

**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 Monroe
P. O. Box 123
Monroe, LA 71210

- Indicate:**
- Cooperative Endeavor
 - Professional Services Contract
 - Personal Services Contract
 - Consulting Services Contract
 - Social Services Contract
 - Grant: Indicate Specific Program – Federal - 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: *Sammy Bridges*
Contract Monitor

11/6/14
Date

Pam Brewer
Appointing Authority

11-7-14
Date

**CITY OF MONROE
CERTIFIED LOCAL GOVERNMENT
SURVEY OF MONROE HISTORIC DISTRICTS
MONROE, LOUISIANA**

BUDGET

July 1, 2014 – June 30, 2015

	GRANT FUNDS	CASH MATCH	IN-KIND MATCH	TOTAL
Personnel				
Principal Investigator (100% of time @ \$4,900 monthly)	2,450	2,450		4,900
Assistant (4 hours @ \$25/hour)			100	100
General Expenses				
Supplies/Materials	100			100
Report Preparation	250	250		500
Printing/Copying/Advertising	200	200		400
TOTALS	3,000	2,900	100	6,000
FEDERAL GRANT AMOUNT	\$ 3,000			
CASH/IN-KIND MATCH	\$ 3,000			
TOTAL PROJECT COST	\$ 6,000			

Travel expenses will be reimbursed according to the revised state travel regulations listed in PPM-49.