



Glossary Terms for Safe and Clean:

Benefit Tracking- A method to monitor both financial (i.e. grants, funds raised) and non-financial (i.e. volunteers, in-kind donations) contributions to a project, in order to evaluate its financial success.

Leverage Funds- Leverage funding refers to the practice of using borrowed funds or grants to increase returns from an investment or project. For instance, your organization could apply for a P&G Fund grant and receive \$10,000, which could then be used to purchase supplies and materials for a community garden. This \$10,000 would be recorded as a leverage funding line item.

Cash Neighborhood Match- Organizations may contribute non-grant funds as a cash match for the proposal. In-Kind, Volunteer Hours, and grants/leveraged funds cannot be considered as cash matches.

In-kind Neighborhood Donation- The term "in-kind donations" refers to the value of non-cash contributions made towards a project. These contributions can come in the form of personnel, goods, and services, which include both direct and indirect costs. Some examples of in-kind matches may be the donation of supplies, equipment, or the use of vehicles. However, it's important to note that volunteer hours cannot be counted as in-kind contributions since the value of a volunteer's hourly rate differs from that of a contractor's hourly rate.

of Volunteers- Please list anyone who is involved in the project that is volunteering, ie.not being paid, including any children, youth, and adults.

Hours Worked Per Volunteer- Please list the number of hours worked per individual, if multiple folks worked different hours please list those hours.

Total Number of Hours Worked- Is the sum of hours worked per volunteer * (multiplied) by the number of individuals. (i.e 50 hours worked by each volunteer x 14 volunteers = 700 hours total)

Fiscal Agent/Sponsor- A third-party organization that manages financial, reimbursement, and administrative tasks on behalf of another organization.

Partial Funding- Imagine a grant proposal of \$25,000, but the funding committee approves only \$20,000. In this case, \$20,000 is the partial amount of the requested funds.

DOTe- Department of Transportation and Engineering

DPS- Department of Public Services

OES- Office of Environment and Sustainability

CPD- Cincinnati Police Department

B&I- Department of Buildings and Inspections

DCED- Department of Community & Economic Development

CRC- Cincinnati Recreation Commission

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Please don't hesitate to reach out to Ty(ty@keepcincinnatibeautiful.org) with questions!