

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

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

**Recipient: Terrebonne Parish Consolidated Government
P. O. Box 2768
Houma, LA 70361**

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

11/26/13
Date

Pam Brown
Appointing Authority

11/27/13
Date

BUDGET
TERREBONNE PARISH CONSOLIDATED GOVERNMENT
HISTORIC STRUCTURES SURVEY
CITY OF HOUMA HISTORIC DISTRICT
TERREBONNE PARISH, LOUISIANA

September 1, 2013 - June 30, 2014

| | GRANT FUNDS | CASH INKIND MATCH | TOTAL |
|--|------------------------|----------------------------------|---------------|
| Personnel | | | |
| Principal Investigator – 384 hrs. @ \$30/hr. | 11,500 | | 11,500 |
| Travel | | | |
| Mileage (~8,000 mi. @ \$.51/mi.) | | 4,000 | |
| General Expenses | | | |
| Photo Development | | 4,000 | |
| Supplies | | 2,500 | |
| Other Expenses | | | |
| Accounting | | 1,500 | |
| Books, Dues, and Subscriptions | 500 | | 500 |
| TOTALS | 12,000 | 12,000 | 24,000 |

| | |
|-----------------------------|------------------|
| FEDERAL GRANT AMOUNT | \$ 12,000 |
| CASH/IN-KIND MATCH | \$ 12,000 |
| TOTAL PROJECT COST | \$ 24,000 |

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