

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

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

Recipient: Arts & Humanities Council of SWLA

- 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 | |
|-------------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement include budget worksheet? |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement include anticipated uses? |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement include estimated duration of the project? |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement include goals, objectives, and measures of performance? |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement indicate requirement of written progress report every six (6) months? |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the agreement notify the recipient of Louisiana Audit Law (R.S.24:513)? (See attached schedule) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Has the comprehensive budget been approved by the appointing authority? |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Has the comprehensive budget been properly transmitted to the Louisiana Legislative Auditor? |

Signatures: 
Contract Monitor

11-14-2012
Date


Appointing Authority

11-15-12
Date

ATTACHMENT A
DEPARTMENT OF CULTURE, RECREATION AND TOURISM
Act 13 - Information

OFFICE: Cultural Development – Division of the Arts

Recipient:

Name: Arts and Humanities Council of Southwest Louisiana, Inc.
Address: P.O. Box 1437
City & State: Lake Charles, LA 70602
Contact Name: Erica McCreedy, Executive Director
Telephone Number: 337-439-2787
Fax Number: 337-439-8009

Program Data:

Arts Grant #: FY13 - 080
Amount to be
Transferred: \$75,023.00
Funding Source: State Funding - 5314
Beginning Date: July 1, 2012
Ending Date: December 31, 2013

1. Proposed Plan with Detailed Goals and Objectives:

As Region 5's Regional Development Agency, the Arts & Humanities Council of Southwest Louisiana will continue to support and develop the Decentralized Arts Funding (DAF) grant program to fund proposals for arts initiatives and organizations in Allen, Beauregard, Calcasieu, Cameron, and Jefferson Davis parishes. The Arts Council will focus its efforts in developing outreach services to not only strengthen grant applications for regular grantees but to also work one-on-one with first-time applicants and provide resources that can cultivate new arts events and programs, including more site visits, webinars, workshops, and seminars. The grant program process includes grant workshops across the five parishes, a peer review panel system, appeals process, appropriate financial audits and reporting documents, and employment of a full time Community Development Coordinator who will assist in implementing the DAF grant program in accordance with the current DAF manual.

2. Proposed Performance Measures for the Project:

The success and attendance of the Arts Council's proposed increased outreach services for potential DAF applicants will assist in measuring the program as a whole. The Arts Council seeks to recognize and address the demands and needs of both regular and first-time grant applicants as well as of the communities within the five parish region, and this will be achieved by utilizing measurements of performance. Performance measurements for the DAF grant program include written evaluations of the grant panel process by panel members and Arts Council staff, written evaluations of the application and administration process by each grant applicant and recipient, and written evaluations from grant workshop participants and grant panel audience members.

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 13.


Erica McCreedy, Executive Director
Grantee's Name and Title



Executive Director
Erica McCreedy

... * ...

Executive Committee

Jason Martinez
President

Mindy Schwarzauer
First Vice President

Jordan LeLeux
Second Vice President

James Babin
Treasurer

Laura Moreau
Secretary

... * ...

Directors

Jason Barnes

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Trevor Cooley

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Anjo Elsbury

Paula Gillard

Beverly Gott

Peggy Griffith

Adagria Haddock

Daniel Ieyoub

Braylin Jenkins

Angie Manning

Shonda Manuel

Chelsi Nabours

Chuck O'Connor

Joby Richard

Nancy Sanner

Patricia Schmidt

Tom Shea

Cassie Stroud

Dr. Michelle Swift

Burt Tietje

Mia Vick

Ashli Waldrep

Amanda White

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Friday, October 26th, 2012

Grant #FY13-080

Dates: July 1, 2012—December 31, 2013

Program: Decentralized Arts Funding

Total Amount: \$75,023.00

Decentralized Arts Funding Budget, to accompany Attachment A, Act 13

Re-Granting Funds	\$45,021.00
Community Development Coordinator	\$25,000.00
<u>Administrative Cost</u>	<u>\$5,002.00</u>
Total	\$75,023.00