

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

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

Recipient: St. Tammany Parish Art Association

- Indicate:**
- Cooperative Endeavor
 - Professional Services Contract
 - Personal Services Contract
 - Consulting Services Contract
 - Social Services Contract
 - Grant: Indicate Specific Program
 - 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

11-27-2012

Date



Appointing Authority

11-27-12

Date

DEPARTMENT OF CULTURE, RECREATION AND TOURISM
Act 13 - Information

OFFICE: Cultural Development – Division of the Arts

Recipient:

Name: St. Tammany Art Association
Address: 320 N. Columbia Street
City & State: Covington, LA 70433
Contact Name: Ms. Monk
Telephone Number: 9858928650
Fax Number: 9858980976

Program Data:

Arts Grant #: FY13-015
Amount to be
Transferred: \$4,050.00
Funding Source: State Funds | 5301 & Federal Funds | 5204
Beginning Date: July 1, 2012
Ending Date: June 30, 2013

1. **Proposed Plan with Detailed Goals and Objectives:**

Our goals and objectives have not changed from our original grant submission. We plan to fulfill our 2013 Exhibition schedule, regular educational programming, community events and fundraisers.

2. **Proposed Performance Measures for the Project:**

We will continue to count attendance at all of our events and conduct informal surveys by volunteers and staff during and after events as a means to measure their success.

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 13.

REVISED BUDGET for ATTACHMENT A

Grant: FY2013

Dates: July 1, 2012 – June 30, 2013

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	\$ 43,762 ⁻
2. Contracted Services Revenues[workshops,presentations]	\$ 89,478 ⁻
3. TOTAL EARNED REVENUE	\$ 133,240 ⁻
4. Corporate Support[source]	\$ 56,183 ⁻
5. Foundation Support[source]	\$ -
6. Other Private Support, Fundraising[source] <i>Individuals, Board, Auctions</i>	\$ 19,014.50
7. TOTAL CONTRIBUTED REVENUE	\$ 75,197.50
8. Federal Government Support[source]	\$ -
9. Regional Gov't Support[source]	\$ -
10. State Gov't Support[source]	\$ -
11. Local/Parish Government Support[source]	\$ 19,188 ⁻
12. Local Arts Agency Support	\$ -
13. TOTAL GOVERNMENT SUPPORT	\$ 19,188 ⁻
14. Applicant Cash other than above[source]	\$ -
15. SUB-TOTAL	\$ -
16. DOA Stabilization	\$ 4,050 ⁻
17. Other DOA Program Grants (specify)	\$ -
18. Total DOA GRANTS (add lines 16 through 18)	\$ 4,050 ⁻
19. TOTAL CASH INCOME	\$ 231,675.50

EXPENSES (this grant only)	DOA Grant	Cash Match	Total
20. Salaries/Wages/Benefits-Adm	\$ 4,050 ⁻	\$ 4,050 ⁻	\$ 8,100 ⁻
21. Salaries/Wages/Benefits-Artistic	\$	\$	\$
22. Salaries/Wages/Benefits-Tech	\$	\$	\$
23. Payroll Taxes	\$	\$	\$
24. Professional Services-Artistic	\$	\$	\$
25. Professional Fees and Services	\$	\$	\$
26. Production	\$	\$	\$
27. Occupancy /Utilities	\$	\$	\$
28. Equipment Rental and Mainten.	\$	\$	\$
29. Technology and Communication	\$	\$	\$
30. Insurance	\$	\$	\$
31. Supplies	\$	\$	\$
32. Postage and Shipping	\$	\$	\$
33. Marketing	\$	\$	\$
34. Development	\$	\$	\$
35. Travel/Mileage	\$	\$	\$
36. Professional Development	\$	\$	\$
37. Other Expenses	\$ 4,050 ⁻	\$ 4,050 ⁻	\$ 8,100 ⁻
38. TOTAL EXPENSES	\$	\$	\$
39. SURPLUS/DEFICIT	\$	\$	\$
40. ACCUMLATED SURPLUS/DEFICIT	\$	\$	\$
41. In-Kind Donations			\$