

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

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

Recipient: Twin City Art Foundation

- 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: Twin City Art Foundation
Address: 1400 S. Grand Street
City & State: Monroe, LA 71202
Contact Name: Ms. Stewart
Telephone Number: 3193292237
Fax Number: 3183292847

Program Data:

Arts Grant #: FY13-006
Amount to be Transferred: \$7,000.00
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:

The Twin City Art Foundation & the Masur Museum will present six exhibitions during the FY2013 grant cycle. Each exhibition will be accompanied by a lecture and other public programs. The Masur Museum also offers a selection of classes and workshops for children, families, and adults, including free outreach to children in underserved areas of our community. Each year we strive to strengthen and broaden our outreach efforts. In an effort to better serve the elderly in our community, we will soon offer a program for Alzheimer's patients. We have also developed an after school art program for local community centers, currently taking place in 3 of 7 centers. We expect this to grow.

2. Proposed Performance Measures for the Project:

Projects at the Masur Museum are evaluated through audience surveys at public programs, attendance at the exhibitions throughout the year, participation in educational programs, and by the number of class visits scheduled while the exhibition is on view. We regularly use these forms of evaluation, and they are used as a reference when planning future exhibitions. In addition, we are working on a general audience survey to be sent to our membership base. This will provide helpful feedback on our exhibitions and public programs.

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.

Ami Stewart - Evelyn Stewart

REVISED BUDGET for ATTACHMENT A

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	\$36,300
2. Contracted Services Revenues [workshops, presentations]	\$ 8,700
3. TOTAL EARNED REVENUE	\$45,000
4. Corporate Support [source]	\$ 1,000
5. Foundation Support [source]	\$ 300
6. Other Private Support, Fundraising [source] <i>Annual Fundraiser</i>	\$25,200
7. TOTAL CONTRIBUTED REVENUE	\$26,500
8. Federal Government Support [source]	\$
9. Regional Gov't Support [source]	\$
10. State Gov't Support [source]	\$
11. Local/Parish Government Support [source] <i>City of Monroe</i>	\$222,883
12. Local Arts Agency Support	\$
13. TOTAL GOVERNMENT SUPPORT	\$222,883
14. Applicant Cash other than above [source]	\$
15. SUB-TOTAL	\$294,383
16. DOA Stabilization	\$ 7,000
17. Other DOA Program Grants (specify) <i>NE La. Arts Council: Decentralized Arts Funding</i>	\$ 3,425
18. Total DOA GRANTS (add lines 16 through 18)	\$ 10,425
19. TOTAL CASH INCOME	\$304,808

EXPENSES (this grant only)	DOA Grant	Cash Match	Total
20. Salaries/Wages/Benefits-Adm	\$	\$193,033	\$193,033
21. Salaries/Wages/Benefits-Artistic	\$	\$	\$
22. Salaries/Wages/Benefits-Tech	\$	\$	\$
23. Payroll Taxes	\$	\$	\$
24. Professional Services-Artistic	\$2,000	\$3,000	\$5,000
25. Professional Fees and Services	\$	\$6,300	\$6,300
26. Production	\$3,000	\$28,175	\$31,175
27. Occupancy /Utilities	\$	\$9,500	\$9,500
28. Equipment Rental and Mainten.	\$	\$10,300	\$10,300
29. Technology and Communication	\$	\$6,000	\$6,000
30. Insurance	\$	\$17,000	\$17,000
31. Supplies	\$	\$3,000	\$3,000
32. Postage and Shipping	\$1,000	\$6,000	\$7,000
33. Marketing	\$1,000	\$1,000	\$2,000
34. Development	\$	\$8,000	\$8,000
35. Travel/Mileage	\$	\$1,000	\$1,000
36. Professional Development	\$	\$1,500	\$1,500
37. Other Expenses	\$	\$4,000	\$4,000
38. TOTAL EXPENSES	\$7,000	\$297,808	\$304,808
39. SURPLUS/DEFICIT	\$	\$	\$
40. ACCUMULATED SURPLUS/DEFICIT	\$	\$	\$
41. In-Kind Donations			\$1,500