

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

**Agency/Program:** Louisiana Serve Commission/AmeriCorps

**Recipient:** Trinity Christian Community

- Indicate:**
- Cooperative Endeavor
  - Professional Services Contract
  - Personal Services Contract
  - Consulting Services Contract
  - Social Services Contract
  - Grant: Indicate Specific Program 06AFHLA001-0025
  - 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:** Patrick L. Roque 9-16-10  
Contract Monitor Date

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

**TCC**  
**Trinity Christian Community**

Application ID: 10AC119595

Budget Dates:

	Total Amt	CNCS Share	Grantee Share
<b>Section I. Program Operating Costs</b>			
A. Personnel Expenses	103,350	32,630	70,720
B. Personnel Fringe Benefits	27,667	8,440	19,227
C. Travel			
Staff Travel	1,000	0	1,000
Member Travel			
Total	<u>\$1,000</u>	<u>\$0</u>	<u>\$1,000</u>
D. Equipment			
E. Supplies	5,000	0	5,000
F. Contractual and Consultant Services			
G. Training			
Staff Training	1,500	0	1,500
Member Training	2,900	1,000	1,900
Total	<u>\$4,400</u>	<u>\$1,000</u>	<u>\$3,400</u>
H. Evaluation	5,000	3,800	1,200
I. Other Program Operating Costs	44,103	1,719	42,384
Travel to CNCS-Sponsored Meetings	0	0	0
Total	<u>\$44,103</u>	<u>\$1,719</u>	<u>\$42,384</u>
<b>Section I. Subtotal</b>	<b>\$190,520</b>	<b>\$47,589</b>	<b>\$142,931</b>
<b>Section I Percentage</b>		<b>25%</b>	<b>75%</b>
<b>Section II. Member Costs</b>			
A. Living Allowance			
Full Time (1700 hrs)	389,400	295,944	93,456
1-Year Half Time (900 hours)	0	0	0
Reduced Half Time (675 hrs)	0	0	0
Quarter Time (450 hrs)	0	0	0
Minimum Time (300 hrs)	0	0	0
2-Year Half Time (2nd Year)	0	0	0
2-Year Half Time (1st Year)	0	0	0
Total	<u>\$389,400</u>	<u>\$295,944</u>	<u>\$93,456</u>
B. Member Support Costs			
FICA for Members	29,790	22,640	7,150
Worker's Compensation	19,800	15,048	4,752
Health Care	62,073	47,175	14,898
Total	<u>\$111,663</u>	<u>\$84,863</u>	<u>\$26,800</u>
<b>Section II. Subtotal</b>	<b>\$501,063</b>	<b>\$380,807</b>	<b>\$120,256</b>
<b>Section II. Percentages</b>		<b>76%</b>	<b>24%</b>
<b>Section III. Administrative/Indirect Costs</b>			
A. Corporation Fixed Percentage			
Corporation Fixed Amount	0	0	0
Commission Fixed Amount	4,498	4,498	0
Total	<u>\$4,498</u>	<u>\$4,498</u>	<u>\$0</u>
B. Federally Approved Indirect Cost Rate			
<b>Section III. Subtotal</b>	<b>\$4,498</b>	<b>\$4,498</b>	<b>\$0</b>
<b>Section III Percentage</b>		<b>100%</b>	<b>0%</b>
<b>Section I + III. Funding Percentages</b>		<b>27%</b>	<b>73%</b>
<b>Budget Totals</b>	<b>\$696,081</b>	<b>\$432,894</b>	<b>\$263,187</b>
<b>Budget Total Percentage</b>		<b>62%</b>	<b>38%</b>
<b>Required Match</b>		<b>24%</b>	
<b># of years Receiving CNCS Funds</b>		<b>3</b>	