

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

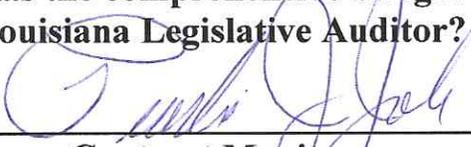
Agency/Program: Office of Cultural Development – Division of the Arts

Recipient: Bossier Arts Council

- Indicate:**
- Cooperative Endeavor
 - Professional Services Contract
 - Personal Services Contract
 - Consulting Services Contract
 - Social Services Contract
 - Grant: Indicate Specific Program
 - 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? |

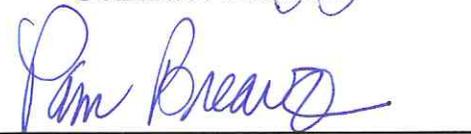
Signatures:



Contract Monitor

11-14-2012

Date



Appointing Authority

11-15-12

Date

**DEPARTMENT OF CULTURE, RECREATION AND TOURISM
Act 13 - Information**

OFFICE: Cultural Development – Division of the Arts

Recipient:

Name: Bossier Arts Council
Address: 630 Barksdale Blvd.
City & State: Bossier City, LA 71111-4412
Contact Name: Mrs. Chambers
Telephone Number: 3187418310
Fax Number: 3187418312

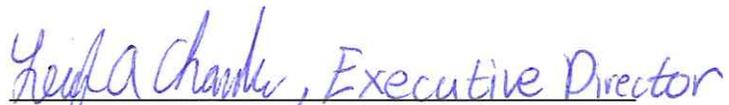
Program Data:

Arts Grant #: FY13-076
Amount to be
Transferred: \$12,000.00
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:

2. Proposed Performance Measures for the Project:

- 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.


Yezha Chambers, Executive Director
Name and Title

1. Proposed Plan with Detailed Goals and Objectives:

- a. To increase the presence of the Bossier Arts Council to the greater community of our Parish and highlight art in non-traditional roles.
 - i. We will increase our presence by providing free arts activities for children at various events in the Bossier Parish area including but not limited to Southern Black Theatre Festival, Benton Christmas Parade, and Movies & Moonbeams hosted by the Robinson Film Center.
 - ii. We've added an annual project called DigiFest South which focuses on highlighting those individuals working in the Digital/Media Arts industry.
- b. To promote and support both fostering Theatre groups and emerging artists through our Artist One Stop.
 - i. BAC with the help of a joint grant effort with the Community Foundation is offering Arts Business training for Emerging Artists. We offer both computer equipment & software, individual advisement, and formal workshops.
 - ii. In addition we provide low cost rentals of our Theatre and Arts Annex to help emerging organizations get a start.
- c. To provide arts education and entertainment at our headquarters located centrally in Bossier Parish .
 - i. We've started a series of Stop Over Saturdays where we host a free or low cost event once a month.
 - ii. We host gallery openings every month in our East Bank Gallery and our Emerging Art Gallery.
 - iii. We produce a theatre season in our East Bank Theatre.

2. Proposed Performance Measures for the Project:

- a. Completion of above programming.
- b. Regular surveys provided at all our events.
- c. Tracking participation and attendance.

Bossier Arts Council
Operational Budget FY 12

Income	FY 2012-13	
<u>Government Support</u>		
City of Bossier	\$ 80,000.00	
Bossier Parish	\$ 25,000.00	<i>Projected</i>
State of Louisiana	\$ 12,000.00	
Grants	\$ 10,000.00	<i>Projected</i>
<u>Membership/Board Support</u>		
Board	\$ 2,100.00	
Membership	\$ 1,000.00	
<u>Fundraising</u>		
Artitni	\$ 35,000.00	<i>Projected</i>
Donations	\$ 7,500.00	<i>Projected</i>
<u>Digifest</u>		
Sponsorship	\$ 13,000.00	
Admissions	\$ 12,000.00	
<u>Artbreak Idol</u>	\$ 2,500.00	
<u>State Regranting</u>		
Division of the Arts	\$ 19,988.00	
<u>Theatre</u>		
Ticket Sales	\$ 5,000.00	
Rental	\$ 4,000.00	
<u>Gallery</u>		
Art Sales	\$ 2,000.00	
Gift Shop Sales	\$ 500.00	

Bossier Arts Council
Operational Budget FY 12

Building Usage

Building Rental \$ 15,000.00

Classes & Workshops \$ 2,500.00

Budding Artist Association

\$ 3,000.00

Poetry Out Loud

\$ 1,500.00

One Stop

\$ 2,000.00

Stop Over Saturday

\$ 1,500.00

Student Art Show

Sponsorship \$ 2,000.00

Interest Income

\$ 18.00

Total Income

\$ 259,106.00

Expenses

FY 2012-13

Digifest

Venue and fees \$ 24,000.00

Promotional Materials \$ 3,000.00

Artbreak Idol

Awards \$ 2,000.00

Judges \$ 500.00

Bossier Arts Council
Operational Budget FY 12

Theatre

Production Supplies	\$ 3,000.00
Production Staff	\$ 1,500.00
Receptions	\$ 250.00
EPN Fees	\$ 180.00
Director Fee	\$ 1,000.00
Technical Equipment	\$ 5,000.00

Gallery

Receptions	\$ 2,000.00
Artist Commissions	\$ 1,500.00
Marketing	\$ 1,000.00
Upkeep	\$ 1,200.00

Projected

Instructor Fees \$ 1,750.00

Budding Artist Association

\$ 3,000.00

Poetry Out Loud

Awards	\$ 2,000.00
Travel	\$ 1,000.00
Printing	\$ 1,200.00

Senior Mentoring

\$ 5,000.00

One Stop

Classes	\$ 3,000.00
Equipment	\$ 4,000.00
Marketing	\$ 1,000.00

Stop Over Saturday

Marketing \$ 2,000.00

Bossier Arts Council
Operational Budget FY 12

Supplies \$ 1,500.00

Student Art Show

Sales

Awards \$ 1,500.00

Reception \$ 500.00

Mailing \$ 250.00

Membership Expenses

Membership Drive \$ 1,800.00

Fundraising

Artini \$ 17,000.00

Grant Expenses

DAF \$ 19,988.00

BAC Regranting \$ 10,000.00

Personnel

Salaries \$ 75,000.00

Interns \$ 2,500.00

Janitorial \$ 5,000.00

Payroll Tax Expense \$ 6,500.00

General Office

Mailing \$ 1,200.00

Accounting & Auditing \$ 6,400.00

Sales Tax \$ 700.00

Meals and Travel \$ 2,000.00

Bank/Paypal/Credit Card \$ 950.00

Copier \$ 6,500.00

Internet \$ 1,000.00

Equipment \$ 2,000.00

Supplies \$ 2,500.00