

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

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

**Recipient:** Louisiana Partnership for the Arts

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

**Yes    No**

- Does the agreement include budget worksheet?
- Does the agreement include anticipated uses?
- Does the agreement include estimated duration of the project?
- Does the agreement include goals, objectives, and measures of performance?
- Does the agreement indicate requirement of written progress report every six (6) months?
- Does the agreement notify the recipient of Louisiana Audit Law (R.S.24:513)? (See attached schedule)
- Has the comprehensive budget been approved by the appointing authority?
- Has the comprehensive budget been properly transmitted to the Louisiana Legislative Auditor?

**Signatures:**

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

10-13-11  
\_\_\_\_\_  
Date

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

10-26-11  
\_\_\_\_\_  
Date

DEPARTMENT OF CULTURE, RECREATION AND TOURISM  
Act 12 - Information

OFFICE: Cultural Development – Division of the Arts

Recipient:

Name: Louisiana Partnership for the Arts  
Address: 4030 Front Street, Suite B  
City & State: Winnsboro, LA 71295  
Contact Name: Naomi C Cordill  
Telephone Number: (318) 435-0029  
Fax Number: (-000) 000-0028

Program Data:

Arts Grant #: FY12-001  
Amount to be Transferred: \$45,000  
Funding Source: State Funds/  
Beginning Date: July 01, 2011  
Ending Date: June 30, 2012

1. Proposed Plan with Detailed Goals and Objectives:

PER Attached

2. Proposed Performance Measures for the Project:

PER Attached

- 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.

Christa Weeks, Chair  
Name and Title

## Act 12 Information

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

Louisiana Partnership for the Arts plays the role of guide, facilitator, and catalyst, promoting and expanding cultural awareness in the state. Establishing positive relationships with the artists, arts organizations, community at large, tourism industry, and government agencies, LPN serves as a cultural liaison to develop new opportunities and partnerships. Our goals include:

- Developing young leadership by providing opportunities for specialized leadership development.
- Expanding networking and development opportunities through additions to website for particular interests/needs (eg public art, presenting, Arts in Education)
- Scheduling interest group meetings before/after LPA meetings to maximize participant investment of time.
- Maximize partnerships for Arts in Education by expanding participation in webinars and educating administrators and public on the ICI successes..

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

Following its established tradition, the members of the LPA's standing and ad hoc committees meet on a timely basis to determine the success of each program, accommodating necessary changes as determined by feedback from constituency and through observations of individual committee members. Recommendations are implemented as quickly as feasible or are incorporated into long range planning.

**REVISED BUDGET**

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	\$	_____
2. Contracted Services Revenues [workshops, presentations]	\$	_____
3. TOTAL EARNED REVENUE	\$	_____
4. Corporate Support [source]	\$	_____
5. Foundation Support [source]	\$	_____
6. Other Private Support, Fundraising [source] <u>AFTA</u>	\$	<u>1,000</u>
7. TOTAL CONTRIBUTED REVENUE	\$	_____
8. Federal Government Support [source]	\$	_____
9. Regional Gov't Support [source]	\$	<u>10,000</u>
10. State Gov't Support [source] <u>FINAL PAYMENT FY 11</u>	\$	_____
11. Local/Parish Government Support [source]	\$	_____
12. Local Arts Agency Support	\$	_____
13. TOTAL GOVERNMENT SUPPORT	\$	_____
14. Applicant Cash other than above [source]	\$	_____
15. SUB-TOTAL	\$	_____
16. DOA Stabilization	\$	_____
17. Other DOA Program Grants (specify) <u>SPECIAL INITIATIVE</u>	\$	<u>45,000</u>
18. Total DOA GRANTS (add lines 16 through 18)	\$	_____
19. TOTAL CASH INCOME	\$	<u>56,000</u>

EXPENSES (this grant only)	DOA Grant	Cash Match	Total
20. Salaries/Wages/Benefits-Adm	\$	\$	\$
21. Salaries/Wages/Benefits-Artistic	\$	\$	\$
22. Salaries/Wages/Benefits-Tech	\$	\$	\$
23. Payroll Taxes	\$	\$	\$
24. Professional Services-Artistic	\$ <u>30,000</u>	\$	\$ <u>30,000</u>
25. Professional Fees and Services	\$	\$	\$
26. Production	\$	\$	\$
27. Occupancy /Utilities	\$	\$	\$
28. Equipment Rental and Mainten.	\$	\$	\$
29. Technology and Communication	\$ <u>2,300</u>	\$	\$ <u>2,300</u>
30. Insurance	\$	\$	\$
31. Supplies	\$	\$ <u>250</u>	\$ <u>250</u>
32. Postage and Shipping	\$	\$ <u>250</u>	\$ <u>250</u>
33. Marketing	\$	\$ <u>2,700</u>	\$ <u>2,700</u>
34. Development	\$	\$	\$
35. Travel/Mileage	\$ <u>12,700</u>	\$ <u>1,400</u>	\$ <u>14,100</u>
36. Professional Development	\$	\$ <u>5,700</u>	\$ <u>5,700</u>
37. Other Expenses	\$	\$ <u>700</u>	\$ <u>700</u>
38. TOTAL EXPENSES	\$ <u>45,000</u>	\$ <u>11,000</u>	\$ <u>56,000</u>
39. SURPLUS/DEFICIT	\$	\$	\$
40. ACCUMULATED SURPLUS/DEFICIT	\$	\$	\$
41. In-Kind Donations			\$