

STATE OF CALIFORNIA
STANDARD AGREEMENT
 STD 213 (Rev 06/03)

AGREEMENT NUMBER SL-16-00057
REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME
 California Arts Council

CONTRACTOR'S NAME
 Santa Barbara County Office of Arts & Culture

2. The term of this Agreement is: 10/1/2016 through 9/30/2017

3. The maximum amount of this Agreement is: \$ 36,150



4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work	1 page
Exhibit B – Budget Detail and Payment Provisions	1 page
Exhibit C* – General Terms and Conditions	<u>GTC-610</u>

Exhibit Federal - Special Terms and Conditions with Appendix A: Program and Reporting Requirements located at <http://www.arts.ca.gov/programs/forms.php>

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto. These documents can be viewed at <http://arts.ca.gov/files/gtc-610.pdf>.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		California Department of General Services Use Only
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) Santa Barbara County Office of Arts & Culture		
BY (Authorized Signature) 	DATE SIGNED (Do not type) 11/14/16	
PRINTED NAME AND TITLE OF PERSON SIGNING Hannah Rubalcava Grants/Contracts Mgr.		
ADDRESS Post Office Box 2369 Santa Barbara, CA 93120		
STATE OF CALIFORNIA		
AGENCY NAME California Arts Council		
BY (Authorized Signature) 	DATE SIGNED (Do not type) 1-3-17	
PRINTED NAME AND TITLE OF PERSON SIGNING Craig Watson, Director		
ADDRESS 1300 I St., Ste. 930, Sacramento, CA 95814		
		<input type="checkbox"/> Exempt per:

FY16-17 SLP Grant Description and Budget

GRANT DESCRIPTION AND BUDGET EXHIBIT A – SCOPE OF WORK AND EXHIBIT B – BUDGET DETAIL AND PAYMENT PROVISIONS

The Applicant Organization is recognized as the legal Contractor between the California Arts Council with the exception of when a Fiscal Sponsor is indicated below. Fiscal Sponsors accept all Grant Standard Agreement Terms and Conditions as legal Contractor.

Instructions:

Prior to beginning the Award form, **confirm that the email address is accurate on the My Account tab.** Automatic notifications from CAC Culture Grants will be sent to this email address.

Entries and modifications are automatically saved throughout the Award form. After a momentary autosave process, navigation buttons at the bottom of each screen will be accessible. Navigating between pages from the forms menu or utilizing the back/forward/refresh buttons via your web browser prior to the completion of the autosave process *will not retain your work*.

For questions, contact SLP Program Manager Jaren Bonillo, jaren.bonillo@arts.ca.gov, (916) 322-6584

Legal Name of Applicant Organization * : Santa Barbara County Office of Arts & Culture

Legal Name of Fiscal Sponsor Organization :

Contract Number: * : SL-16-00057

This amount **must** match your submitted figure for "TOTAL CAC AWARD" under EXHIBIT B, I. BUDGET DETAIL, below.

EXHIBIT A – SCOPE OF WORK (SLP General Operating)

The following Scope of Work has been pre-populated from your original grant Application, Grant Request Summary. This statement should describe what the approved CAC Award and Matching Funds (if applicable) will support.

By completing and submitting the Grant Description and Budget (Exhibits A and B), you are confirming that the goals of the original request can be met. Contact the Program Manager for your grant if you feel that the Scope of Work may require significant changes necessitated by a large variance in your award amount versus request.

Scope of Work

Your Scope of Work statement should begin with the following: With support from the California Arts Council, [insert Applicant Organization Name here] will...

Maximum 500 characters. * :

SLP funding will be used to leverage staff salary support from the County and City of SB for 2.8 full-time employees that staff an office in SB M-F and now an office in North County 2 days per week to administer grant programs, serve as community convener, host Poetry Out Loud and promote exhibitions and public art projects. Funding will also be used for the acquisition of software to increase staff efficiency and maximize service to constituents.

EXHIBIT B – BUDGET DETAIL AND PAYMENT PROVISIONS

California Arts Council Funds may not be used to support the following: Former grantee organizations not in compliance with CAC grant requirements (as stipulated in grant agreement); Hospitality or food costs; Non-arts organizations not involved in arts activities (as applicants); For-profit organizations (as applicants); Fundraising activities or services such as annual campaigns, fundraising events, or grant writing; Programs of other state or federal agencies; Programs or services intended for private use, or for use by restricted membership; Projects with religious purposes; Operational, administrative or indirect costs of schools, colleges, or universities, or any activities that are part of the curricular base of these institutions; Trusts, endowment funds or investments; Capital outlay, including construction; purchase of land, buildings, or equipment other than consumable production materials; or for the elimination of accumulated deficit; Out-of-state travel activities; Expenses incurred before the start or after the ending date of the grant.

