

**Office of Lt. Governor  
Department of Culture, Recreation & Tourism  
Funding Agreement Checklist**

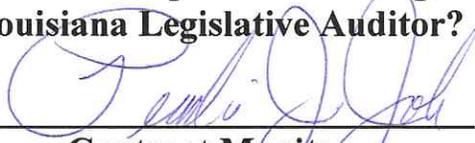
**Agency/Program:** Office of Cultural Development – Division of the Arts

**Recipient:** Little Theatre of Shreveport

- Indicate:**
- Cooperative Endeavor
  - Professional Services Contract
  - Personal Services Contract
  - Consulting Services Contract
  - Social Services Contract
  - Grant: Indicate Specific Program** Stabilization
  - Line Item Appropriation
  - Letter of Agreement

- | Yes                                 | No                       |  |
|-------------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement include budget worksheet?   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement include anticipated uses?   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement include estimated duration of the project?  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement include goals, objectives, and measures of performance?                           |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement indicate requirement of written progress report every six (6) months?             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement notify the recipient of Louisiana Audit Law (R.S.24:513)? (See attached schedule) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Has the comprehensive budget been approved by the appointing authority?                              |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Has the comprehensive budget been properly transmitted to the Louisiana Legislative Auditor?         |

**Signatures:**

  
\_\_\_\_\_  
Contract Monitor

10/27/2011  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Appointing Authority

10-27-11  
\_\_\_\_\_  
Date

DEPARTMENT OF CULTURE, RECREATION AND TOURISM  
Act 12 - Information

OFFICE: Cultural Development – Division of the Arts

Recipient:

Name: Little Theatre of Shreveport  
Address: PO BOX 4853  
City & State: Shreveport, LA 71134  
Contact Name: **Robert K Darrow**  
Telephone Number: (318) 865-5217  
Fax Number: (318) 424-4439

Program Data:

Arts Grant #: FY12-006  
Amount to be Transferred: \$8,000  
Funding Source: State Funds/  
Beginning Date: July 01, 2011  
Ending Date: June 30, 2012

1. Proposed Plan with Detailed Goals and Objectives:

TO SUPPORT LITTLE THEATRE OF SHREVEPORT'S MARKETING  
EXPENSES, TO BECOME MORE VISIBLE IN ALL COMMUNITIES.  
TO UPHOLD OUR MISSION TO CREATE, EDUCATE  
AND PRESENT QUALITY, LIVE THEATRE FOR THE GENERAL  
PUBLIC, INCLUDING CLASSES AND WORKSHOPS IN THE  
PERFORMING ARTS, AND TWELVE PRODUCTIONS  
STAGED.

2. Proposed Performance Measures for the Project:

CRITICAL AND ARTISTIC SUCCESS IS MEASURED BY  
REVIEWS IN THE MEDIA, WRITTEN SURVEYS, AND  
TICKET SALES, ACADEMY ENROLLMENT, MONTHLY  
FISCAL REVIEWS, - BY THE BOARD OF DIRECTORS,  
AUDIT.

3. A COMPREHENSIVE BUDGET showing all anticipated uses of the appropriation MUST BE ATTACHED to this proposal.

4. This project is viable and is operational in accordance with the grant agreement and will serve as the interim report, as required by Act 12.

  
Name and Title

REVISED BUDGET for ATTACHMENT A

Grant: FY2012

Dates: July 1, 2011 - June 30, 2012

Provide a revised budget incorporating the exact grant amount. Unless an amendment is approved, categories in the Final Report Budget will not be allowed to exceed those in this budget.

**INCOME**

1. Admissions,Memberships,Subscriptions	\$ 155,000.
2. Contracted Services Revenues[workshops,presentations]	\$ 47,307.
3. <b>TOTAL EARNED REVENUE</b>	\$ 197,307.
4. Corporate Support[source]	\$
5. Foundation Support[source] <u>THE POWERS FOUNDATION</u>	\$ 2,000.
6. Other Private Support, Fundraising[source] <u>PLAYBILL ADS, DONATION</u>	\$ 44,000.
7. <b>TOTAL CONTRIBUTED REVENUE</b>	\$ 46,000.
8. Federal Government Support[source]	\$ 0.
9. Regional Gov't Support[source]	\$ 0.
10. State Gov't Support[source]	\$ 0.
11. Local/Parish Government Support[source]	\$ 0.
12. Local Arts Agency Support	\$ 4400.
13. <b>TOTAL GOVERNMENT SUPPORT</b>	\$ 4,400.
14. Applicant Cash other than above[source]	\$ 0.
15. <b>SUB-TOTAL</b>	\$ 247,707.
16. DOA Stabilization	\$ 2,000.
17. Other DOA Program Grants (specify) <u>DECENTRALIZED P.A.</u>	\$ 3,851.
18. Total DOA GRANTS (add lines 16 through 18)	\$ 10,851.
19. <b>TOTAL CASH INCOME</b>	\$ 258,558.

EXPENSES (this grant only)	DOA Grant	Cash Match	Total
20. Salaries/Wages/Benefits-Adm	\$	\$ 17,620.	\$ 17,620.
21. Salaries/Wages/Benefits-Artistic	\$	\$ 8,070.	\$ 8,070.
22. Salaries/Wages/Benefits-Tech	\$	\$	\$
23. Payroll Taxes	\$	\$ 9,188.	\$ 9,188.
24. Professional Services-Artistic	\$	\$ 28,000.	\$ 28,000.
25. Professional Fees and Services	\$	\$ 29,920.	\$ 29,920.
26. Production	\$	\$ 44,069.	\$ 44,069.
27. Occupancy /Utilities	\$	\$ 20,800.	\$ 20,800.
28. Equipment Rental and Mainten.	\$	\$ 1,000.	\$ 1,000.
29. Technology and Communication	\$	\$ 9,000.	\$ 9,000.
30. Insurance	\$	\$ 24,000.	\$ 24,000.
31. Supplies	\$	\$ 5,000.	\$ 5,000.
32. Postage and Shipping	\$	\$ 5,000.	\$ 5,000.
33. Marketing	\$ 0,000.	\$ 24,000.	\$ 32,000.
34. Development	\$	\$	\$
35. Travel/Mileage	\$	\$	\$
36. Professional Development	\$	\$ 3,000.	\$ 3,000.
37. Other Expenses	\$	\$ 23,678.	\$ 23,678.
38. <b>TOTAL EXPENSES</b>	\$ 0,000.	\$ 252,345.	\$ 260,345.
39. SURPLUS/DEFICIT	\$	\$	\$ -1,787.
40. ACCUMULATED SURPLUS/DEFICIT	\$	\$	\$ 200,000.
41. In-Kind Donations			\$ 425,500.