

**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 Leesville
101 West Lee Street
Leesville, LA 71446

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

Jammy Bucpis
Contract Monitor

10/17/12
Date

Pam Beau
Appointing Authority

10-17-12
Date

**CITY OF LEESVILLE MAIN STREET, INC.
URBAN MAIN STREET OPERATING GRANT
CITY OF LEESVILLE MAIN STREET PROGRAM
*July 1, 2012 - June 30, 2013***

BUDGET

CATEGORIES	GRANT AWARD	MATCH	TOTAL BUDGET
Manager Salary	\$ 13,000	\$ 19,500	\$ 32,500
Benefits	\$ 3,000	\$ 5,171	\$ 8,171
Travel	\$	\$ 4,000	\$ 4,000
Events	\$	\$ 4,000	\$ 4,000
Phone & Internet	\$	\$ 650	\$ 650
Farmers Market	\$	\$ 3,000	\$ 3,000
Supplies	\$	\$ 200	\$ 200
TOTALS	\$ 16,000	\$ 36,521	\$ 52,521

Travel expenses will be reimbursed in accordance with the revised 2012-2013 state travel regulations, PPM-49, which can be found at:

www.doa.louisiana.gov/osp/travel/travelpolicy.htm