

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

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

Recipient: Acadiana Symphony Association Grant #FY10-0439

- Indicate:**
- Cooperative Endeavor
 - Professional Services Contract
 - Personal Services Contract
 - Consulting Services Contract
 - Social Services Contract
 - Grant:** Special Initiatives - American Recovery and

Reinvestment Act

- 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? (to be transmitted at a later date)

Signatures:  11/29/10
Contract Monitor Date

 12-1-10
Appointing Authority Date

Grantee Name: Acadiana Symphony Association

GRANT BUDGET SUMMARY

GRANT Budget Summary

- A. Use this form to submit a budget for these grant funds. Use the **final** grant amount.
- B. Submit a budget detail explaining line items including "List sources" or "Itemized".
- C. Round all dollar amounts to the nearest \$1.

1. FINAL GRANT AMOUNT: \$30,000.00

INCOME				
2	Admissions, Memberships, Subscriptions			
3	Contracted Services Revenues			
4	TOTAL EARNED REVENUE			\$ 0.00
5	Corporate Support (List sources)			
6	Foundation Support (List sources)			
7	Other Private Support, Fundraising			
8	TOTAL CONTRIBUTED REVENUE			\$ 0.00
9	Federal Government Support (List sources)			
10	Regional/Multi-State Support (List sources)			
11	State, not LDOA (List sources)			
12	Local/Parish Government Support (List sources)			
13	Local Arts Agency Support (List sources)			
14	TOTAL GOVERNMENT SUPPORT			\$ 0.00
15	Other Applicant Cash (Include in-kind) [Itemize]			
16	SUBTOTAL			\$ 0.00
17	State, Louisiana Division of the Arts Grant (Line 1)			\$30,000.00
18	TOTAL INCOME			\$30,000.00
EXPENSE		LDOA Grant	Cash Match	
19	Salaries/Wages/Benefits – Administrative	\$30,000.00	\$3,100.00	\$33,100.00
20	Salaries/Wages/Benefits – Artistic			
21	Salaries/Wages/Benefits – Technical/Production			
22	Payroll Taxes			
23	Professional Services – Artistic			
24	Professional Fees and Services			
25	Production (Itemize)			
26	Occupancy/Utilities <input type="checkbox"/> Rent <input type="checkbox"/> Own			
27	Equipment Rental and Maintenance > \$2,500			
28	Technology and Communications			
29	Insurance			
30	Supplies			
31	Postage and Shipping			
32	Marketing			
33	Development			
34	Travel/Mileage			
35	Professional Development			
36	Other Expenses (Itemize)			
37	TOTAL EXPENSES	\$30,000.00	\$3,100.00	\$33,100.00
38	SURPLUS/DEFICIT			(\$3,100.00)
39	In-kind Donations (Itemize if includes staff time)			