

**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** Decentralized Arts Funding
 - 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: Paula White
Contract Monitor

11/5/14
Date

Pam Brewster
Appointing Authority

11-7-14
Date

Title

ATTACHMENT B

PARISHES SERVED BY GRANTEE/ Northeast Louisiana Arts Council, Inc. DAF Allocation

Formula:

Region 1 Parish	Population 2010 Census	Dollar Allocation	\$ Admin. Fee	2015 Regrant
Caldwell	10,132	\$1,732	\$173	\$1,559
East Carroll	7,759	\$1,326	\$133	\$1,193
Franklin	20,767	\$3,550	\$355	\$3,195
Jackson	16,274	\$2,782	\$278	\$2,504
Madison	12,093	\$2,067	\$207	\$1,860
Morehouse	27,979	\$4,783	\$478	\$4,305
Ouachita	153,720	\$26,279	\$2,628	\$23,651
Richland	20,725	\$3,543	\$354	\$3,189
Tensas	5,252	\$898	\$90	\$808
Union	22,721	\$3,884	\$388	\$3,496
West Carroll	11,604	\$1,984	\$198	\$1,786
Region 8 Total	309,026	\$52,828	\$5,282	\$47,546

Northeast Louisiana Arts Council, Inc. PAYMENT SCHEDULE

Payment Date	Calculation	Amount	
#1	10/2014	75% of Regrant	\$35,659.50
#2	12/2015	CDC (\$25,000) & Administrative Fees (\$5,282)	\$30,282.00
#3	06/2015	25% of Regrant	\$11,886.50

TOTAL AWARD

\$77,828.00

ATTACHMENT A
DEPARTMENT OF CULTURE, RECREATION AND TOURISM
Act 15 - 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: Tommy Usrey
Telephone Number: 318.396.9520
Fax Number: 318.396.6837

Program Data:

Arts Grant #: FY15-003
Amount to be transferred: \$77,828.00
Funding Source: State Funding - 5514
Beginning Date: July 1, 2014
Ending Date: December 31, 2015

1. Proposed Plan with Detailed Goals and Objectives:

To administer the Decentralized Arts Funding 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 CDC and support 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 CDC 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 funding MUST BE ATTACHED to this proposal.

Parish Re grants	\$47,546
Administrative Salaries	\$25,000
Taxes/Benefits	\$ 3,282
Outside Professional Services	\$ <u>2,000</u>
TOTAL	\$77,828

4. This project is viable in accordance with the Grant Agreement and this form will serve as the report required by Act 15.



Signature of Grantee's Authorized Official

President & CEO

Title