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

Agency/Program: DCRT/OCD/Division of Historic Preservation

Recipient: City of Ponchatoula

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	
☑	☐	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: Tammy Bridges _____ 3/2/11 _____
Contract Monitor **Date**

Pam Breaux _____ _____
Appointing Authority **Date**

Final Payment Request

Name of Main Street Community - Ponchatoula_____

Please complete the final budget for your 2010 Louisiana Main to Main event(s). Photocopies of labeled receipts supporting all expenditures must be attached to this page.

Louisiana Main to Main 2010 Final Budget	
Sources of Cash:	
Main to Main Grant Award	**$1,400.00**
Other Sources of Cash- list **all** other sources of cash funding	
TVCB	**$2000.00**
Booth Rental	$14000.00
Total from Other Sources- must equal a minimum of 25% of grant award	
Total Sources of Cash – Must equal "Total from Other Sources" + $1,400 Grant Award	**$17400.00**
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.	
Marketing	$11000.00
Security	~~$2160.00~~ 1260
Band	$700.00
Electrician Installation & Removal	$385.00
Supplies & Decorations	$373.00
Golf Cart Rental	$300.00
Port a lets	~~$374.00~~
Casual Labor	$472.00
Postage	$88.00
Historian	$75.00
Printing	$843.00
Insurance	$440.00
Total Uses of Cash	**$ ~~17210.00~~** 15,935
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	
75 Volunteers 6000 hs x $18.77 =	**$112620.00**
Total Value of In-Kind Contributions	**$ 112620.00**

OKAY TO PAY
RWS
01-25-11

Final Payment Amount Requested $ 1400.00 Signature _____