

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

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

**Recipient:** City Year Louisiana

- Indicate:**
- Cooperative Endeavor
  - Professional Services Contract
  - Personal Services Contract
  - Consulting Services Contract
  - Social Services Contract
  - Grant: Indicate Specific Program 09ACHLA001-0002
  - 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  
Contract Monitor

9-16-10  
Date

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

\_\_\_\_\_  
Date

## City Year Louisiana

### City Year, Inc.

Application ID: 10AC108327

Budget Dates: 07/12/2010 - 07/11/2011

|   | Total Amt                 | CNCS Share              | Grantee Share           |
|---|---------------------------|-------------------------|-------------------------|
| <b>Section I. Program Operating Costs</b>         |                           |                         |                         |
| A. Personnel Expenses                             | 487,015                   | 267,859                 | 219,156                 |
| B. Personnel Fringe Benefits                      | 97,403                    | 53,572                  | 43,831                  |
| C. Travel   |                           |                         |                         |
| Staff Travel                                      | 8,770                     | 1,263                   | 7,507                   |
| Member Travel                                     | 33,271                    | 16,560                  | 16,711                  |
| Total   | <u>\$42,041</u>           | <u>\$17,823</u>         | <u>\$24,218</u>         |
| D. Equipment                                      |                           |                         |                         |
| E. Supplies                                       | 51,216                    | 6,690                   | 44,526                  |
| F. Contractual and Consultant Services            |                           |                         |                         |
| G. Training                                       |                           |                         |                         |
| Staff Training                                    | 3,250                     | 1,788                   | 1,462                   |
| Member Training                                   | 12,075                    | 7,192                   | 4,883                   |
| Total   | <u>\$15,325</u>           | <u>\$8,980</u>          | <u>\$6,345</u>          |
| H. Evaluation                                     | 10,800                    | 0                       | 10,800                  |
| I. Other Program Operating Costs                  | 59,031                    | 38,275                  | 20,756                  |
| Travel to CNCS-Sponsored Meetings                 | 0                         | 0                       | 0                       |
| Total   | <u>\$59,031</u>           | <u>\$38,275</u>         | <u>\$20,756</u>         |
| <b>Section I. Subtotal</b>                        | <b><u>\$762,831</u></b>   | <b><u>\$393,199</u></b> | <b><u>\$369,632</u></b> |
| <b>Section I Percentage</b>                       |                           | <b>52%</b>              | <b>48%</b>              |
| <b>Section II. Member Costs</b>                   |                           |                         |                         |
| A. Living Allowance                               |                           |                         |                         |
| Full Time (1700 hrs)                              | 660,024                   | 396,000                 | 264,024                 |
| 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>\$660,024</u>          | <u>\$396,000</u>        | <u>\$264,024</u>        |
| B. Member Support Costs                           |                           |                         |                         |
| FICA for Members                                  | 50,490                    | 30,294                  | 20,196                  |
| Worker's Compensation                             | 4,296                     | 2,592                   | 1,704                   |
| Health Care                                       | 54,900                    | 32,940                  | 21,960                  |
| Total   | <u>\$109,686</u>          | <u>\$65,826</u>         | <u>\$43,860</u>         |
| <b>Section II. Subtotal</b>                       | <b><u>\$769,710</u></b>   | <b><u>\$461,826</u></b> | <b><u>\$307,884</u></b> |
| <b>Section II. Percentages</b>                    |                           | <b>60%</b>              | <b>40%</b>              |
| <b>Section III. Administrative/Indirect Costs</b> |                           |                         |                         |
| A. Corporation Fixed Percentage                   |                           |                         |                         |
| Corporation Fixed Amount                          | 189,251                   | 35,997                  | 153,254                 |
| Commission Fixed Amount                           | 8,978                     | 8,978                   | 0                       |
| Total   | <u>\$198,229</u>          | <u>\$44,975</u>         | <u>\$153,254</u>        |
| B. Federally Approved Indirect Cost Rate          |                           |                         |                         |
| <b>Section III. Subtotal</b>                      | <b><u>\$198,229</u></b>   | <b><u>\$44,975</u></b>  | <b><u>\$153,254</u></b> |
| <b>Section III Percentage</b>                     |                           | <b>23%</b>              | <b>77%</b>              |
| <b>Section I + III. Funding Percentages</b>       |                           | <b>46%</b>              | <b>54%</b>              |
| <b>Budget Totals</b>                              | <b><u>\$1,730,770</u></b> | <b><u>\$900,000</u></b> | <b><u>\$830,770</u></b> |
| <b>Budget Total Percentage</b>                    |                           | <b>52%</b>              | <b>48%</b>              |
| <b>Required Match</b>                             |                           | <b>26%</b>              |                         |
| <b># of years Receiving CNCS Funds</b>            |                           | <b>4</b>                |                         |