

**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** Decentralized Arts Funding
 - 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

11/19/14

Date

Pam Breau

Appointing Authority

11-20-14

Date

FY15- 006 Budget DAF Shreveport Regional Arts Council

| | Dollar Allocation | \$ Admin. Fee | 2015 Regrant |
|--|----------------------|------------------|------------------|
| Bienville | \$2,454 | \$245 | \$2,209 |
| Bossier | \$19,998 | \$2,000 | \$17,998 |
| Caddo | \$43,588 | \$4,359 | \$39,229 |
| Claiborne | \$2,940 | \$294 | \$2,646 |
| DeSoto | \$4,557 | \$456 | \$4,101 |
| Lincoln | \$7,990 | \$799 | \$7,191 |
| Natchitoches | \$6,764 | \$676 | \$6,088 |
| Red River | \$1,554 | \$155 | \$1,399 |
| Sabine | \$4,143 | \$414 | \$3,729 |
| Webster | \$7,044 | \$704 | \$6,340 |
| | \$101,032 | \$10,102 | \$90,930 |
| Program Expenses | | | |
| CDC Salary | | | \$25,000 |
| Resource Center Coordinator and Program expenses | | | \$10,102 |
| Region Total | | | \$126,032 |

ATTACHMENT A

DEPARTMENT OF CULTURE, RECREATION AND TOURISM
Act 15 - Information

OFFICE: Cultural Development – Division of the Arts

Recipient:

Name: Shreveport Regional Arts Council
Address: 801 Crockett Street
City & State: Shreveport, LA 71101
Contact Name: Pam Atchison
Telephone Number: 318.673.6500
Fax Number: 318.673.6515

Program Data:

Arts Grant #: FY15-006
Amount to be transferred: \$126,032.00
Funding Source: State Funding - 5514
Beginning Date: July 1, 2014
Ending Date: December 31, 2015

1. Proposed Plan with Detailed Goals and Objectives:

As the Regional Development Agency of Region 7, Shreveport Regional Arts Council will continue to provide access to the arts through the dissemination of DAF Grants to the 10 parishes located in Northwest Louisiana, which include: Bienville, Bossier, Caddo, Claiborne, Desoto, Lincoln, Natchitoches, Red River, Sabine and Webster. The grant process includes, panel review, appeals process, technical assistance, site visits, final reporting and evaluations. The Community Development Director will provide ongoing assistance to grantees as well as seek to develop and enhance the grant process for potential applicants throughout the year. In addition, the RDA will provide Organizational Surveys and assessments to create and deliver Organizational training programs designed to meet the needs of Arts organizations in Northwest Louisiana. The goal of the Organizational Capacity Building Program goal is to assist Art Organizations in maximizing your effectiveness while increasing your capacity to become sustainable during these economic times.

2. Proposed Performance Measures for the Project:

Performance measures for the DAF process will include, project evaluations through site visits, final reporting, documenting projects and programs in accordance with approved grants. DAF Grantees will also benefit from participating in our Online Organization Capacity Survey that will further assess organizations needs as they develop programming in each parish in Northwest Louisiana.

3. A COMPREHENSIVE BUDGET showing all anticipated uses of the funding MUST BE ATTACHED to this proposal.
 4. This project is viable in accordance with the Grant Agreement and this form will serve as the report required by Act 15.
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Signature of Grantee's Authorized Official

Executive Director _____
Title