

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

A. PROJECT MANAGERS

The California Arts Council (CAC) Project Managers shall be the primary contact persons 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 Managers are:

Shelly Gilbride, Arts Program Specialist
California Arts Council
1300 I Street, Suite 930
Sacramento, CA 95814
(916) 324-0075
shelly.gilbride@arts.ca.gov

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

B. REPORTING REQUIREMENTS AND FINAL PAYMENT

On or before **April 30, 2015** (no later 30 days after the end of the grant period), and following completion of the activities supported by this Grant (Scope of Work), Grantee shall submit:

1. **CAC/NEA Grants Activity Survey**
2. **Final Evaluation Form**
3. **Invoice Form** with original signature (showing 10% Final Payment request)

The above materials will be made available on the CAC website, Grantee Forms page at www.arts.ca.gov/programs/forms.php.