

STATE OF LOUISIANA

COOPERATIVE ENDEAVOR AGREEMENT

DEPARTMENT OF CULTURE, RECREATION AND TOURISM, OFFICE OF TOURISM
AND

TANGIPAHOA PARISH TOURISM COMMISSION
(West Florida Republic Commission-Line item appropriation)

THIS COOPERATIVE ENDEAVOR AGREEMENT is made and entered into by and between the Department of Culture, Recreation and Tourism, Office of Tourism of the State of Louisiana, hereinafter referred to as "State" and/or "Agency," and Tangipahoa Parish Tourism Commission officially domiciled at 13143 Wardine Road, Hammond Louisiana 70401, on behalf of the West Florida Republic Commission, officially domiciled at the Center for Southeast Louisiana Studies at Southeastern Louisiana University located in Tangipahoa parish, both hereinafter together referred to as " the Commission."

ARTICLE I

WITNESSETH:

1.1 WHEREAS, Article VII, Section 14(c) of the Constitution of the State of Louisiana provides that "for a public purpose, the state and its political subdivisions...may engage in cooperative endeavors with each other, with the United States or its agencies, or with any public or private association, corporation, or individual;" and

1.2 WHEREAS, in accordance with La. R.S. 51:1254, the Office of Tourism was established to be responsible for the design, plan, development and implementation of the effective and accurate promotion of Louisiana's history, culture, art, folklife, recreational and leisure opportunities, natural and science resources, transportation, cuisine, site, attractions, accommodations, and events and the Office of Tourism is mandated to encourage and assist local governmental and private sector development for the promotion of tourism; and

1.3 WHEREAS, Act 41 of the 2010 Regular Session of the Louisiana Legislature, which was adopted in accordance with Article VII, Section 10, of the Constitution of the State of Louisiana, is the appropriation for the expenditure of State funds, and Act 41 contains an appropriation within the Agency's budget for the benefit of the West Florida Republic Commission of which the sum of TWENTY FIVE THOUSAND & NO/100 (\$25,000.00) DOLLARS has been allocated to administer this program as set forth in the Act; and

1.4 WHEREAS, in accordance with RS 36:209 the West Florida Republic Commission was placed within the Department of Culture, Recreation and Tourism, established under HB No. 188, Act 54 in the 2009 regular session to plan and develop activities appropriate to commemorate the bicentennial of the West Florida Revolt and the creation of the West Florida Republic from which the Florida Parishes of Louisiana derived their name and distinctive identity (R. S. 25:571-576); and

1.5 WHEREAS, the West Florida Republic Commission (the Commission) consists of the parishes of St. Tammany, Washington, Tangipahoa, Livingston, St. Helena, West Feliciana, East Feliciana and East Baton Rouge; and

1.6 WHEREAS, the Tangipahoa Parish Tourist Commission is one of the parishes included in the Commission under the Act, has agreed to assist the West Florida Republic Commission by serving as the

fiscal agent in regards to ensuring program components and fiscal responsibility for funding to be used to carry out the legislative intent to commemorate the bicentennial of the West Florida Parishes of Louisiana; and

1.6 WHEREAS, this bicentennial celebration will include educational components to promote public awareness of Louisiana's history and culture; and will also support the tourism goal of maintaining the State of Louisiana as a unique and desirable travel destination.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

ARTICLE II
SCOPE OF SERVICES

2.1 **The Commission shall:**

Ensure the establishment of the West Florida Republic Commission as set forth under HB 188, Act NO. 54 of the 2009 Regular Session of the Louisiana Legislature and shall also comply with all terms of the Act to include:

- 1) Planning and developing appropriate activities to commemorate the bicentennial of the West Florida Revolt and the establishment of the West Florida Republic;
- 2) Encourage private organizations and local government to organize and participate in the bicentennial activities commemorating the unique history of the Florida Parishes;
- 3) Serve as a clearinghouse for collecting and disseminating information about bicentennial events and plans in the parishes of Washington, St. Tammany, Tangipahoa, St. Helena, Livingston, East Feliciana, West Feliciana and East Baton Rouge;
- 4) Encourage the development of the celebration's commemorative days, special events, and traveling exhibits related to the West Florida Revolt and establishment of the West Florida Republic;
- 5) Encourage literacy and artistic endeavors related to the history and identity of the Florida Parishes as well as development of endeavors which promote tourism related to the history and identity of the parishes;
- 6) Seek cooperation, advice, and assistance from both private and public agencies and organizations, including local government, learned societies, academic institutions, and historical, philanthropic, civic and professional groups and associations.
- 7) Ensure the complete accounting of all funds to include providing disclosures for all persons and/or organizations providing services under this agreement to include the name, address, services provided and amount of funding being received, which shall be supported by documentation to include copies of invoices, paid checks, agreements or other documentation.

