

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

Agency/Program: Louisiana Serve Commission/Learn & Serve K-12

Recipient: *Lincoln Parish School Board / Dubach Childhood Obesity Prevention*

- Indicate:**
- Cooperative Endeavor
 - Professional Services Contract
 - Personal Services Contract
 - Consulting Services Contract
 - Social Services Contract
 - Grant: Indicate Specific Program 09KSWLA002
 - 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 type="checkbox"/> | <input type="checkbox"/> | Has the comprehensive budget been approved by the appointing authority? |
| <input type="checkbox"/> | <input type="checkbox"/> | Has the comprehensive budget been properly transmitted to the Louisiana Legislative Auditor? |

Signatures: *Patrick L. Roque*
Contract Monitor

12-29-10
Date

Appointing Authority

Date

2010-11 Learn and Serve America Grant Application

Deadline: April 15, 2010 - 4:00 pm

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2010-11 Learn and Serve Budget

APPROVED: HR 9-30-10

AMOUNT: \$ 1,268.00

MATCH (generate/exceed) as per grant app: \$ 1,004.00

ND21645

Childhood Obesity Prevention
Dubach High School

Budget and Sustainability 20% of evaluation

Budget Items and Explanation	Learn & Serve Amount	Cash Match	In-kind Match
Salaries <i>(include related benefits, but can not exceed 20% of Learn & Serve Funds)</i>			
Classroom substitute while conducting service-learning program 0 days x 1 substitute @ \$0 rate/day = \$0 <i>(rounded to nearest dollar)</i>	0	0	0
Fall Training Conference (Mandatory Attendance for 1 Coordinator) 1 days x 1 substitute @ \$ 75 rate/day = \$75 <i>(rounded to nearest dollar)</i>	75	0	75
National Service Learning Conference (Optional Attendance for 1 coordinator) 0 days x 1 substitute @ \$0 rate/day = \$0 <i>(rounded to nearest dollar)</i>	0	0	0
1)	0	0	0
2)	0	0	0
3)	0	0	0
4)	0	0	0
5)	0	0	0
<i>Learn and Serve Amounts for Salaries can not exceed 20% of the Total Funding Requested.</i>			
Salaries Sub-Totals	\$75	\$0	\$75
Purchased Professional & Technical Services <i>(state what consultant is to be used for in the description)</i>			
1)	0	0	0
2)	0	0	0
3)	0	0	0
4)	0	0	0

5)		0	0	0
Purchased Professional & Technical Services Sub-Totals		\$0	\$0	\$0

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2010-11 Learn and Serve America Grant Application

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ND21645	Childhood Obesity Prevention Dubach High School		
Budget and Sustainability <i>continued</i>			
Budget Items and Explanation	Learn & Serve Amount	Cash Match	In-kind Match
Transportation and Other Travel <i>(Transportation to conduct service activities; travel to attend meetings, conferences, etc. - includes mileage, airfare, meals, and lodging.)</i>			
Bus Transportation (transporting students to activity sites) 0 round trips to site @ \$ 0 rate/round trip = \$0 <i>(rounded)</i>	0	0	0
Provide brief details on transporting students to site:			
2010 Fall Training Conference in Baton Rouge (Mandatory)			
<i>Mandatory FALL CONFERENCE in Baton Rouge</i> Hotel: 2 night(s) @ \$119 per night = \$238	119	0	119
<i>Mandatory FALL CONFERENCE in Baton Rouge</i> Meals: 2 day(s) @ \$23 per day = \$46 <i>(This amount includes breakfast & dinner. Lunch will be provided the day of the conference)</i>	0	0	46
<i>Mandatory FALL CONFERENCE in Baton Rouge</i> Mileage: 460 mi. round trip to B.R. @ \$0.48^{.48}/mile = \$221 <i>(rounded)</i>	110	0	111
2011 National Conference (Atlanta, GA) (Optional)			
<i>2011 National Conference (Atlanta, GA) (optional)</i> Registration: \$0	0	0	0
<i>2011 National Conference (Atlanta, GA) (optional)</i> Airfare: \$0	0	0	0
<i>2011 National Conference (Atlanta, GA) (optional)</i> Ground Transportation: \$0	0	0	0
<i>2011 National Conference (Atlanta, GA) (optional)</i> Hotel: \$0	0	0	0
<i>2011 National Conference (Atlanta, GA) (optional)</i> Meals: \$0	0	0	0
<i>Attendance at the 2011 National Conference in Atlanta, GA can not exceed \$1,250 of the Total Project Budget</i>	0		
Transportation and Other Travel Sub-Totals	\$ 229	\$ 0	\$ 276
Budget Items and Explanation	Learn & Serve Amount	Cash Match	In-kind Match

