

**California Arts Council (CAC)  
Artists In Schools (AIS) Grant Program  
2012-13**

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

**A. Project Manager**

The CAC 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 CAC Project Manager is:

Wayne Cook  
California Arts Council  
1300 I Street, Suite 930  
Sacramento, CA 95814-2951  
(916) 322-6344  
(916) 322-6575 FAX  
Wcook@cac.ca.gov

**B. Matching Requirements**

Matching funds, at a level of dollar-for-dollar (1:1), are mandatory. The cash match may be from corporate, private contributions, local or federal government, or earned income. Other State funds cannot be used as a match.

**C. Final Report**

Following completion of the activities supported by this grant (Scope of Work) and no later than 30 days after the end of the grant period, grantee shall submit:

- 1. California Arts Council/NEA Grants Activity Survey;**
- 2. 10% Invoice Form; and**
- 3. A Final Report.**

The survey, final report and the invoice forms can be accessed, under grantee forms at <http://www.cac.ca.gov/programs/forms.php>.