

**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 Lake Charles
326 Pujoe Street, 7th Floor
Lake Charles, LA 70601**

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

Johnny Bridges
Contract Monitor

5/9/13
Date

Pam Brewster
Appointing Authority

5-9-13
Date

CITY OF LAKE CHARLES
CERTIFIED LOCAL GOVERNMENT PROGRAM
CITY OF LAKE CHARLES - CLG TRAINING & EDUCATIONAL WORKSHOP

BUDGET

January 1, 2013 – March 31, 2013

BUDGET CATEGORIES	GRANT AWARD	CASH MATCH	TOTAL
Speakers Fees	1,775.00		1,775.00
Food for Training Session	100.00		100.00
TOTAL	1,875.00		1,875.00

FEDERAL GRANT AMOUNT	\$ 1,875.00
CASH MATCH	\$ 0.00
TOTAL PROJECT COST	\$ 1,875.00

Travel will be reimbursed in accordance with state travel regulations, PPM-49 Revised.