2.2 **Deliverables:** The Commission shall provide the agency with quarterly **Progress Reports (Attachment C) and Cost Reports (Attachment D)** accompanied by adequate documentation that all activities for the bicentennial celebration are being carried out as commissioned. Event documentation shall include copies of plans, programs, photographs, schedules and copies of publicity materials for activities and events.

2.3 A **Final Report** of all activities shall be submitted upon completion of all services to ensure the leveraging of a return on the State's investment in the project, which report shall include details regarding the activities, the estimated attendance at events, list of community participants and support documentation for all expenditures as noted in the Payment Terms, which payment requests shall be in compliance with the **Budget**.

Budget: The **Budget** for this Project is incorporated herein as "**Attachment B**" which is attached hereto and made a part hereof by reference and shows the anticipated revenues and expenditures for this endeavor.

ARTICLE III **MONITORING**

3.1 Jack Warner, Deputy Assistant Secretary of the Office of Tourism, his designee, supervisor, or successor will monitor the performance of services in the following manner:

3.2 **Monitoring Plan:** During the term of this agreement, the Commission shall discuss with State's Contract Monitor, the progress and results of the Project; providing ongoing communication; and shall provide information regarding any deficiencies and other matters that may reflect negatively on the project.

The Contract Monitor shall review and analyze the Commission's performance in compliance with the Act and the Cooperative Endeavor Agreement in the following manner:

1. Review Progress and Cost Reports to ensure compliance with the goals and objectives as set forth in the Act to determine the progress made;
2. Contact Commission to secure any missing deliverables or information,
3. Maintain telephone and/or e-mail contact with the Commission to gather updates regarding efforts and activities, and if necessary, make visits to business sites in order to review and discuss the progress to ensure that performance goals are being achieved and to verify information when needed.
4. Ensure that expenditures or reimbursements requested in **Cost Reports** are in compliance with the approved **Budget**. Contract Monitor shall coordinate with Agency's fiscal office for and shall contact the Commission for further details, information or documentation when requested.

Between required performance reporting dates, the Commission shall inform Contract Monitor of any problems, challenges, delays or adverse conditions that will materially affect the ability to meet objectives, prevent the meeting of time schedules and goals, or preclude the attainment of results by established time schedules and goals. Commission's disclosure shall be accompanied by a statement describing the action taken or contemplated and shall note any assistance that may be needed to resolve the situation.

ARTICLE IV **PAYMENT TERMS**

4.1 Act 41 of the 2010 Regular Session of the Louisiana Legislature, contains an appropriation within the Agency's budget for the benefit of the West Florida Republic Commission created and established under the Department of Culture, Recreation and Tourism in the amount not to exceed TWENTY FIVE THOUSAND & NO/100 (\$25,000.00) DOLLARS. This amount has been allocated within the Agency's budget to administer in the form of vouchers for reimbursements. Request for reimbursement must be in compliance with the State's fiscal guidelines and shall not exceed the amount

allocated in the Act.

A one time disbursement in advance of services may be requested only if the Commission provides a signed statement from the appropriate authorized representative noting that there are no other funding sources available to support the initiation of activities, and the Commission must provide sufficient justification, supported by a business plan of work and a comprehensive breakdown of the expenditures to ensure the planning of activities to include meetings, publicity, and other program needs. The one time request shall not exceed the maximum of 25% (\$6,250.00) and may be requested in the form of a voucher. No funding will be paid prior to the approval of this agreement by the Louisiana Division of Administration, Office of Contractual Review. The remaining payments will be made through reimbursements request only, and accompanied by supporting documentation for all prior voucher expenses and current reimbursements.

Thereafter, the Commission shall request at least quarterly reimbursements from the State for incurred expenses. All requests for reimbursements shall be accompanied by **Progress Reports and Cost Reports**, supported by adequate supporting documentation (including copies of invoices, contracts, checks and other appropriate records reflecting expenses incurred) which shall be attached to the reports. All original documentation supporting the Reports shall be maintained by Commission and shall be subject to audit, as hereinafter stated.

