

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

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

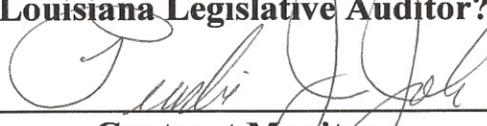
Recipient: The Assumption Council on Aging

- 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

3-19-14

Date



Appointing Authority

3-19-14

Date

DEPARTMENT OF CULTURE, RECREATION AND TOURISM
Act 14 - Information

OFFICE: Cultural Development – Division of the Arts

Recipient:

Name: The Assumption Council on Aging
Address: P. O. Box 310
City & State: Napoleonville, LA 70390
Contact Name: Rosa Lou Molaison
Telephone Number: 985. 369-7961
Fax Number: 985. 369-9884

Program Data:

Arts Grant #: FY14-035
Amount to be
Transferred: \$373.00
Funding Source: State Funds 5414 | Federal Funds 5303
Beginning Date: July 1, 2013
Ending Date: June 30, 2014

1. Proposed Plan with Detailed Goals and Objectives:

The Assumption Council on Aging respectfully requests \$373 to underwrite on-going ceramics classes in a program entitled, "Enhancing the Golden Years with Artistic Expression". Ceramic Classes are every Tuesday from 9 am to 4pm. The classes are held in Napoleonville, LA at the Senior Center located at 166 Hwy 1008, Napoleonville, LA 70390. The Art Projects consists of ceramic classes for persons 60 and over. A wide range of green ware is made available, along with the necessary paints and supplies. The firings of their pieces are done in the Council's kiln for the art project. Trips are scheduled to Des Allemands, La at Wagon Wheel Ceramics where the group members will make a day of shopping for items to complete. This art project gets the elderly out of the confines of their homes and into a friendly creative environment where they can interact with other artists and where they can feel a sense of accomplishment as they are allowed free artistic expression. We have instructors and guidance from other participating individuals.

Our goals include:

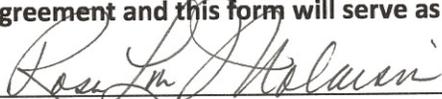
- Expand general knowledge about ceramics to participants
- Engage the elderly to get them out of the confines of their homes
- Give participants a sense of accomplishment through artistic expression

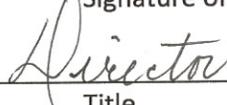
2. Proposed Performance Measures for the Project:

- Attendance for classes will be tracked

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

4. This project is viable in accordance with the grant agreement and this form will serve as the report, as required by Act 14.



Signature of Grantee's Authorized Official


Title

FY 2013 #130304003

TOTAL PROJECT BUDGET AND GRANT REQUEST

See directions on page 10 for completing the project budget (lines 40 through 68).

REVENUE	CASH
40. Admissions, Memberships, Subscriptions	
41. Contracted Services (workshops, packaged presentations, etc.)	\$400.00
42. Other Applicant Cash: <i>List Source</i>	
43. Corporate Support: <i>List Source</i>	
44. Foundation Support: <i>List Source</i>	
45. Fundraising	\$600.00
46. Federal: <i>List Source</i>	
47. State: <i>List Source</i>	
48. Regional: <i>List Source</i>	
49. Local: <i>List Source</i>	
50. SUB-TOTAL	\$1,000.00
51. Decentralized Arts Funding Grant Request	\$5,400.00
52. TOTAL REVENUE (Must match line 68. Total Expenses)	\$6,400.00

EXPENSES	GRANT	CASH	TOTAL
53. Personnel – Administrative			\$ 0.00
54. Personnel – Artistic			\$ 0.00
55. Personnel – Tech/Production			\$ 0.00
56. Fiscal Agent Fees			\$ 0.00
57. Outside Professional Services – Artistic	\$1,100.00	\$400.00	\$1,500.00
58. Outside Professional Services – Other			\$ 0.00
59. Utilities			\$ 0.00
60. Space Rental			\$ 0.00
61. Travel			\$ 0.00
62. Marketing (promotion, print)			\$ 0.00
63. Equipment Rental			\$ 0.00
64. Supplies and Materials *	\$4,300.00	\$600.00	\$4,900.00
65. Postage/Shipping			\$ 0.00
66. Insurance			\$ 0.00
67. Other: <i>List</i>			\$ 0.00
68. TOTAL EXPENSES	\$5,400.00	\$1,000.00	\$6,400.00

(Must match line 52 Total Revenue)

* If supplies and materials exceed \$500, attach a detailed breakdown of expenses.

69. IN-KIND SUPPORT (list source, contribution and cash equivalent)

For example: Source: ABC Printing, Inc./Marketing Contribution: Flyers and Street Banners. Cash Equivalent: \$575.00. The ABC Printing company is donating the materials for flyers that will be used in a mailing and street banners that will hang above main street the day of the event.

Source (List Budget Category or Company)	Contribution (Item or Hours)	Cash Equivalent (\$)
TOTAL IN-KIND SUPPORT:		\$ 0.00