

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

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

Recipient: Shreveport Regional Arts Council

- Indicate:**
- Cooperative Endeavor
 - Professional Services Contract
 - Personal Services Contract
 - Consulting Services Contract
 - Social Services Contract
 - Grant: Indicate Specific Program** RDA Plan Review
 - 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:

Paula White

Contract Monitor

10/14/14

Date

Pam Brewster

Appointing Authority

10/16/14

Date

DEPARTMENT OF CULTURE, RECREATION AND TOURISM
Act 15 - Information

OFFICE: Cultural Development – Division of the Arts

Recipient:

Name: Shreveport Regional Arts Council
Address: 400 Clyde Fant Parkway
City & State: Shreveport, LA 71101
Contact Name: **Pam Atchison**
Telephone Number: (318.673.6500)
Fax Number: (318.673.6515)

Program Data:

Arts Grant #: FY15-019
Amount to be
Transferred: ~~\$61,055.00~~ *\$64,500 PA*
Funding Source: State Funds & Federal Funds
Beginning Date: July 1, 2014
Ending Date: June 30, 2015

Proposed Plan with Detailed Goals and Objectives:

The Shreveport Regional Arts Council will maximize access to the Arts in Northwest Louisiana (NWLA) by providing Technical Assistance and Grants to Arts Organizations and Artists and through the production and promotion of programs and services for diverse audiences in the 10-Parish Area.

- A. Administer the DAF Program for Region 7
 1. Recruit eligible Arts Organizations for applications
 2. Provide "how to" workshops, compliance workshops, and site visits
 3. Maintain a Roster of eligible, approved by SRAC, Board Panelists

- B. Administer the DOA Stabilizations Grant Program for Region 7
 1. Recruit eligible Arts Organizations for applications
 2. Provide "how to" workshops, compliance workshops, and site visits
 3. Maintain a Roster of eligible, approved by SRAC, Board Panelists

- C. Provide Entrepreneurial Training for Artists and Arts Organizations
 1. Contract with Training Professionals, Southern Univ. Business School, and Shreveport BAR Assoc. to provide 34 hr. Training course.
 2. Promote opportunity to Artists through NWLA Directory/Roster and Press Releases, Direct Mail, and Face Book
 3. Organize the Practicum for Artists: Black Box Theatre for Performing Artists; Gallery Exhibition for Visual and Literary Artists; UNSCENE events; Temporary Public Art Installations, and ArtBreak instruction opportunities
 4. Host/Facilitate monthly meetings/gatherings of Roster and Directory Artists and Arts Administrators for information Exchange
 5. Manage the Regional Events/Ticketing On-Line Calender: shreveportbossierfunguide.com
 6. Connect Artists and Arts Organizations to Louisiana Partnership for the Arts/Louisiana Citizens for the Arts

- D. Produce accessible Art Programs attended by diverse audiences:
 1. ARTSPACE: 5 Mainspace Exhibitions; 10 coolspace Exhibitions; 3 Lagniappe Exhibitions; Monthly Artists' Talks and Programming; and annual artscare Fundraiser;
 2. ArtBreak: Week-long showcase/celebration of the curriculum and community - based Arts Programs in Caddo and Bossier Schools; attended by students from throughout Region 7
 3. UNSCENE!: Quarterly "happenings" in Shreveport Common to promote vibrancy and help audiences discover what is "unseen" in this historic, authentic, currently blighted but becoming a dynamic Cultural Community through Creative Placemaking Initiatives.

- E. Develop Shreveport's first "uncommon" Cultural Community, Shreveport Common, through Creative Placemaking initiatives that put Artists at the helm of planning and programming and with Public Spaces, an Artists' Designed Greenspace, Pooch Park, renovated spaces like Oakland Cemetery and the Municipal Auditorium, animated spaces like the Calanthean Canyon, Skateable Sculpture, Shreveport Common Temporary Art Program, and Artists' Live/Work Spaces.

- F. Ensure Outreach and Inclusion with Targeted - Underserved - Audiences through the Pay It Forward Program: Fees incurred for Entrepreneurial Training programs may be either paid in "cash" or paid through commiserate arts services (commissions, tickets with talks, classes, etc.) for the clients of the Social Service Organizations in the neighborhood; fostering long-term relationships between artists and under-served audience members, creating a culture of mutual respect: Residents are "protecting" and "anticipating" the Arts installations and programming.

