

**ARTS COUNCIL OF NEW ORLEANS  
Community Arts Grants  
Project Assistance  
2010 Letter of Agreement**

As a year 2010 recipient of the Community Arts Grants program,

agrees to:

1. Use grant funds of \_\_\_\_\_ to implement the project as described in the Scope of Services attached hereto to cover expenditures for programs and services from January 1 - December 31, 2010; and
2. Report to the Arts Council immediately concerning any changes in "Scope of Services" or "Revised Budget"; and
3. Acknowledge Community Arts Grants support by using the Arts Council's logo and the following credit line on all publications and programs:



This program is supported in part  
Community Arts Grant  
made possible by  
the City of New Orleans as  
as administered by  
the Arts Council of New Orleans.



4. Inform the Arts Council and City officials on a regular basis concerning progress in programs and services through press releases, brochures or programs; and
5. Provide the Arts Council with at least two complimentary tickets if a program is not free to the public so that Arts Council staff may attend funded programs; and
6. Submit a final report including all required attachments and on the designated form to the Arts Council within thirty (30) days after the completion of grant activity period, no later than January 31, 2011. Failure to do so may render recipient ineligible to received the full final payment of the grant award. Recipients in noncompliance may also be asked to return some or all of its initial grant payment. For a year following a determination of noncompliance, the grantee will be ineligible to receive any new grants.
7. Retain all of its records and supporting documentation applicable to this letter of agreement with the Arts Council for a period of three years, and make all such records and supporting documentation readily available upon request, for inspection or audit by representatives of the Arts Council; and

8. Prohibit political activity. None of the funds provided by the Community Arts Grants program shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.
9. Understand that Community Arts Grants are contingent upon the Arts Council of New Orleans' receipt of City funds.

EXECUTIVE DIRECTOR/PRINCIPAL/DIRECTOR OF FISCAL AGENT ORGANIZATION (IF APPLICABLE):

Signature \_\_\_\_\_

Typed Name

Title

Date

Phone

PROJECT DIRECTOR

Signature \_\_\_\_\_

Typed Name

Title

Date

Phone

Grant Number: FY2010-

**ARTS COUNCIL OF NEW ORLEANS  
COMMUNITY ARTS GRANTS**

**Funding Period: January 1 - December 31, 2010**

**Category: Project Assistance**

**Scope of Services Form**

**Name:**

**Grant: \$2,250**

**Give a short summary of your project and indicate whether the project will go forth as described in your original proposal. You must note changes, if any, to be made to your project. Changes that should be included are number of activities, dates, locations, artists to be hired, or other changes.**

**ARTS COUNCIL OF NEW ORLEANS**  
**Community Arts Grants**  
**PROJECT ASSISTANCE**  
**2010 REVISED BUDGET**

Recipient:  
2010 Grant: \$2,250

Review the budget in your original proposal. This revised budget should indicate only how grant funds of \$2,250 will be spent. Any cash match must be shown on the cash match line below.

<b>Personnel - Administrative</b>	_____
<b>Personnel - Artistic</b>	_____
<b>Personnel - Technical</b>	_____
<b>Utilities</b>	_____
<b>Outside Artistic Fees</b>	_____
<b>Outside Other Fees</b>	_____
<b>Space Rental</b>	_____
<b>Travel</b>	_____
<b>Marketing/Printing</b>	_____
<b>Equipment Rental</b>	_____
<b>Supplies and Materials</b>	_____
<b>Postage</b>	_____
<b>Insurance</b>	_____
<b>Shipping</b>	_____
<b>Other (specify) _____</b>	_____
<b>Total Grant Expenditures</b>	<b><u>\$2,250</u></b>
<b>Cash Match</b>	_____
<b>TOTAL CASH BUDGET</b>	_____