

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

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

Recipient: Cit'e des Arts

- 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

11-7-12

Date



Appointing Authority

10-31-12

Date

DEPARTMENT OF CULTURE, RECREATION AND TOURISM
Act 13 - Information

OFFICE: Cultural Development – Division of the Arts

Recipient:

Name: Cit'e des Arts
Address: 109 Vine Street
City & State: Lafayette, LA
Contact Name: Dr. Brennan
Telephone Number: 3372911122
Fax Number: 3372346064

Program Data:

Arts Grant #: FY13-033
Amount to be Transferred: \$4,050.00
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:

Maintain the position of Programming Director
- Theatre will be booked 90% of weekends during the year
- She will work w/ playwrights to assure at least 3 new plays within the year
- Continue collaboration with other local organizations for joint projects
- Facilitate expansion of our multicultural programming with the inclusion of at least one additional Latin performance this period

2. Proposed Performance Measures for the Project:

Each of these goals and objectives is easily measured.
We will also take into account of artist and audience response through attendance records and any resulting reviews

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.

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	\$ 65,000
2. Contracted Services Revenues [workshops, presentations] <i>Space Rental, Outside production</i>	\$ 20,000
3. TOTAL EARNED REVENUE	\$ 85,000
4. Corporate Support [source] <i>Local Banks</i>	\$ 3,000
5. Foundation Support [source] <i>Harman Foundation</i>	\$ 5,000
6. Other Private Support, Fundraising [source] <i>Fundraisers, Individual Donations</i>	\$ 17,000
7. TOTAL CONTRIBUTED REVENUE	\$ 25,000
8. Federal Government Support [source]	\$
9. Regional Gov't Support [source]	\$
10. State Gov't Support [source] <i>DAF</i>	\$ 6,000
11. Local/Parish Government Support [source] <i>L.C.G. - \$4,000 LCVC - \$5,000</i>	\$ 9,000
12. Local Arts Agency Support	\$
13. TOTAL GOVERNMENT SUPPORT	\$ 15,000
14. Applicant Cash other than above [source] <i>Concessions</i>	\$ 14,000
15. SUB-TOTAL	\$ 139,000
16. DOA Stabilization	\$ 4,050
17. Other DOA Program Grants (specify)	\$
18. Total DOA GRANTS (add lines 16 through 18)	\$
19. TOTAL CASH INCOME	\$ 143,050

EXPENSES (this grant only)	DOA Grant	Cash Match	Total
20. Salaries/Wages/Benefits-Adm	\$ 4,050	\$ 47,950	\$ 52,000
21. Salaries/Wages/Benefits-Artistic	\$	\$	\$
22. Salaries/Wages/Benefits-Tech	\$	\$	\$
23. Payroll Taxes	\$	\$ 3,800	\$ 3,800
24. Professional Services-Artistic	\$	\$ 6,800	\$ 6,800
25. Professional Fees and Services	\$	\$ 15,000	\$ 15,000
26. Production	\$	\$ 5,000	\$ 5,000
27. Occupancy /Utilities	\$	\$ 27,000	\$ 27,000
28. Equipment Rental and Mainten.	\$	\$	\$
29. Technology and Communication	\$	\$ 5,000	\$ 5,000
30. Insurance	\$	\$ 2,200	\$ 2,200
31. Supplies	\$	\$ 1,100	\$ 1,100
32. Postage and Shipping	\$	\$ 600	\$ 600
33. Marketing	\$	\$ 3,000	\$ 3,000
34. Development	\$	\$	\$
35. Travel/Mileage	\$	\$	\$
36. Professional Development	\$	\$	\$
37. Other Expenses	\$	\$	\$ 20,000
38. TOTAL EXPENSES	\$	\$	\$ 141,500
39. SURPLUS/DEFICIT	\$	\$	\$ 1,550
40. ACCUMULATED SURPLUS/DEFICIT	\$	\$	\$ 772
41. In-Kind Donations			\$ 143,950

Concession Inventory
Mortgage Interest