

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

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

Recipient: Junebug Productions Grant #FY11-0249

- Indicate:**
- Cooperative Endeavor
 - Professional Services Contract
 - Personal Services Contract
 - Consulting Services Contract
 - Social Services Contract
 - Grant: Stabilization - Advancement
 - 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) 11/17/10

Signatures:



Contract Monitor

10-26-10
Date



Appointing Authority

11-3-10
Date

INCOME BUDGET

SOURCE	TOTAL
CASH - July 1st	63,000
Contributed	
Ind. Board contr.	9,600
Total Ind. Contr.	9,600
Grants	
Fed. Gov't-NEA	15,000
Fed. Gov't-NEA	30,000
St. Gov't-DOA	20,000
City Gov' ACNO	13,000
Louisian Div of the Arts	5,000
Total Gov't	83,000
Foundation:	
Creative Cap-MAP	29,000
TCG- new works	35,000
TCG - Interns	21,000
Nathan Cummings	75,000
NPN	15,000
GNOF	20,000
Jazz & Heritage	10,000
Theater Communications Group	25,000
21st Century foundation	10,000
Total Foundations	240,000
Earned	
Perf. Res/Touring	10,000
Teaching	4,000
Writing	500
Box Office	4,000
Tuition	2,000
Total Earned	20,500
Other Income	
Interest Inc.	400
Misc. Inc.	
Total Other	400
Total Income	353,500

EXPENSE ITEM

Salaried Personnel	
Artistic Director	50,000
Managing Director	40,000

Com. Eng. Coordinator	16,042
FICA (6.2%)	6,575
Medicare (1.45%)	6,575
Health Insurance	1,750
Total Personnel	120,942
Professional Services	
Admin. Asst.	12,000
Account/Bookkeeping	8,000
Consulting	3,200
AD Search Consultant	15,000
Contracted Admin.	16,000
Commission	2,000
Nalt. Tour Book Fee	4,000
Contract Labor non-FSTI	1,500
Program Space Rental	2,800
Total Prof. Service	64,500
Progam Expense	
FSTI teachers:	
Class : FSTI Intro. Cl	8,000
Class 2: Story Cir. Cl	3,500
Com to Stage Cl.	4,000
Race Class	3,000
TOTAL: FSTI Teachers:	18,500
Production: Artist Fees /Prod. Costs	
I Want My Money	20,000
Trying To Find	14,000
Individual Artists	1,000
Honoraria	
Interns	4,200
Technician Fees	3,000
Presenting Fees for:	16,000
**Creole Mafia	
**RacePeace	
Program Space Rental	4,300
Equipment Rental	1,500
Sets/Props/Costumes	
Total Program Exp.	82,500

Travel	
Staff Travel	10,000
Total Travel	10,000
General Administration	
Bank Service	220
Interest	120
Staff Development	400
Insurance	160
Subs. & Books	400
Meeting/Hospitality	3,400
Rent	2,000
Storage Rental	1,000
Telephone	1,120
Postage	200
Printing & Copying	500
Docu. & Promo	240
Office Supplies	1,000
Shipping & Delivery	400
Dues & Registration	600
Utilities	0
Equipment Purchase	800
Total Gen. Admin.	12,560
EXPENSE TOTALS	
	309,002
FULL YEAR:	
INCOME:	\$353,500
EXPENSES:	\$309,002
NET:	\$44,498