4.2 Travel expenses, if any, shall constitute part of the total maximum payable and shall be allocated in the attached budget. All reimbursements for travel must be in accordance with Division of Administration Policy and Procedure Memorandum No. 49. Invoices and/or receipts for any pre-approved reimbursable expenses or travel expenses must be provided or attached to the Cost Reports for reimbursement.

4.3 Reimbursements under this agreement will be allowed only for expenditures occurring between and including the dates of **July 1, 2010 and September 23, 2011**. Activities for the bicentennial celebration shall be completed by that date. Payment is contingent upon the availability of funds and upon the approval of this agreement by the Office of Contractual Review.

4.4 No funds appropriated under Act 41 of the 2010 Regular Legislative Session shall be transferred to a public or quasi-public agency or entity which is not a budget unit of the state unless the entity (e.g., a contractor, contracting party, grantee, etc.) executes a copy of the Agreement (or contract, grant, etc.) and submits to the transferring agency (e.g., CRT, LOT, OCD, etc.), for approval, a comprehensive Budget showing all anticipated uses of the appropriation, an estimate of the duration of the project, and a plan showing specific goals and objectives for the use of such funds, including measures of performance. The transferring agency shall submit the Agreement, the Budget, and any other required information to the Legislative Auditor for approval at ebudgets@lla.la.gov.

Under circumstances such that the Commission has not demonstrated substantial progress towards goals and objectives, based on established measures of performance, further disbursements shall be discontinued until substantial progress is demonstrated or the entity has justified to the satisfaction of the agency reasons for the lack of progress. If the agency determines that the recipient failed to use the Line Item Appropriation within the estimated duration of the project or failed to reasonably achieve its specific goals and objectives, without sufficient justification, the agency shall cease reimbursements to the Contractor, demand any unexpended funds from advanced payments be returned to the State, and all unexpended funds will be returned to the state treasury unless approval to retain the funds is obtained from the Division of Administration and the Joint Legislative Committee on the Budget. For a public or quasi-public agency or entity which is a recipient under Act 41 of 2010, the transferring Agency shall

forward to the Legislative Auditor, the Division of Administration, and the Joint Legislative Committee on the Budget a report showing specific data regarding compliance with this Section and collection of any unexpended funds. This report shall be submitted no later than May 1, 2011.

If it is determined by the State's Contract Monitor or by an audit that state funds were expended on non-reimbursable expenses, the Commission will be required to repay the State in accordance with the Agency's terms.

If it is found in any audit that the Commission defaulted on the agreement, breached the terms of the agreement, or ceased to do business in Louisiana, it shall be required to repay the State in accordance with the State's terms.

4.4 4.5 Taxes-The Commission hereby agrees that the responsibility for the payment of taxes from the funds thus received under this agreement and/or legislative appropriation shall be the Commission's obligation and identified under Federal tax identification number 72-0949236.

ARTICLE V **TERMINATION FOR CAUSE**

5.1 The State may terminate this agreement for cause based upon the failure of Commission to comply with the terms and/or conditions of the agreement; provided that the State shall give the Commission written notice specifying Commission's failure. If within thirty (30) days after receipt of such notice, the Commission shall not have either corrected such failure or, in the case which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then the State may, at its option, place Commission in default and the agreement shall terminate on the date specified in such notice. Commission may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the State to comply with the terms and conditions of this agreement; provided that the Commission shall give the State written notice specifying the State's failure and a reasonable opportunity for the State to cure the defect.

ARTICLE VI **TERMINATION FOR CONVENIENCE**

6.1 The State may terminate this agreement at any time by giving thirty (30) days written notice to Commission. Upon receipt of notice, the Commission, unless the notice directs otherwise, shall immediately discontinue work and the placing of orders, for materials, facilities, services and supplies in connection with the performance of this Agreement. Commission shall be entitled to payment for deliverables in progress; to the extent work has been performed satisfactorily.

ARTICLE VII **OWNERSHIP**

7.1 All records, reports, documents and other material delivered or transmitted to Commission by the State shall remain the property of the State, and shall be returned by Commission to the State, at Commission's expense, at termination or expiration of this agreement. All records, reports, documents, or other material related to this agreement and/or obtained or prepared by Commission in connection with performance of the services contracted for herein shall become the property of the State, and shall, upon request, be returned by Commission to the State at Commission's expense at termination or expiration of this agreement.

