

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

Agency/Program: DCRT/OCD/ARTS/MAIN STREET

**Recipient: City of Donaldsonville
P. O. Box 346
Donaldsonville, LA 70346**

- Indicate:**
- Cooperative Endeavor
 - Professional Services Contract
 - Personal Services Contract
 - Consulting Services Contract
 - Social Services Contract
 - Grant: Indicate Specific Program – State General Fund**
 - 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

1/11/12
Date


Appointing Authority

1-10-12
Date

Final Payment Request

Name of Main Street Community Donaldsonville

Please complete the final budget for your 2011 Louisiana Main to Main event(s). Photocopies of labeled receipts supporting all expenditures must be attached to this page.

| Louisiana Main to Main 2011 Final Budget | |
|--|-------------------|
| Sources of Cash: | |
| Main to Main Grant Award | \$4,500.00 |
| Other Sources of Cash- list all other sources of cash funding | |
| Ornament Sales | 1008.00 |
| Carriage Ride Tickets | 435.00 |
| Bell Ornaments | 100.00 |
| | |
| Total from Other Sources- must equal a minimum of 25% of grant award | 1623.00 |
| Total Sources of Cash – Must equal “Total from Other Sources” + \$4,500 Grant Award | \$6123.00 |
| Uses of Cash: List all projected expenses that will be paid using the above sources of cash. Total Uses should be equal to Total Sources. | |
| Musicians | 900.00 ✓ |
| Security | 168.00 ✓ |
| Decorations, giveaways, supplies, usable for multiple years | 594.41 ✓ |
| Carriages | 1600.00 ✓ |
| Commemorative Ornaments | 1224.60 ✓ |
| Advertising and Marketing | |
| | |
| Total Uses of Cash | \$ 4462.01 |
| In-kind Contributions: Please estimate the dollar value for all in-kind contributions. Volunteer hours should be calculated at a rate of \$18.77/hr. Please note the number of volunteers and total hours | |
| 15 volunteers @ 6 hours | 1689.30 |
| 5 volunteers @20 hours | 1877.00 |
| 14 musicians @ 1.5 hours donated each (averaged 75.00 for 1.5hour) | 1050.00 |
| In kind snacks & refreshments for DDD office and carriage table | 300.00 |
| In kind refreshments for volunteers and musicians | 300.00 |
| In kind graphic artist time averaged at 4 hours @ 50.00 an hour | 200.00 |
| | |
| Total Value of In-Kind Contributions | \$ |

OKAY TO PAY
AWS
12-21-11

Final Payment Amount Requested \$ 4,500 Signature _____