

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

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

Recipient: Northeast Louisiana Arts Council

- 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:



Contract Monitor

10-21-13

Date



Appointing Authority

10-21-13

Date

DEPARTMENT OF CULTURE, RECREATION AND TOURISM
Act 14 - Information

OFFICE: Cultural Development – Division of the Arts

Recipient:

Name: Northeast Louisiana Arts Council
Address: 2305 North 7th Street
City & State: West Monroe, LA 71291
Contact Name: Mr. Tommy Usrey
Telephone Number: 318.396.9520
Fax Number: 318.396.6837

Program Data:

Arts Grant #: FY14-015
Amount to be
Transferred: \$17,850.00
Funding Source: Federal & State Funds |
Beginning Date: July 1, 2013
Ending Date: June 30, 2014

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

Per Attached

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

Per Attached

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, as required by Act 14.

Thomas Usrey, President & CEO
Name and Title

Act 14 Information

1. Proposed Plan with Detailed Goals and Objectives:

To administer the Stabilization Program for Region 8 by providing developing and/or expanding the arts infrastructure in the 11 parishes served by providing technical assistance in grantmanship, discipline-based programming, and organizational development. This will be accomplished by the NLAC staff who will promote the Program and available resources of the NLAC and DOA through workshops and on-site planning sessions to assess the needs and wants of each community served. The NLAC will facilitate representative panels to adjudicate the grant requests and award funds to those organizations recommended for funding via grant agreements between the NLAC and the award recipients.

2. Proposed Performance Measures for the Project:

Site visits and annual program assessments with the DOA staff, the NLAC Board of Directors, and representatives from the Region 8 parishes. The President & CEO will review final reports to assure that they are representative of the amended project as determined from site visits.

3. A COMPREHENSIVE BUDGET showing all anticipated uses of the appropriation MUST BE ATTACHED to this proposal.

Organization Regrants	\$16,650
Administrative Salaries	<u>\$ 1,200</u>
TOTAL	\$17,850