

**ATTACHMENT A - PLAN**

Act 13 of 2012 20-901

NAME OF CONTRACTING PARTY:

**Iberia Economic Development Authority (IEDA)**

NAME AND BRIEF NARRATIVE OF PROGRAM:

Maintenance of daily operations of the IEDA

**Program Goals, Objectives, Expected Outcomes/Results Activities and Related Performance Measures (Duplicate pages as needed for each goal identified). What are the goals, objective(s), expected outcomes/results for this program:** Indicate the goals/objectives for this program. Indicate the expected outcomes/results for each goal. Explain how each goal, objective, outcome/result is measured. Identify activities that will be implemented to achieve expected outcomes, the person(s) responsible for implementing the activity, and the expected completion date.

1. Program Goal (*Goals are the intended broad, long-term results. Goals are clear statements of the general end purposes toward which efforts are directed.*)

To facilitate economic development activities for Iberia Parish through the IEDA by collecting and maintaining vital statistics and demographics, coordinating efforts between local governments and potential relocating businesses and by establishing a plan to ensure progressive business development.

2. Program Objective(s) (*Objectives are intermediate outcomes--specific, measurable steps towards accomplishing the goal, that identify the expected outcomes and results. The program objective must include a percentage, a specific dollar amount or a number.*)

1. Use approximately \$59,200 to pay for the operating expenses of the IEDA by June 30, 2013
2. Use approximately \$4,000 to pay for legal services of the IEDA by June 30, 2013

3. Relevant Activity (Activities) (*An activity is a distinct subset of functions or services within a program to meet the Program Objective.*)

Recording and maintenance of minutes from authority meetings

Answering correspondence from letters and emails

Arrange for the publication of legal notices and meeting minutes

Coordination of the development of the Progress Point Business Park

Maintenance and upgrade of information technology systems

Submission of state mandated reports and maintenance of state mandated online information reporting

4. Performance Measure(s) (*Measure the amount of products or services provided or number of customers served. Specific quantifiable measures of progress, results actually achieved and assess program impact and effectiveness. A Performance Measure must be designated as a percentage, a specific dollar amount or a number.*)

1. Amount paid toward operating expenses of the IEDA
2. Amount paid toward legal fees of the IEDA

**ATTACHMENT B**  
Page 1  
**Project Budget (2012-2013)**  
Act 13 of 2012

20-901

**Iberia Economic Development Authority**

**Anticipated Income or Revenue**

<u>Sources</u> <i>(list all sources of revenue)</i>	<u>Amounts</u>
1. Sales Tax Dedication	\$63,200
2.	\$
3.	\$
<b>Total all sources</b>	<b>\$63,200</b>

**Anticipated Expenses**

<u>Expense Categories</u>	<u>Total Amount</u> <i>(see Footnote 1 below)</i>	<u>Amount Line Item</u> <u>Appropriation</u> <i>(see Footnote 2 below)</i>
Gross Salaries(See Attachment B, Page 2)	\$	\$
Related Benefits (Employer share)	\$	\$
Travel	\$	\$
<b>Operating Services:</b>		
Advertising and Marketing	\$2,400	\$2,400
Printing	\$	\$
Insurance	\$1,000	\$1,000
Maintenance of auto, movable property	\$2,500	\$2,500
Maintenance of building and grounds	\$	\$
Rentals	\$	\$
Software Licensing	\$	\$
Dues and Subscriptions	\$	\$
Telephones and Internet Service	\$	\$
Postage	\$	\$
Utilities	\$	\$
Office Supplies	\$3,500	\$3,500
Professional & Contract Services (See Attachment B, Page 3)	\$13,800	\$13,800
Other Charges (See Attachment B, Page 4)	\$40,000	\$40,000
Acquisitions & Major Repairs	\$	\$
<b>Total Use of the Appropriation</b>	<b>\$63,200</b>	<b>\$63,200</b>

*(Budget categories listed above reflect a typical budget and may be adjusted by the agency and recipient to reflect actual categories necessary for each individual program. Salaries and Professional & Other Contract Services and Other Charges shall be detailed using Pages 2, 3 and 4 of Attachment B).*

*All numbers must be rounded to the nearest dollar..*

Footnote (1) This column represents expenditures by category and **MUST** equal total sources listed above.

Footnote (2) This column represents the portion of expenditures by category funded by the state appropriation provided by this Cooperative Endeavor Agreement.

# ATTACHMENT B

Page 3

## Schedule of Professional and Other Contract Services

Act 13 of 2012

20-901

Name of Contracting Party: Iberia Economic Development Authority

Name of Program: Operations and Maintenance

Name and Address of Individual and/or Firm	Nature of Work Performed and Justification for Services	Total Contract Amount	Total Paid by Appropriation
Andrea Theriot	Clerical	\$9,000	\$9,000
Jeff Simon	Legal	\$4,000	\$4,000
To Be Determined	Auditing	\$ 800	\$ 800

Totals

\$13,800

\$13,800

# ATTACHMENT B

Page 4

## Schedule of Other Charges

Act 13 of 2012

20-945

Name of Contracting Party: Iberia Economic Development Authority

Name of Program: Operating Expenses of the Authority

Provide a description of the intended use of the funds listed in Other Charges and the dollar amount. Each use should be listed separately. Do not budget funds in Other Charges that can be placed in another expenditure category.	List dollar Amount for each use
Costs associated with the development and planning of a Business Park	\$25,000
Maintenance of technology equipment and upgrades	\$ 5,000
Legal Advertising and cost associated with publication of notices, minutes, etc.	\$ 5,000
Geographically Information System Participation Costs	\$ 5,000
	Total – Should agree with Attachment B, Page 1 \$40,000