

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

**Agency/Program:** DCRT/OCD/Division of Historic Preservation/Main Street

**Recipient:** City of Alexandria  
Alexandria Historic Preservation Commission  
P. O. Box 71  
Alexandria, LA 71309

- Indicate:**
- Cooperative Endeavor
  - Professional Services Contract
  - Personal Services Contract
  - Consulting Services Contract
  - Social Services Contract
  - Grant: Indicate Specific Program – HPF Federal Funds
  - 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

  
Date

  
Appointing Authority

  
Date

**CITY OF ALEXANDRIA  
HISTORIC STRUCTURES SURVEY OF  
ALEXANDRIA HISTORIC DISTRICT NO. 3  
(QUADRANTS B & D)**

**BUDGET**

**July 1, 2011 – June 30, 2012**

	<b>MATCH</b>	<b>GRANT AWARD</b>	<b>TOTAL</b>
<b>Personnel</b>			
Principal Investigator – ~40% of time @ \$26,000 annually	5,000	5,000	10,000
<b>TOTALS</b>	<b>5,000</b>	<b>5,000</b>	<b>10,000</b>
<b>FEDERAL GRANT AMOUNT</b>	<b>\$5,000</b>		
<b>CASH/IN-KIND MATCH</b>	<b>\$5,000</b>		
<b>TOTAL PROJECT COST</b>	<b>\$10,000</b>		