The changes brought about as a result of project outputs. Outcomes may occur within organizations, communities, or individuals; they may relate to behaviour, skills, knowledge, attitudes, values, condition, or other attributes. Outcomes must be measurable, either by quantitative or qualitative means. For example, as a result of this project, you anticipate an increase of X% in community participation. There should be a direct relationship between outputs and outcomes.

**Outputs** – the amount of time, energy, work, goods or services put into the project. These outputs should result in your intended outcome(s).