

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

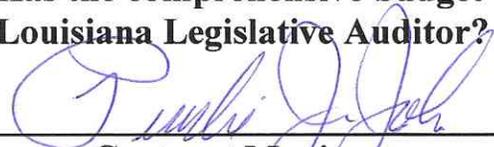
Agency/Program: Office of Cultural Development – Division of the Arts

Recipient: River Oaks Square Arts Center

- 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

10/28/11

Date



Appointing Authority

10-31-11

Date

REVISED BUDGET for ATTACHMENT A

Grant FY2012

Dates: July 1, 2011 – June 30, 2012

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, Membership Subscriptions	\$ 27,000
2. Contracted Services Revenues [workshops, presentations]	\$ 8,000
3. TOTAL EARNED REVENUE	\$ 35,000
4. Corporate Support [source] Numerous Local Banks & Businesses	\$ 17,000
5. Foundation Support [source] Rapides Foundation	\$ 5,000
6. Other Private Support, Fundraising [source] Fundraisers/Art Camp	\$ 93,000
7. TOTAL CONTRIBUTED REVENUE	\$ 115,000
8. Federal Government Support [source]	\$
9. Regional Gov't Support [source]	\$
10. State Gov't Support [source]	\$
11. Local/Parish Government Support [source] GAEDA	\$ 10,000
12. Local Arts Agency Support LA Charitable Trust	\$ 2,000
13. TOTAL GOVERNMENT SUPPORT	\$ 2,000
14. Applicant Cash other than above [source] Class fees, donations, gift shop, art sales	\$ 102,410
15. SUB-TOTAL	\$ 116,410
16. DOA Stabilization	\$ 8,000
17. Other DOA Program Grants (specify) DAF - Project Asst.	\$ 6,000
18. Total DOA GRANTS (add lines 16 through 18)	\$ 14,000
19. TOTAL CASH INCOME	\$ 280,410

EXPENSES (this grant only)

	DOA Grant	Cash Match	Total
20. Salaries/Wages/Benefits - Administration			
21. Salaries/Wages/Benefits - Artistic	4,600	9,200	13,800
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 & Communications			
30. Insurance			
31. Supplies	1,000	2,000	3,000
32. Postage/Shipping	1,000	2,000	3,000
33. Marketing	1,400	2,800	4,200
34. Development			
35. Travel and Mileage			
36. Professional Development			
37. Other Expenses			
38. TOTAL EXPENSES (add lines 36 to 52)	\$ 8,000	\$16,000	\$24,000
39. SURPLUS/DEFICIT (subtract 35, 53)			
40. Accumulated Surplus/Deficit			
41. In Kind Donations			

DEPARTMENT OF CULTURE, RECREATION AND TOURISM
Act 12 - Information

OFFICE: Cultural Development - Division of the Arts

Recipient

Name: River Oaks Square Arts Center
Address: 1330 Main Street
City & State: Alexandria, LA 71301
Contact Name: **Rachael L. Dauzat**
Telephone Number: 318-473-2670
Fax Number: 318-473-2671

Program Data:

Arts Grant #: FY12-010
Amount to be Transferred: **\$8,000**
Funding Source: State Funds/
Beginning Date: July 1, 2011
Ending Date: June 30, 2012

1. Proposed Plan with Detailed Goals & Objectives:

Since 1984, it has been River Oaks Square Arts Center's mission to promote contemporary visual arts and fine crafts, to stimulate interest in, exhibition of, education of and appreciation for regional, resident and local artists and their work. Currently, over 40 working artists are in residency; an onsite arts academy provides continuous classes for adults and youth; presentation of twenty four exhibitions are featured annually; outreach events are conducted for rural parishes/minority schools; collaborative efforts are ongoing with special needs organizations; and unique in school projects stimulate knowledge and appreciation of fine arts and crafts. River Oaks will continue to offer these needed programs and expanded upon core components via select lectures and demonstrations series for 2011/2012.

2. Proposed Performance Measures for the Project:

The planning and evaluation of ROSAC's programs and activities is a continuous process. At each monthly Board meeting, the Executive, Artistic/Academy Directors along with instructors and other personnel provide a report on all activities and programs conducted in the previous month or semester. Attendance, comments and financial information are reviewed for each activity/program. Through this continuous evaluation process, the Board of Director's and Staff monitor and review the success of each activity. The Board and Staff also monitor the diversity of the individuals involved to help determine the program's success of reaching the entire community. For project specific grants and for classes, ROSAC uses evaluation forms for both instructors and participants. Evaluation forms are also distributed at the entrance of the facility for guest feedback. This information gives an overall review on the impact of the project/organization and comments or suggestion for improvements.

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 12.


Name and Title *Executive Director*