



# GRANT STANDARD AGREEMENT

## EXHIBIT D – SPECIAL TERMS AND CONDITIONS: APPENDIX A – PROGRAM AND REPORTING REQUIREMENTS 2014-15 Arts on the Air Program

### A. PROJECT MANAGER

The California Arts Council (CAC) Project Manager shall be the primary contact person during the performance of this Grant Standard Agreement (Grant) with responsibility for facilitating communications and efficient interaction between the CAC and the Grantee. The CAC Project Manager is:

Caitlin Fitzwater, Public Information Officer  
California Arts Council  
1300 I Street, Suite 930  
Sacramento, CA 95814-2951  
(916) 324-6617; (916) 322-6575 FAX  
[Caitlin.fitzwater@arts.ca.gov](mailto:Caitlin.fitzwater@arts.ca.gov)

### B. MATCHING REQUIREMENTS

Arts on the Air Program grants require a match. Grantee is required to match grant funds at a dollar-for-dollar (1:1) for this project. Matches may consist of cash and/or in-kind provisions.

### C. REPORTING REQUIREMENTS AND FINAL PAYMENT

Arts on the Air grants require a final report. The Final Report for the grant activity period of June 26, 2015 to June 30, 2016 is due July 30, 2016. The California Arts Council recognizes that Arts on the Air grant activity may not encompass the full period of June 25, 2015-June 30, 2016. If projects are completed earlier, grantees are encouraged to submit their final documentation early.

The final 10% of the total grant award will be held pending receipt of the following materials, due after the completion of activities (Scope of Work) supported by this Grant and no later than 30 days after the end of the grant period:

1. **CAC/NEA Grants Activity Survey** – online submission
2. **Final Report**
3. **Final 10% Invoice Form** – to be completed with original signature
4. **Mail to:**

Lucy Mochizuki, Contract Officer  
California Arts Council  
1300 I Street, Suite 930  
Sacramento, CA 95814-2919

**CAC/NEA Grants Activity Survey** and the **Final Report** should reflect activities as completed during the execution of this Grant.

**The above materials are available on the CAC website, Grantee Forms page at [www.arts.ca.gov/programs/forms.php](http://www.arts.ca.gov/programs/forms.php).**