- G. Produce biennial Fundraiser, Christmas in the Sky, to ensure that SRAC has the financial capacity to complete the goals and objectives for a two-year period.

2. Proposed Performance Measures for the Project:

- A. SRAC requires Final Reports from Arts Organizations/Artists receiving DAF, DOA Stabilization, and SRAC Re-grants. SRAC Grants Managements conduct site visits/evaluations on each program funded through the Louisiana Division of the Arts and City of Shreveport.
- B. SRAC staff capture participation in Services to Arts Organizations and Artists through sign-in sheets; Monthly Artists and Arts Organization meetings provide evaluation feedback; representation by Artists and Arts Organizations on the SRAC Board provides evaluation feedback.
- C. A Professional Evaluator maintains and updates statistics on Artists and Arts Organizations participating in the Entrepreneurial Training program for a period of 5 years based upon a "pre-assessment, immediate post-assessment, and annual assessment (required by contract to participate in the program) on each participant.
- D. SRAC engages "Advisory Committees" to oversee each Program Area and to report to the SRAC Board through ex-officio representation on the Board. SRAC employs Professional Evaluators to review each program area using exit surveys, focus sessions, and observation of the actual implementation of the program as compared to stated program goals.
- E. A Shreveport Common Management Team, appointed by Mayor Glover, meets monthly to evaluate the accomplishments of the "Portfolio of Strategies" approved by the City Council and Caddo Parish Commission.

- F. SRAC employs letters of commitment stating the Outreach/Inclusion goals with each Social Service Organization that participates in the PAY IT FORWARD program. These commitments are evaluated by the Organization and the Participating Artist; SRAC staff members conduct site visits to determine that the goals are accomplished as planned.
 - G. The Christmas in the Sky fundraising goals are evaluated by the Board and the Christmas in the Sky Management Team during bi-monthly meetings held from July - January of the event year.
3. **A COMPREHENSIVE BUDGET** showing all anticipated uses of the appropriation **MUST BE ATTACHED** to this proposal.
4. This project is viable in accordance with the grant agreement and this form will serve as the interim report, as required by Act 15.



Signature of Grantee's Authorized Official
Executive Director

Title

REVISED BUDGET

Organization:

Grant: FY2015

Dates: July 1, 2014 - June 30 - 2015

Provide a revised budget incorporating the exact grant amount. Unless an amendment is approved, categories in the Final Report budget will not be allowed to exceed those in this budget.

INCOME

1	Admissions, Memberships, Subscriptions	\$1,015,000.00
2	Contracted Services Revenues [workshops, presentations]	\$265,000.00
3	TOTAL EARNED REVENUE	\$1,280,000.00
4	Corporate Support [source]	\$470,000.00
5	Foundation Support [source]	\$200,000.00
6	Other Private Support, Fundraising [source]	\$800,000.00
7	TOTAL CONTRIBUTED REVENUE	\$1,470,000.00
8	Federal Gov'n't Support [source]	\$80,000.00
9	Regional Gov't Support [PARISH]	\$50,000.00
10	State Gov't Support [source]	
11	Local/Parish Gov'n't Support [CITY OF SHREVEPORT]	\$640,000.00
12	Local Arts Agency Support	
13	TOTAL GOVERNMENT SUPPORT	\$770,000.00
14	Applicant Cash other than above [source]	
15	SUB-TOTAL	\$3,520,000.00
16	DOA Stabilization	\$92,600.00
17	Other DOA program grants (DAF/RDA.PP)	\$190,530.00
18	Total DOA GRANTS	\$283,130.00
19	TOTAL CASH INCOME	\$3,803,130.00

EXPENSES (this grant only)	DOA Grant	Cash Match	TOTAL
20			\$545,420.00
21			\$259,525.00
22			\$46,405.00
23			\$154,490.00
24			\$390,700.00
25			\$145,000.00
26			\$260,055.00
27			\$12,000.00
28			\$12,000.00
29			\$3,000.00
30			\$72,500.00
31			\$100,000.00
32			\$24,000.00
33			\$165,000.00
34			\$15,000.00
35			\$45,000.00
36			\$20,000.00
37			\$1,533,035.00
38	TOTAL EXPENSES	-	\$3,803,130.00
39	SURPLUS/DEFICIT		\$ -
40	ACCUMULATED SURPLUS/DEFICIT		
41	In-kind Donations		\$200,000.00