

**ATTACHMENT A - PLAN**

Act 15 of 2014

Schedule 20

NAME OF CONTRACTING PARTY:

Livingston Economic Development Council, Inc.

NAME AND BRIEF NARRATIVE OF PROGRAM:

Development of Industrial Parks

**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.*)

Develop and promote Livingston Parish industrial parks by providing engineering work to prepare or improve sites or acreage within the parks, providing proper maintenance of the parks, and promote the parks to regional, national and international prospects.

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. Pay \$127,500 towards a portion the salaries for President & C.E.O. of LEDC and the LEDC Vice President, for a 12 month period ending June 30, 2015.
2. Pay \$5,400 towards maintenance of building and grounds which will include a minimum of 2 annual grass cuttings of the property that has been cleared of trees for promotion by June 30, 2015
3. Pay \$3,000 towards travel expenses of Randy Rogers (President & CEO) Abigail DePino (Vice President) for a period of 12 months ending June 30, 2015.
3. Pay \$27,000 for advertising for the Livingston Parish Industrial Parks by June 30, 2015.
5. Pay \$8,600 for professional services by June 30, 2015.
6. Pay \$3,500 towards insurance for industrial park by June 30, 2015.
7. Contact 25 prospects to discuss locating to Livingston Parish by June 30, 2015.

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

1. Employ a President /C.E.O and Vice President to oversee details of acquisition, development, and promotion of Livingston Parish Industrial Parks.
2. Provide a minimum of 2 annual grass cuttings of properties that have already been cleared of trees for promotion of Parks
3. Purchase insurance for Livingston Parish Industrial Parks.
4. Market/advertise the Livingston Parish Industrial Parks.
5. Pay for travel expenses that are related to the Livingston Parish Industrial Parks.
6. Pay for professional services of auditors.
7. Contact prospects to discuss locating to Livingston Parish

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. Dollar amount paid for a portion of the salaries for the President & C.E.O. of LEDC and the LEDC Vice President.
2. Dollar amount paid for travel expenses incurred by the President & C.E.O. of LEDC and the LEDC Vice President.
3. Dollar amount paid for advertising.
4. Dollar amount paid for maintenance of building and grounds.
5. Dollar amount paid for professional services
6. Dollar amount paid for insurance.
7. Number of sites developed in industrial parks

**ATTACHMENT B**  
Page 1  
**Project Budget (2014-2015)**  
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Schedule 20

**Livingston Economic Development Council, Inc.**

**Anticipated Income or Revenue**

**Sources** *(list all sources of revenue)*

**Amounts**

1. Act 15	\$175,000
2. LEDC Operating Funds	\$35,821
3. Livingston Tomorrow Funds	\$15,000
<b>Total all sources</b>	<b>\$225,821</b>

**Anticipated Expenses**

**Expense Categories**

**Total Amount**

**Amount Line Item  
Appropriation**

*(see Footnote 1 below)*

*(see Footnote 2 below)*

Gross Salaries(See Attachment B, Page 2)	\$178,321	\$127,500
Related Benefits (Employer share)	\$	\$
Travel	\$3,000	\$3,000
<b>Operating Services:</b>		
Advertising	\$27,000	\$27,000
Printing	\$	\$
Insurance	\$3,500	\$3,500
Maintenance of Equipment	\$	\$
Maintenance of Office and Grounds	\$5,400	\$5,400
Rentals	\$	\$
Software licensing	\$	\$
Dues and Subscriptions	\$	\$
Telephones and Internet Service	\$	\$
Postage	\$	\$
Utilities	\$	\$
Other	\$	\$
Office Supplies	\$	\$
Professional & Contract Services (See Attachment B, Page 3)	\$8,600	\$8,600
Other Charges (See Attachment B, Page 4)	\$	\$
Acquisitions & Major Repairs	\$	\$
<b>Total Use of the Appropriation</b>	<b>\$225,821</b>	<b>\$175,000</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

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## Staffing Chart

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Name of Contracting Party: Livingston Economic Development Council, Inc.

Name of Program: Development of Industrial Parks

Name	Title	Total Annual Salary Amount	Total Salary Paid by Appropriation		Related Benefits	Full time or Part Time # of months
			Amount	Percentage		
Randy Rogers	President & CEO	\$128,171	\$92,250	71.9%		Full Time
Abigail DePino	Vice President	\$50,150	\$35,250	70.2%		Full Time

Totals

\$178,321

\$127,500

# ATTACHMENT B

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## Schedule of Professional and Other Contract Services

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Name of Contracting Party: Livingston Economic Development Council, Inc.

Name of Program: Development of Industrial Parks

Name and Address of Individual and/or Firm	Nature of Work Performed and Justification for Services	Total Contract Amount	Total Paid by Appropriation
Durnin & James 401 East Thomas St. Hammond, LA 70401	Auditing Services	\$6,900	\$6,900
Pittman Law Firm, APLC 1930 Florida Blvd. S.W. Denham Springs, LA 70726	Legal Services	\$1,700	\$1,700

Totals

\$8,600

\$8,600

**ATTACHMENT B**  
**Page 4**  
**Schedule of Other Charges**  
**Act 15 of 2014**

**Schedule 20**

Name of Contracting Party: Livingston Economic Development Council, Inc.

Name of Program: Development of Industrial Parks

<p style="text-align: center;">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.</p>	<p style="text-align: center;">List dollar Amount for each use</p>
<p>1.N/A</p>	
	<p style="text-align: center;">Total – Should agree with Attachment B, Page 1</p>