

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

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

**Recipient:** The NOCCA Institute

- 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                       |  |
|-------------------------------------|--------------------------|--|
| <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**

*11.20.12*

**Date**

  
\_\_\_\_\_

**Appointing Authority**

*11-20-12*

**Date**

DEPARTMENT OF CULTURE, RECREATION AND TOURISM  
Act 13 - Information

OFFICE: Cultural Development – Division of the Arts

Recipient:

Name: The NOCCA Institute  
Address: 2800 Chartres Street  
City & State: New Orleans, LA 70117  
Contact Name: Mr. Read  
Telephone Number: 504/940-2900  
Fax Number: 5049402870

Program Data:

Arts Grant #: FY13-043  
Amount to be Transferred: \$20,250.00  
Funding Source: State Funds | 5301 & Federal Funds| 5204  
Beginning Date: July 1, 2012  
Ending Date: June 30, 2013

1. Proposed Plan with Detailed Goals and Objectives:

This grant provides general operating support for The NOCCA Institute. The Institute provides access to excellence in the arts for NOCCA students and faculty, as well as members of the general public, through a variety of initiatives.

2. Proposed Performance Measures for the Project:

N/A

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.

  
Name and Title Richard Reed Director of Marketing

REVISED BUDGET for ATTACHMENT A

Organization:

Grant: FY2013

Dates: July 1, 2012 - June 30 - 2013

Provide a revised budget incorporating the exact grant amount. Unless an amendment is approved, categories in the Final Report budget will not be allowed to exceed those in this budget.

**INCOME**

1	Admissions, Memberships, Subscriptions	120,000
2	Contracted Services Revenues [workshops, presentations]	
<b>3</b>	<b>TOTAL EARNED REVENUE</b>	<b>120,000</b>
4	Corporate Support [Chevron, Trafigura, etc.]	100,000
5	Foundation Support [Surdna, Lupin, etc.]	78,000
6	Other Private Support, Fundraising [gala]	210,000
<b>7</b>	<b>TOTAL CONTRIBUTED REVENUE</b>	<b>388,000</b>
8	Federal Govn't Support [source]	
9	Regional Gov't Support [source]	
10	State Gov't Support [source]	
11	Local/Parish Govn't Support [source]	
12	Local Arts Agency Support	
<b>13</b>	<b>TOTAL GOVERNMENT SUPPORT</b>	<b>-</b>
14	Applicant Cash other than above [source]	
<b>15</b>	<b>SUB-TOTAL</b>	<b>508,000</b>
16	DOA Stabilization	20,250
17	Other DOA program grants (specify)	
<b>18</b>	<b>Total DOA GRANTS</b>	<b>20,250</b>
<b>19</b>	<b>TOTAL CASH INCOME</b>	<b>528,250</b>

<b>EXPENSES (this grant only)</b>	<b>DOA Grant</b>	<b>Cash Match</b>	<b>TOTAL</b>	
20	Salaries/Wages/Benefits - Adm	20,250	508,000	528,250
21	Salaries/Wages/Benefits - Artistic			-
22	Salaries/Wages/Benefits - Tech			-
23	Payroll Taxes			-
24	Professional Services - Artistic			-
25	Professional Fees and Services			-
26	Production			-
27	Occupancy/Utilities			-
28	Equipment Rental and Maintenance			-
29	Technology and Communications			-
30	Insurance			-
31	Supplies			-
32	Postage and Shipping			-
33	Marketing			-
34	Development			-
35	Travel/Mileage			-
36	Professional Development			-
37	Other Expenses			-
<b>38</b>	<b>TOTAL EXPENSES</b>	<b>20,250</b>	<b>508,000</b>	<b>528,250</b>
39	SURPLUS/DEFICIT			-
40	ACCUMULATED SURPLUS/DEFICIT			
41	In-kind Donations			