Other Purchased Services*(includes postage, printing and binding)*

1) Printing and binding	25	0	25
2)	0	0	0
3)	0	0	0
4)	0	0	0
5)	0	0	0
Other Purchased Services Subtotals	\$ 25	\$ 0	\$ 25

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ND21645	Childhood Obesity Prevention Dubach High School		
Budget and Sustainability <i>continued</i>			
Budget Items and Explanation	Learn & Serve Amount	Cash Match	In-kind Match
Materials and Supplies <i>(Includes books, journals, software and all other items needed for service-learning projects. Equipment costing more than \$300.00 per item MAY NOT be purchased with Learn and Serve grant funds.)</i>			
1) Toner for printer	2 x \$129.00=\$258.00	129	0
2) Paper for food diaries, pamphlets	2 x \$25.00=\$50.00	25	0
3) poster board	2 x \$23.00=\$46.00	23	0
4) Markers	5 x \$5.00=\$25.00	12	0
5) T-Shirts for participants	35 x \$10.00=\$350.00	350	0
6) <i>Additional supplies</i>		<i>\$400</i>	0
7) <i>and materials such</i>		0	0
8) <i>as jump ropes, exercise</i>		0	0
9) <i>DVDs, etc. per</i>		0	0
10) <i>conversations with</i>		0	0
11) <i>Mrs. Cahoe dgd</i>		0	0
12)		0	0
13)		0	0
14)		0	0
15)		0	0
Materials and Supplies Subtotals		<i>\$939</i> \$539	\$0
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ND21645	Childhood Obesity Prevention Dubach High School		
Budget and Sustainability <i>continued</i>			
Budget Items and Explanation	Learn & Serve Amount	Cash Match	In-kind Match
Administrative/Indirect Costs <i>See Administrative Costs Guidelines section of the Louisiana Learn and Serve America Grant Application Guidelines before completing this section.</i>			1268
Budget Summary <i>(recap of pages 7, 8 & 9)</i>	Learn & Serve Amount	Cash Match	In-kind Match
Salaries p7	75	0	75
Purchased Professional & Technical Services p7	0	0	0
Transportation and Other Travel p8	229	0	276
Other Purchased Services p8	25	0	25
Materials and Supplies p9	# 939 535	0	0
Administrative/Indirect Costs p10 (above)	<i>req</i>		1268
Grand Totals	#1,268 \$868	\$ 0	\$ 1644
Match Total		\$ 1644	
Initial Reported Values <i>from p2</i>	\$ 1268	\$ 2584	
Sustainability Plan			
Provide plans to sustain your service-learning program once this grant has expired. Among the items to be included here are a description of partnerships that are expected to continue and the anticipated support from your school, school board or community that will extend beyond this grant.			
Encourage school to partner with students, parents, and community to create and support activities that increase physical activity and promote healthy lifestyles. Sponsor appropriate competitions between schools that encourage physical activity and healthy eating, such as incorporating nutrition in science fair competitions, community day contests about healthy lifestyles, etc.			
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<input type="button" value="Return to INDEX"/>			