# Standard conditions for funding
# List of terms 2022/23

### Annual Survey
Provides details of the organisation's audience and/or participant numbers and profiles (physical and digital), staffing statistics, activities including touring, and income and expenditure in accordance with our reporting requirements and standards for data capture.

### Annual Feedback
Consists of the current risk summary and rating based on board papers, ongoing monitoring and organisation's programme of activity.

### Audience Finder
A tool that helps us understand audience behaviours, motivations, experiences, and demographics to inform audience development activity and help increase and diversify audiences. National Portfolio Organisations are required to submit audience data to Audience Finder, unless they have an agreed exemption.

### Board papers
Board papers are used to describe the business items for a board meeting and provide all relevant papers and information to facilitate the meeting, including discussion of all areas of business and a review of progress against the business plan. We expect to see full board papers including artistic, operational and management reports, not just agenda and minutes.

### Data sharing agreements
The funding agreement requires National Portfolio Organisations to enter into mutually agreed data-sharing agreements with any Arts Council funded organisations that they have partnered with during the term of the funding agreement.

### Data sharing questionnaire
Asks for details of data sharing agreements and partnerships negotiated with other Arts Council-funded organisations, for both ticketed and non-ticketed events, during the previous funding year.

### Impact and Insight Toolkit
This toolkit provides arts and cultural organisations with a shared approach to evaluating their work. It uses sets of metrics to explore what audiences, participants, and peers think about a performance, exhibition, or project.

### Risk Register
A document identifying key risks to delivery of the agreed activity and to an organisation's resilience, including those highlighted through our ongoing

monitoring. The risk register should include mitigations that are acceptable to the Arts Council.

**Self Evaluation Toolkit**
This tool kit can help improve the quality of work and increase self-confidence and resilience. It has been developed for people, companies, and partnerships in the arts, cultural, and creative sectors.