

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

Agency/Program: DCRT-Tourism

Recipient: Jeff Davis Parish Tourist Commission

- 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: *Lindsey Schmitt*
Contract Monitor

11-16-12
Date

Ke Edmit
Appointing Authority

7/19/12
Date

**Transmittal to Louisiana Legislative Auditor
of Comprehensive Budget Information**

**Transferring Agency: Office of the Lt. Governor/Department of
Culture, Recreation & Tourism**

Agency #: 267

Program #: CMP 2012-2013

Receiving Agency or Entity

Name	Type	\$ Amount
Alexandria-Pineville CVB	CEA	\$10,000.00
Avoyelles Commission of Tourism	CEA	\$10,000.00
Baton Rouge CVB	CEA	\$10,000.00
Cajun Coast/St. Mary Parish Tourist Comm.	CEA	\$10,000.00
Cameron Parish Tourist Commission	CEA	\$10,000.00
Concordia Parish Indus & Econ. Dev't Dist	CEA	\$2,148.00
Holiday Trail of Lights (Shreveport-Bossier CTB)	CEA	\$9,657.50
Iberia Parish Tourist Comm.	CEA	\$10,000.00
Iberville Parish Tourist Comm.	CEA	\$10,000.00
Jeff Davis Parish Tourist Comm	CEA	\$10,000.00
Lafourche Parish Tourist Comm.	CEA	\$10,000.00
Lake Charles/Southwest LA CVB	CEA	\$10,000.00
Madison Parish Tourist Comm.	CEA	\$1,609.30
Monroe-West Monroe CVB	CEA	\$10,000.00
Natchitoches Parish Tourist Comm.	CEA	\$10,000.00
New Orleans CVB	CEA	\$10,000.00
River Parishes Tourist Comm.	CEA	\$10,000.00
Ruston Lincoln CVB	CEA	\$10,000.00
Sabine Parish Tourist Comm.	CEA	\$10,000.00
Shreveport-Bossier CVB	CEA	\$10,000.00

Please attach email submission/documentation.

Submitted by: Doreen Schnat Date Submitted: 11/16/12

FY '11 - '12 TOURIST COMMISSION BUDGET

ADVERTISING -- \$38,000

<u>DATE</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
				\$38,000.00
7/15/2011	Travel Host	\$279.00		\$37,721.00
	Cassidy Signs	\$350.00		\$37,371.00
	Lamar	\$715.00		\$36,656.00
	BAC Publishing	\$580.00		\$36,076.00
	Thrive, LLC	\$540.00		\$35,536.00
	Jennings Daily News	\$1,300.00		\$34,236.00
7/31/2011	TravelHost	\$314.00		\$33,922.00
	LTPA	\$3,100.00		\$30,822.00
8/15/2011	Cassidy Signs	\$580.00		\$30,242.00
	Visa ~ Charge	\$1,225.00		\$29,017.00
	Lamar	\$400.00		\$28,617.00
	LTPA	\$5,200.00		\$23,417.00
	Renaissance Publishing	\$1,080.00		\$22,337.00
8/31/2011	Lamar	\$400.00		\$21,937.00
9/15/2011	Cassidy Signs	\$350.00		\$21,587.00
	Lafayette Convention & Visitors	\$1,121.72		\$20,465.28
	LTPA	\$250.00		\$20,215.28
9/30/2011	TravelHost	\$314.00		\$19,901.28
	Lamar	\$400.00		\$19,501.28
10/15/2011	Cassidy Signs	\$350.00		\$19,151.28
10/31/2011	TravelHost	\$314.00		\$18,837.28
	Renaissance Publishing	\$1,080.00		\$17,757.28
	Thrive, LLC	\$469.00		\$17,288.28
	Lamar	\$400.00		\$16,888.28
11/15/2011	Cassidy Signs	\$350.00		\$16,538.28
	Tour Louisiana	\$35.00		\$16,538.28
11/30/2011	Lamar	\$400.00		\$16,138.28
12/15/2011	Cassidy Signs	\$350.00		\$15,788.28
12/30/2011	Lamar	\$400.00		\$15,388.28
	Travel Host	\$330.00		\$15,058.28
	Tour Louisiana	\$995.00		\$14,063.28
1/15/2012	Cassidy Signs	\$1,282.50		\$12,780.78
	BAC Publishing	\$580.00		\$12,780.78
1/31/2012	Lamar	\$400.00		\$12,380.78
	Travel Host	\$330.00		\$12,050.78
2/15/2012	Travel Host	\$991.00		\$11,059.78
	Cassidy Signs	\$700.00		\$10,359.78
	Tour Louisiana	\$200.00		\$10,159.78
	Renaissance Publishing	\$1,080.00		\$9,079.78
2/29/2012	Lamar	\$400.00		\$8,679.78
	Travel Host	\$991.00		\$7,688.78
3/15/2012	Cassidy Signs	\$700.00		\$6,988.78
	Lamar	\$400.00		\$6,588.78
3/30/2012	Renaissance Publishing	\$1,080.00		\$5,508.78
4/15/2012	Lamar	\$400.00		\$5,108.78

	A	B	C	D	E	F	G
1	2012 - 2013		MEDIA BUDGET				
2	Advertising	38,000.00					
3	Promotion	20,000.00					
4	Total	58,000.00					
5							
6	ADS						
7	Month	Magazine	Size		Eligible Cost	Ineligible Cost	
8							
9	July / June	Cassidy Sign	Jennings	350.00 X 12	4,200.00		
10			Welsh	350.00 X 12	4,200.00		
11							
12	July / June	Jennings Daily News Parish Guide	1/2 page			1,300.00	
13		JDN website / e-newspaper	link			n/c	
14							
15	July / June	SWLA Visitors Guide	1/2 page			1,160.00	
16							
17	July / June	LTPA Tour Guide	1/2 page			5,200.00	
18		Highlighted listng				250	
19							
20	Feb / Jan	Culinary Tour				6,000.00	
21							
22	June-May	Travel Host	1/3 page	\$991 X 4	3,964.00		
23							
24	May-13	LACVB Cooperative Endeavor (gator on the Bay)				750	
25							
26		Louisiana Outdoor Guide	silver sponsor			1,750.00	
27			photo listing	300 X 4		1,200.00	
28			Basic Listing	X 1		150	
29							
30	Jan - Dec 2012	Tour Louisiana	Silver Plan		995.00		
31		Feb, April, May & July	bottom banner	200 X 4	600.00	200	
32		Nov 2012, March & June 2013	Destination Spotlight	\$300 X 3	900.00		
33							
34	Spring 2013	AAA Texas Journey	1/2 pg ad + 1/2 pg advertorial		3,604.00		
35							
36	2013	LA Attraction Directory	full page			1,650.00	
37							
38		Louisiana Kitchen (e-newsletter)	masthead premium	\$82.50 X 48	3,960.00		
39		Louisiana Kitchen (magazine)	bi-monthly	2,040.00 X 6	12,240.00		
40							
41							
42				TOTAL	34,663.00	\$19,610.00	