

## State-Local Partnership Program

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

#### **A. Project Manager**

The Program Specialist 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 Program Specialist is:

Wayne Cook  
Interim State-Local Partnership Program Contact  
California Arts Council  
1300 I Street, Suite 930  
Sacramento, CA 95814-2951  
(916) 322-6344; (916) 322-6575 FAX  
wayne.cook@arts.ca.gov

#### **B. Matching Requirements**

Matching funds at a level of 1:1 are mandatory. The required match may be from any public or private source. In some instances, in-kind donated services for which a market value can be determined may be used for up to 50% of the required match. Contact SLPP staff to determine eligibility before including in-kind as part of the required match.

#### **C. Reporting Requirements at the End of Grant Activity Period**

Following completion of the activities supported by this grant and/or no later than 30 days after the end of the grant period, the grantee shall submit:

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

**Grantee forms are available on the CAC website:**

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