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, Inc.

Indicate:
- ☐ **Cooperative Endeavor**
- ☐ **Professional Services Contract**
- ☐ **Personal Services Contract**
- ☐ **Consulting Services Contract**
- ☐ **Social Services Contract**
- ☒ **Grant: Indicate Specific Program** Stabilization
- ☐ **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: _____ 11/30/11
Contract Monitor **Date**

_____ _____
Appointing Authority **Date**

DEPARTMENT OF CULTURE, RECREATION AND TOURISM
Act 12 - Information

OFFICE: **Cultural Development – Division of the Arts**

Recipient:

Name:	Junebug Productions, Inc.
Address:	PO Box 2331
City & State:	New Orleans, LA 70176
Contact Name:	**Terry Scott**
Telephone Number:	(-000) 000-0731
Fax Number:	(504) 529-2430

Program Data:

Arts Grant #:	FY12-049
Amount to be Transferred:	$8,000
Funding Source:	State Funds/
Beginning Date:	July 01, 2011
Ending Date:	June 30, 2012

1. **Proposed Plan with Detailed Goals and Objectives:**

~~Our goal for this fiscal year during our transition of leadership has been to improve our internal systems, hire new contracted labor, add new classes to FSTI and produce our Homecoming Project. We are on target with the objectives we have set.~~

2. **Proposed Performance Measures for the Project:**

We have hired Gamal Chasten as Junebugs new AD. We have also contracted a new Program Manager, Marketing Director and Community Engagement Coordinator/Teaching Artist. These new hires help to increase our efficiency, output as well as visibility in the community. FSTI will ~~include two new course offerings; John O'neil's Junebug Aesthetic course, and Teen Playwriting lead by Gamal Chasten. Junebug's Homecoming Project is gaining momentum toward its target date, December 3rd, as well. We have an artist driven Salon called Under Construction of Oct. 20th, several Community Story Circles, Homecoming Dinners and a Rent Party also scheduled for Dec 3rd.~~

3. **A COMPREHENSIVE BUDGET showing all anticipated uses of the appropriation MUST BE ATTACHED to this proposal.**
4. **This project is viable and is operational in accordance with the grant agreement and will serve as the interim report, as required by Act 12.**

Gamal Chasten Artistic Director

Name and Title

Primary Contact: Mr. Terry Scott
Phone: (917) 476-2459
Email: info@junebugproductions.org

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Budget Expense - continued	Last Year	This Year	Next Year
Marketing/Publicity			
Advertising	0	0	0
Design	1,000	4,000	5,000
Printing	500	700	1,000
Mailing/Postage	1,067	0	0
Subtotal	**$2,567**	**$4,700**	**$6,000**
Accessibility			
Subtotal	**$0**	**$0**	**$0**
Space and Facility Rental			
Office	1,666	1,666	1,666
Theatre, Hall, Gallery, etc	1,550	1,550	1,666
storage	1,157	1,157	1,157
Subtotal	**$4,373**	**$4,373**	**$4,489**
Remaining Operating Expenses			
Office Supplies	1,010	1,010	1,010
Sales/Concessions	0	0	0
Fundraising	0	0	0
Interest	0	0	0
Utilities	0	0	0
Phone	1,394	1,500	3,000
Postage	0	0	0
Insurance	0	0	0
General Admin	10,000	12,000	12,000
Subtotal	**$12,404**	**$14,510**	**$16,010**
Total Expense	**$315,091**	**$332,388**	**$363,769**

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Budget In-kind

Description		Last Year	This Year	Next Year
	Total In-kind	**$0**	**$0**	**$0**