

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

Agency/Program: Louisiana Serve Commission/AmeriCorps

Recipient: *FA Delta Service Corps*

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

09ACHLA001-0006

- | 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: *Stephanie White* *8.26.10*
Contract Monitor Date

Appointing Authority

Date

Louisiana Delta Service Corps AmeriCorps Louisiana Delta Service Corps

Application ID: 09AC094302

Budget Dates: 09/01/2009 - 08/31/2010

Section I. Program Operating Costs

	Total Amt	CNCS Share	Grantee Share
A. Personnel Expenses	233,300	74,200	159,100
B. Personnel Fringe Benefits	36,522	14,500	22,022
C. Travel			
Staff Travel	13,720	6,000	7,720
Member Travel	18,250	0	18,250
Total	\$31,970	\$6,000	\$25,970
D. Equipment			
E. Supplies	11,575	500	11,075
F. Contractual and Consultant Services	16,800	6,000	10,800
G. Training			
Staff Training	5,700	0	5,700
Member Training	15,405	0	15,405
Total	\$21,105	\$0	\$21,105
H. Evaluation	1,500	0	1,500
I. Other Program Operating Costs	53,255	4,000	49,255
Travel to CNCS-Sponsored Meetings	0	0	0
Total	\$53,255	\$4,000	\$49,255
Section I. Subtotal	\$406,027	\$105,200	\$300,827
		26%	74%

Section I Percentage

Section II. Member Costs

A. Living Allowance			
Full Time (1700 hrs)	513,000	384,750	128,250
1-Year Half Time (900 hours)	0	0	0
Reduced Half Time (675 hrs)	0	0	0
Quarter Time (450 hrs)	0	0	0
Minimum Time (300 hrs)	0	0	0
2-Year Half Time (2nd Year)	0	0	0
2-Year Half Time (1st Year)	0	0	0
Total	\$513,000	\$384,750	\$128,250
B. Member Support Costs			
FICA for Members	39,245	29,000	10,245
Worker's Compensation	13,500	0	13,500
Health Care	47,025	25,000	22,025
Total	\$99,770	\$54,000	\$45,770
Section II. Subtotal	\$612,770	\$438,750	\$174,020
		72%	28%

Section II Percentages

Section III. Administrative/Indirect Costs

A. Corporation Fixed Percentage			
Corporation Fixed Amount	39,080	20,560	18,520
Commission Fixed Amount	5,711	2,000	3,711
Total	\$44,791	\$22,560	\$22,231
B. Federally Approved Indirect Cost Rate			
Section III. Subtotal	\$44,791	\$22,560	\$22,231
		50%	50%

Section III Percentage

Section I + III. Funding Percentages			
Budget Totals	\$1,063,588	\$566,510	\$497,078
Budget Total Percentage		53%	47%
Required Match		34%	
# of years Receiving CNCS Funds		6	

Section I + III. Funding Percentages

Budget Totals	\$1,063,588	\$566,510	\$497,078
Budget Total Percentage		53%	47%
Required Match		34%	
# of years Receiving CNCS Funds		6	