ARTICLE VIII
ASSIGNMENT

8.1 The Commission shall not assign any interest in this agreement and shall not transfer any interest in same (whether by assignment or novation), without prior written consent of the agency.

ARTICLE IX
FINANCIAL DISCLOSURE

9.1 The State reserves the right to audit the Commission's records in accordance with R.S. 24:513. If the amount of public funds received by the Commission is below the amount for which an audit is required under R.S. 24:513, the Agency shall monitor and evaluate the use of the funds to ensure effective achievement of the goals and objectives.

X
AUDITOR'S CLAUSE

10.1 It is hereby agreed that the Legislative Auditor of the State of Louisiana, and/or the Office of the Governor, Division of Administration auditors shall have the option of auditing all records and accounts of the Commission that relate to this agreement.

10.2 Contractor and any subcontractors paid under this agreement shall maintain all books and records pertaining to this agreement for a period of three years after the date of final payment.

XI
AMENDMENTS IN WRITING

11.1 Any alteration, variation, modification, or waiver of provisions of this agreement shall be valid only when it has been reduced to writing, executed by all parties to this agreement and approved by the Director of the Office of Contractual Review, Division of Administration.

XII
FISCAL FUNDING CLAUSE

12.1 The continuation of this agreement is contingent upon the legislative appropriation of funds to fulfill the requirements of the agreement. If the legislature fails to appropriate sufficient monies to provide for the continuation of the agreement, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the agreement, the agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

XII
TERM OF CONTRACT

13.1 This agreement shall begin on **July 1, 2010** and shall terminate on **November 30, 2011**.

ARTICLE XIV
DISCRIMINATION CLAUSE

14.1 The Commission agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972,

Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and Contracting Party agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Commission farther agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by Contracting Party, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this agreement.

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on the 17th day of Sept., 2010.

WITNESSES:

Louisiana Department of Culture, Recreation & Tourism

Ami B. B.

Pam Breaux

Pam Breaux, Secretary

C.D. Weisman

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on the 14th day of September, 2010.

WITNESSES:

DCRT, Office of Tourism

Chapelle L. L...
Belma Gray

James "Jim" Hutchinson

James "Jim" Hutchinson, Assistant Secretary

THUS DONE AND SIGNED AT Hammond, Louisiana on the 22 day of Sept., 2010.

WITNESSES:

Tangipahoa Parish Tourist Commission

Betty C. Stewart

Emily McKneely

Emily McKneely, Director of Sales

Dana Enolt

ATTACHMENT A" PLAN

NAME OF CONTRACTING PARTY:
Tangipahoa Parish Tourist Commission for the West Florida Republic Commission

NAME AND BRIEF NARRATIVE OF PROGRAM:
Commemorative Celebration of the West Florida Revolt and the creation of the West Florida Republic (Florida Parishes)

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.*)

The overall goal is the implementation of a bicentennial celebration in accordance with HB No. 188, Act 54 in the 2009 regular session, designed to commemorate and educate the public on historical aspects regarding the **West Florida Revolt** and the creation of the **West Florida Republic** which is now recognized as the Florida parishes that were not originally a part of the Louisiana Purchase, but remained a part of the Spanish Empire prior to being overthrown by U. S. armed rebels.

2. Program Objective(s) (*Objectives are intermediate outcomes--specific, measurable steps towards accomplishing the goal They identify the expected outcomes and results*).

The objective is to plan and implement activities in accordance with the Scope of Service as appropriate to commemorate the bicentennial of the West Florida Revolt and the creation of the West Florida Republic from which the Florida Parishes of Louisiana derived their name and distinctive identity. Activities should engage participants into wanting to learn more and to stimulate interest in the circumstances that led to the successful addition of the Florida parishes to the State's union of parishes. See Scope of Services for details of the Act

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

1. Stimulating interest through publicity regarding the upcoming activities and need to commemorate
2. Planning and developing commemorative items designed to stimulate interest and educate
3. Develop walking trails that educate on the subject matter
4. Theatrical productions, historical reenactments, lectures & other educational programming
5. Festival and other fun and entertaining community activities that stimulate interest and community participation.

