CALIFORNIA ARTS COUNCIL

GRANT STANDARD AGREEMENT

EXHIBIT D – SPECIAL TERMS AND CONDITIONS: APPENDIX A – PROGRAM AND REPORTING REQUIREMENTS

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:

Jason Jong, Arts Program Specialist
California Arts Council
1300 I Street, Suite 930
Sacramento, CA 95814
(916) 322-6338
(916) 322-6575 FAX
jason.jong@arts.ca.gov

B. MATCHING REQUIREMENTS

Matching funds are not required for this grant

C. REPORTING REQUIREMENTS AND FINAL PAYMENT

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 <u>no later than 30 days</u> after the end of the grant period:

- 1. CAC/NEA Grants Activity Survey online submission
- **2. Final Report** online submission
- **3. Final Invoice Form** to be completed with original signature (showing **10**% Final Payment Request) and mailed to:

Contract Administrator 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.