

**DEPT OF NATURAL RESOURCES**  
**HB 1 – Legislative Auditor Recipient Budget/Funding Compliance Report**  
 (ebudgets@lla.la.gov)  
 02/09/2012

St James Parish  
 DNR No. 2516-12-08  
 CFMS No. 703678

**COASTAL RESOURCES PROGRAM**  
**Fiscal Budget**  
**July 1, 2011 – June 30, 2012**

<b>1. Personnel &amp; Fringe</b>		<b>State</b>	<b>Local</b>	
Operations Director	5 hrs./wk.	\$15,951		
Operations Supervisor	4 hrs./wk.		\$ 8,042	
Executive Secretary	5 hrs./wk.	7,419	2,653	
Secretary/Receptionist	4 hrs./wk.	<u>3,488</u>		
		\$26,858	<u>\$10,695</u>	
<b>2. Travel/Fuel &amp; Oil</b>				
Conferences & Seminars			\$ 200	
Fuel & Oil			2,200	
Commissioner's per Diem			<u>3,360</u>	
			\$5,760	
<b>3. Administrative Expense</b>				
Office Supplies			\$ 445	
Printing/Postage			200	
Equipment Rentals			885	
Repairs & Maintenance			<u>500</u>	
			\$2,030	
<b>TOTALS</b>		<b>\$26,858</b>	<b>\$18,485</b>	<b>\$45,343</b>

# REQUEST FOR CONTRACT

DATE:

REQUESTING OFC/DIV: OCM / IA/FSD

TYPE OF CONTRACT:

DIVISION ADMIN.: Gregory DuCote

Contract  Cooperative Agmt.

ASSISTANT SEC.: Louis Buatt

Amendment  Interagency Agmt.

ACCOUNTING REVIEW - Source & Availability of Funds: JWB 5/3/11

Budget Unit of State  Yes  No

1. Contracting Party: St. James Parish Council  
Address: Courthouse, P.O. Box 106  
Convent, LA 70723

Contact Person: Jody Chenier  
Telephone No.: (504) 562-2262  
Federal Tax ID#: 72-6001228

2. a) Amount: \$ 45,343.00\*

b) Funding Source: State: Wetland Trust Fund/Generated Fees

c) Cost Center No. 2516/2502 2516-12-08

d) Grant No.: Contingent on NOAA 11/12 grant

e) Project No.: \_\_\_\_\_

#9

3. A copy of DNR insurance requirements was provided to this proposed contractor.

Signature: [Signature]  
Jon Truxillo, Project Manager

4. Contract Term: 7/01/11 - 6/30/12 Justify if more than 12 months:

5. Project Title: "St. James Parish Local Coastal Program Implementation"  
Objective: To enable implementation of the Parish's Local Coastal Program. This LCP has state and federal approval and is expected to continue to be implemented in a manner consistent with the Louisiana Coastal Resources Program (LCRP) which enables the state to remain eligible for federal funding.

6. Payment:  Actual Costs Incurred;  Fee Schedule;  Hourly;  Other (Explain)  
To be paid in twelve monthly payments of \$2,238.17 each.

7. Documentation
- A. Scope of Services must include Deliverables, Budget & Reports (type, frequency and # of copies)
  - B. Resumes (1 copy)
  - C. Contract Certification Form (DNR-CD)
  - D. Contract Justification Form (DNR-CJ)
  - E. Civil Service Justification Form (DNR-CS)
  - F. Request for Sole Source Selection (DNR-RS)

CONTINGENT UPON APPROVAL OF THE 2011 APPROPRIATIONS BILL.

**Amendment - Complete items 1, 4, 5, 8 (as applicable) and 9**

8. Original Amt. \$ \_\_\_\_\_ Amt. of Increase \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

Funding Source: \_\_\_\_\_ Grant No.: \_\_\_\_\_ Contract No.: \_\_\_\_\_

9. Type of Amendment: \_\_\_\_\_ Time Extension \_\_\_\_\_ Date Extended \_\_\_\_\_  
\_\_\_\_\_ Budget Increase \_\_\_\_\_ Scope of Services \_\_\_\_\_

Reasons for Amendments: \_\_\_\_\_

## FOR CONTRACTS & GRANTS USE ONLY:

ACCOUNTING FOR BA22:

SECRETARY APPROVAL: [Signature] DATE: 6/7/11

\*\$17,858.00 through LDNR 2516  
\*\$ 9,000.00 CPRTF 2502/M100  
\*\$18,485.00 parish match

Please provide funding availability and Return to Contracts & Grants

[Signature] 4/21/11