I. BUDGET DETAIL

SLP Grantees:

- Matching funds in the amount of up to \$30,000 is mandatory.
- Travel to the annual CAC Conference for SLPs is mandatory. Please reflect your anticipated costs of attending the 2017 Conference in the budget below.
- If receiving support for Poetry Out Loud (POL), refer to the POL Exhibit B for the amount of your POL Total Award.
- "TOTAL CAC AWARD" must equal "CAC Award", above

Budget Detail Table :

Description	CAC Award	Matching Funds
SLP General Operating Support	\$32,700	\$29,500
SLP Conference Travel	\$500	\$500
SLP: Total Award	\$ 33,200.00	\$ 30,000.00
POL: Total Award	\$2,950	
TOTAL CAC AWARD	\$ 36,150.00	

Budget Detail Notes

Maximum 1,000 characters. :

Source of Match Instructions

Provide the name of the funding source, amount and status (Projected, Pending, or Committed) of your matching funds in the **Source of Match Table** below.

The cash match may be from federal or local government agencies, foundation, corporate, individual contributions, or earned income. Other State agency funds may not be used as a match. In some instances, in-kind donated services for which fair market value can be determined may be used, up to a maximum of 50% of the required match. Contact the CAC Project Manager for this grant, to determine eligibility prior to including in-kind as a portion of your match.

If applicable, identify "Other Contributed", "Earned Income", and "In-Kind" sources in **Source of Match Notes**.

Source of Match Table :

Income Type	Provide Match Source	Match Amount	Status (Projected, Pending, Committed)
Federal Government		\$0	
Local Government/ County	County of Santa Barbara	\$15,000	Committed
Local Government/ City		\$15,000	Committed

	City of Santa Barbara		
Foundation		\$0	
Corporate		\$0	
Individuals		\$0	
Other Contributed	(describe below)	\$0	
Earned Income	(describe below)	\$0	
In-Kind (may not exceed 50% of the Total Match)	(describe below)	\$0	
Total from Matching Fund Sources		\$ 30,000.00	

Source of Match Notes

If providing figures for "Other Contributed", "Earned Income", or "In-Kind", please identify the corresponding Match Source(s) below. If utilizing in-kind donated services to support the match requirement, please describe your method for determining the fair market value of these services.

Maximum 1,000 characters. :

II. PAYMENT PROVISIONS:

Payment provisions for this grant are addressed in *Exhibit D or E - Special Terms and Conditions, Section 6. COSTS AND PAYMENT*, available on the CAC website at www.arts.ca.gov/programs/forms.php.

Submitting your Grant Description and Budget (Exhibits A and B):

When you are ready to submit the Award form (having verified the completion of all required fields and information), select the green **Save and Validate** button below. Alternately, you may select **Validate and Submit** from the Award form navigation menu.

Incomplete required fields will be listed on a validation page with corresponding error messages. Address all listed fields and select the green **Submit** button to finalize the process.

After the successful submission of this Award form, a confirmation message will be sent to the email address of the CAC Culture Grants account holder.

IMPORTANT: Once you have submitted your Award form, you will be returned to the "My Data" tab. **Print three copies** by clicking the right-most printer icon (Print FormSet). Return these copies along with other Grant Package materials, postmarked by the deadline as indicated in **Grant Instructions and Information** for this grant.



GRANT DESCRIPTION AND BUDGET

2016-17 POETRY OUT LOUD

GRANTEE: Santa Barbara County Arts Commission

GRANT NUMBER: SL-16-00057

EXHIBIT B – BUDGET DETAIL AND PAYMENT PROVISIONS

Budget Detail

Description	Amount
Coordination of Poetry of Loud in Santa Barbara County	\$1,500
Coaching and Training	\$ 800
Transportation Stipend for Student Champion and Chaperone	\$ 650
TOTAL GRANT AMOUNT	\$2,950

Payment Provisions

Payment provisions for this Grant are addressed in *Exhibit E – Special Terms and Conditions, Section A.5. COSTS AND PAYMENT*, available on the CAC website at www.arts.ca.gov/programs/forms.php.

2016-17 POETRY OUT LOUD

GRANTEE: Santa Barbara County Arts Commission

GRANT NUMBER: SL-16-00057

EXHIBIT A – SCOPE OF WORK

The following are required responsibilities of Santa Barbara County Arts Commission in the coordination of the California Poetry Out Loud (CA POL) program within Santa Barbara County.

- Publicize the availability of the POL program throughout county.
- Serve as liaison to Lead Teachers and facilitate the registration of participating schools.
- If Partner Agency will be working with Poetry Teaching Artist, serve as liaison between Lead Teachers and Poetry Teaching Artists, providing support for Poetry Teaching Artist participation; and accept invoices and provide payment in full.
- Facilitate classroom and school participation through the distribution and implementation of curriculum materials.
- Provide support for the planning and monitoring of school-wide competitions.
- Coordinate and produce a County Finals competition, to take place on or before **February 15, 2017**, providing County Finals results to CAC.
- Include CAC on communications with County Champion and their Chaperone regarding preparation and logistics for State Finals participation.
- Disperse transportation stipend to the County Champion and their Chaperone and assist as needed with travel arrangements to and from the State Finals competition.
- Provide general marketing and publicity support for POL.
- Use CAC and NEA logos on all printed, electronic materials, and websites (programs, catalogs, postcards, posters, newsletter, leaflets, publications, etc.) that specifically reference POL.
- Pursue additional financial support (from individuals, foundations, corporations etc.) for project implementation and travel arrangements for County Champion, as needed.
- Submit CAC/NEA survey and POL Final Evaluation no later than 30 days after the end of program completion.