

JUMP StArts Program

2013-14 Grant Agreement – Exhibit D: Special Terms and Conditions **Appendix A – Program and Reporting Requirements**

A. Project Manager

The Project Manager shall be the primary contact person during the performance of this grant with responsibility for facilitating communications and efficient interaction between the CAC and the Grantee. The Project Manager is:

Patty Milich
Programs Officer
California Arts Council
1300 I Street, Suite 930
Sacramento, CA 95814-2951
(916) 322-6385; (916) 322-6575 FAX
Patty.Milich@arts.ca.gov

B. Matching Requirements

JUMP StArt Program grants do not require a match.

C. Reporting Requirements

JUMP StArt Program grants require periodic reporting throughout the grant period; two interim reports and a final report. The following is the reporting schedule:

- Interim Report # 1 for the period May 1, 2014 to October 31, 2014
 - Due November 14, 2014
- Interim Report # 2 for the period November 1, 2014 to February 28, 2015
 - Due March 13, 2015
- Final Report for the period May 1, 2014 to June 30, 2015
 - Due July 30, 2015

Accompanying the Final Report, the grantee shall submit:

- A completed 10% Invoice Form
- CAC/NEA Grants Activity Survey

Grantee forms are available on the CAC website:

<http://www.cac.ca.gov/files/forms.php>