

**Louisiana Endowment for the Humanities**  
**PRIME TIME FAMILY READING TIME®**  
**Community Organizer Contract**  
for Qualifying Louisiana and Affiliate States

**COORDINATORS: PLEASE CHANGE THE INFORMATION INSIDE THE GRAY TEXT BOXES TO CUSTOMIZE**

**PROJECT:** PRIME TIME FAMILY READING TIME®

**FUNDING SOURCE:** Louisiana Endowment for the Humanities  
Louisiana Humanities Center at Turners' Hall  
938 Lafayette St., Ste. 300  
New Orleans, LA 70113

**CONTRACTOR:** Library or Institution  
Address  
Phone Number

**PROGRAM COORDINATOR:** Name and title of PRIME TIME Coordinator

**SERVICE PROVIDER:** Name  
Address  
Phone Number

**SOCIAL SECURITY NUMBER:** Federal Tax ID# 123-45-6789

**SCOPE OF SERVICES:** (Program coordinator determines how much of the following will be provided by the Community Organizer.)

- Recruit families
- Assist in developing transportation route
- Call families each week to remind them to come
- Be present at each session to assist with: Registration, Circulation of books, Serving food

**PROGRAM DATES:** Thursday, September 23, 2010 Thursday, September 30, 2010  
Thursday, October 7, 2010 Thursday, October 14, 2010  
Thursday, October 21, 2010 Thursday, October 28, 2010

**PROGRAM TIME:** 6:00 p.m. to 7:30 p.m. Work schedule: 5:45 p.m. – 7:45 p.m.

**PROGRAM LOCATION:** Site Name  
Street Address  
City, State Zip

**COMPENSATION:** \$350

**PAYMENT:** Payment (made payable to Service Provider) will be made by the Louisiana Endowment for the Humanities upon receipt of the invoice from the Program Coordinator at the end of the program.

\_\_\_\_\_  
*Service Provider*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Program Coordinator*

\_\_\_\_\_  
*Date*