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

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

Recipient: City of Minden

Indicate:

- (●) **Cooperative Endeavor**
- ( ) **Professional Services Contract**
- ( ) **Personal Services Contract**
- ( ) **Consulting Services Contract**
- ( ) **Social Services Contract**
- ( ) **Grant: Indicate Specific Program** [ ]
- ( ) **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: Vanessa Lidbetter — 12/17/10
Contract Monitor — **Date**

Pam Boreaux — 12-22-10
Appointing Authority — **Date**

ATTACHMENT B"
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Project Budget (2009-2010)

CITY OF MINDEN

Anticipated Income or Revenue

Sources	Amounts
DCRT - LINE ITEM APPROPRIATION	$23,110.00
TOTAL	$23,110.00

Anticipated Expenses

Expense Categories	Total Amount	Amount of Line Item Appropriation
Local Façade Grants	$12,000.00	$12,000.00
Professional & Contract Services	$ 4,750.00	$ 4,750.00
Operating Expenses-Printing	$ 5,160.00	$ 5,160.00
Acquisitions and Repairs	$ 500.00	$ 500.00
Supplies & Materials-Planters	$ 700.00	$ 700.00
Totals	$23,110.00	$23,110.00

(Budget categories listed above reflect a typical budget and may be adjusted by the agency and recipient to reflect actual categories necessary for each individual program. Salaries and Professional & 0ther Contract Services shall be detailed using pages 2 and 3 of Attachment B).