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.*)

1. Number of activities and the relevance of activities
2. List of quality, experienced and relevant lecturers provided
3. Number of participants at each event
4. Quality of publicity material and channels for publicity
5. Media attention
6. Feedback provided by participants
7. Ability to comply with the terms of the agreement and Act in all aspects

“ATTACHMENT A”
Page 1
Project Budget (2010-11)
Tangipahoa Parish Tourism Commission
For the

West Florida Republic Commission

Anticipated Income or Revenue

<u>Sources</u> <i>(list all sources of revenue)</i>	<u>Amounts</u>
Sponsorship Contributions, Projects & Promotions	\$
Revenue – Interest Income, Souvenir Sales	\$
State of Louisiana – Other	\$
DCRT, Tourism	<u>\$25,000.00</u>
Total Anticipated Revenue	\$25,000.00

<u>Expense Categories</u>	<u>Total Amount</u>	<u>Amount of Line Item Appropriation</u>
“Only in Louisiana” Theatrical Production	\$8,000	\$8,000
West Florida Historical Trail	\$5,000	\$5,000
Parish dedications	\$8,000	\$8,000
End of Bicentennial Celebration	\$3,000	\$3,000
Development of the Anthem	<u>\$1,000</u>	<u>\$1,000</u>
Total Use of the Appropriation	\$25,000	\$25,000

(Budget categories listed above reflect a typical budget and may be adjusted by the Contracting Party and Agency to reflect actual categories necessary for each individual program. Salaries and Professional & Other Contract Services shall be detailed using pages 2 and 3 of Attachment B).

ATTACHMENT B
Page 2
SCHEDULE OF PROFESSIONAL AND OTHER CONTRACT SERVICES

Name of Organization: Tangipahoa Parish Tourism Commission for the West Florida Republic Commission
Name of Program: Commemorative Celebration of the West Florida Revolt and the creation of the West Florida Republic (Florida Parishes)

Name and Address of Individual and/or Firm	Nature of Work Performed and Justification for Services	Total Contract Amount	Total Paid by Appropriation
<p>Stephen Schepker, Southeastern Louisiana Theater Department SLU Box 10815, Hammond LA 70402-0815</p>	<p>Develop and produce the West Florida Republic play to be showcased in Hammond and St. Francisville. Services include advertisements, play development, casting call, rehearsals, costumes, tickets, and miscellaneous play related expenses.</p>	<p>\$7,000</p>	<p>\$7,000</p>
<p>Brian Hanson Southeastern Louisiana University Music Department 70121, 2nd Street, Covington, LA 70433</p>	<p>Development of the symphonic sheet music for the West Florida Republic National Anthem. Numerous versions of sheet music developed and utilized during not less than six (6) associated events.</p>	<p>\$1,000</p>	<p>\$1,000</p>
<p>Jim Winter, Assistant Professor of Acting and Directing at Southeastern Louisiana University SLU Box 10815 Hammond, LA 70402-0815</p>	<p>Development of the script for the play entitled "Only in Louisiana."</p>	<p>\$1,000</p>	<p>\$1,000</p>

ATTACHMENT B-2

**Page 3
STAFFING
CHART**

Name of Organization: *Tangipahoa Parish Tourist Commission for the West Florida Republic Commission*

Name of Program: *Commemorative Celebration of the West Florida Revolt and the creation of the West Florida Republic (Florida Parishes)*

Name	Title	Total Salary Amount	Total Appropriation Amount	Salary Paid by Percentage	Related Benefits	Full time or Part Time # of months
<p>N/A</p> <p>No staff will be paid with appropriated funds.</p>						

“ATTACHMENT C

Page 4

Progress Report Format

(Information to be submitted at least quarterly showing the progress achieved)

Organization: *Tangipahoa Parish Tourist Commission for the West Florida Republic Commission*
Name of Program: *Commemorative Celebration of the West Florida Revolt and the creation of the West Florida Republic (Florida Parishes)*

Contact Name: *Emily McKneely, Tangipahoa Parish Tourist Commission*
Telephone: *985-542-7520* **Fax:** *985-542-7521*

Current Status or Progress

	<p>Goal: The overall goal is the implementation a bicentennial celebration in accordance with HB No. 188, Act 54 in the 2009 regular session, designed to commemorate and educate the public on the historical aspects regarding the West Florida Revolt and the creation of the West Florida Republic which is now recognized as the Florida parishes that were not originally a part of the Louisiana Purchase, but remained a part of the Spanish Empire prior to being overthrown by U. S. armed rebels.</p>
	<p>Objective(s): The objective is to plan and implement activities in accordance with the Scope of Service as appropriate to commemorate the bicentennial of the West Florida Revolt and the creation of the West Florida Republic from which the Florida Parishes of Louisiana derived their name and distinctive identity. Activities should engage participants into wanting to learn more and to stimulate interest in the circumstances that led to the successful addition of the Florida parishes to the State's union of parishes. See Scope of Services for details of the Act.</p>
	<p>Sample Activities: Program activities may include but are not limited to:</p> <ol style="list-style-type: none"> 1. Stimulating interest through publicity regarding the upcoming activities and need to commemorate 2. Planning and developing of commemorative items designed to stimulate interest and educate 3. Develop walking trails that educate on the subject matter 4. Theatrical productions, historical reenactments, lectures & other educational programming 5. Festival and other fun and entertaining community activities that stimulate interest and community participation.
	<p>Performance Measure(s):</p> <ol style="list-style-type: none"> 1. Number of activities and the relevance of activities 2. List of quality, experienced and relevant lecturers provided for activities 3. Number of participants 4. Quality of publicity materials 5. Media attention 6. Feedback provided by participants 7. Ability to comply with the terms or the agreement in reporting aspects .

“ATTACHMENT D”

Page 5

Organization: Tangipahoa Parish Tourism Commission for the West Florida Republic Commission
Name of Program: Commemorative Celebration of the West Florida Revolt and the creation of the West Florida Republic (Florida Parishes)

Cost Report for the Period of: (Period): _____ to _____

Expense Category	Approved Total Amount	(Quarterly) Expenditures (Monthly)	Total Cumulative Year to Date Expenditures	Balance Remaining
Salaries				
Related Benefits				
Travel				
Operating Services				
Advertising				
Printing				
Theatrical Production	\$8,000			
Historic Trail	\$5,000			
Parish Dedications	\$8,000			
Bicentennial Celebration	\$3,000			
Development of Anthem	\$1,000			
Office Supplies				
Professional Services				
Other Charges				
Acquisitions & Major Repairs				
Total	\$25,000			

(Expense categories must reflect budget categories listed in “Attachment B” budget.)

- *Should reflect contract payment terms, either quarterly or monthly.*

ATTACHMENT E
Disclosure and Certification Statement

Contractor's Name: Tangipahoa Parish Tourism Commission on behalf of the West Florida Republic

Contractor's Mailing Address: 13143 Wardline Road, Hammond, LA 70401

Organization Type: Governmental –Tourism Commission – not for profit
(For example, local government, non-profit, corporation, LLP, etc.)

Private entities required to register with the Secretary of State's office must be in good standing with that office.

Names and Addresses of all officers and directors, including Executive Director, Chief Executive Officer or any person responsible for the daily operations of the entity:

Betty C. Stewart, 13143 Wardline Road, Hammond, LA 70401

Tangipahoa Parish Tourist Commission Board of Directors:

Amy Kinchen Hoyt, 30081 Leslie St., Albany, LA 70711
Ann Smith, P. O. Box 123, Kentwood, LA 70444
Reggie Martin, P. O. Box 873, Independence, LA 70443
Buddy Pugh, 1600 S. E. Railroad, Ave., Ponchatoula, LA 70454
Maurice LeBlanc, P. O. Box 519, Robert, LA 70455
Stacy Hoover, 1518 Martens, Dr., Hammond, LA 70401
Tony Ardillo, P. O. Box 1621, Amite, LA 70422
Terry Brown, Sr., 1320 S. Morrison Blvd., Hammond, LA 70403

Names and Addresses of all key personnel responsible for the program or functions funded through this agreement:

Emily McKneely, Director of Sales – Tangipahoa parish Tourist Commission
13143 Wardline Rd., Hammond, LA 70401

Dr. Samuel C. Hyde Jr., Director-Center for Southeast Louisiana Studies and Archives
SLU Box 10730, Hammond, LA 70402

List any person receiving anything of economic value from this agreement if that person is a state elected or appointed official or member of the immediate family of a person who is a state elected or appointed official Include the amount of anything of economic value received, the position held within the organization. Identify the official and the public position held.

- I hereby certify that this organization has no outstanding audit issues or findings.
- I hereby certify that this organization has outstanding audit issues or findings and is currently working with the state to resolve such issues or findings.
- I hereby certify that the above information is true and correct, to the best of my knowledge, and I am the duly authorized representative of the organization.

Emily McKneely, Director of Sales
(Name and Title of Person Authorized to sign for the Contractor)

Emily McKneely
(Authorized Signature of Person Authorized to sign for the Contracting Party)