



BOBBY JINDAL
GOVERNOR

PAUL W. RAINWATER
COMMISSIONER OF ADMINISTRATION

State of Louisiana
Division of Administration
Office of Contractual Review

October 25, 2010

Ms. Pam Breaux
Secretary
Department of Culture, Recreation & Tourism
Office of Tourism
Post Office Box 94361
Baton Rouge, LA 70804-9361

Dear Ms. Breaux:

Enclosed are approved copies of the following cooperative endeavor agreement, received in our office on October 8, 2010. This agreement is being approved under the authority of Executive Order BJ 2008-29, issued August 5, 2008.

Department of Culture, Recreation & Tourism

OCR# 267-100712 CFMS# 697252 Special Olympics Louisiana, Inc.

The OCR and CFMS numbers preceding the cooperative party's name has been assigned by this office and are used as identification for this cooperative endeavor. The CFMS number is the system assigned number for the ISIS Contract Financial Management System. Please use these numbers when referring to the cooperative endeavor in any future correspondence or amendment(s).

We appreciate your continued cooperation.

Sincerely,

Sandra G. Gillen
Sandra G. Gillen, CPPB
Director

SGG/la

Enclosure

STATE OF LOUISIANA

COOPERATIVE ENDEAVOR AGREEMENT

THIS COOPERATIVE ENDEAVOR is made and entered into on the dates and at the places listed below, 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 Special Olympics Louisiana, Incorporated officially domiciled at 1000 East Morris Avenue, Hammond, LA 70403, hereinafter referred to as "Contracting Party."

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, Act 11 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 said Act 11 contains an appropriation within the Agency's budget for the benefit of Special Olympics Louisiana of which the sum of **NINETY THREE THOUSAND & NO/100 (\$93,000.00) DOLLARS** has been allocated, as set forth in the attached **Plan (Attachment A)**, which is attached to this agreement and made a part hereof; and

1.3 WHEREAS, Special Olympics is a not for profit organization founded in 1968 by the late Eunice Kennedy Shriver to provide people with intellectual disabilities opportunities to realize their potential, develop physically through fitness opportunities; demonstrate courage, and to experience joy and friendship. Special Olympics Louisiana provides year-round sports training, athletic competitions and other related programming for athletes, with the assistance of volunteers and other participants serving throughout the state, and serves as a community model in celebrating people's diverse gifts; and

1.4 WHEREAS, Special Olympics empowers these individuals with opportunities to participate in athletic events in their communities while building strength, confidence a belief in self. The Special Olympics program takes the participant away from normal activities of their lives, which sometimes include neglect and isolation, and from being socially excluded from full participation in schools, communities and other social environments; affording the opportunity to transform from isolation to an athlete. Special Olympics sports activities provide a gateway to empowerment, competence, acceptance and joy; and

1.5 WHEREAS, some of the goals of Special Olympics Louisiana (SOLA) include striving for excellence in all programs, expanding outreach efforts to include as many eligible SOLA athletes as possible and their families, to include as many volunteers as possible in the program, and to increase participation at the local and state levels, in Unified Sports® programs; and

1.6 WHEREAS, SOLA organizes and promotes events and competitions that attract over 10,000 athletes, and nearly 6,000 volunteers, officials, and numerous others to Louisiana; which activities generate positive economic activity in the state and promote a positive image of the state to regional, national, and international audiences; and

1.7 WHEREAS, the Agency desires to cooperate with the Contracting Party by providing funding to supplement activities as hereinafter provided; and

1.8 WHEREAS, the public purpose is described as: to provide athletic opportunities for persons with intellectual disabilities through the coordination of local, state, regional and National athletic activities, games, and competitions that lead to World Special Olympics Summer Games that are held every four years; and

1.9 WHEREAS, the endeavor will support the tourism goal of maintaining the State of Louisiana as a unique and desirable travel destination; and the State will receive recognition through publicity efforts, in printed promotional material and in related advertisements; and

1.10 WHEREAS, the Contracting Party has provided all of the required information in accordance with Act 11 of the 2010 Legislative session, and the governor's Executive Order BJ 2008-29 on Cooperative Endeavor Agreements; which information is attached to this agreement and is made a part hereof by reference as "Attachment E."

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

ARTICLE II
SCOPE OF SERVICES

2.1 The Contracting Party shall: use funding to maintain staff and in the operations and activities of Special Olympics Louisiana programs designed for persons with developmental disabilities, and shall provide all necessary year-round sports training, athletic competitions and other related programming for athletes, volunteers and other participants, with professional and financial accountability. Contractor shall maintain and/or exceed 10,000 participants and nearly 6,000 volunteers, reaching local, state, and national audiences and shall continue efforts for participation in the World Special Olympics Summer Games that are held every four years.

2.2 Deliverables: include the full operations of Special Olympics Louisiana activities to include 1) maintaining full compliance with the Program Assistance Review of Special Olympics International and 2) maintaining a minimum of 10,000 athletes participating in two different sports at four program level games or competitions, 3) maintaining active registered volunteers of a minimum of 5,500, and 4) Contractor shall recognize the Louisiana Office of Tourism as an official sponsor of the programs in publicity efforts to include **placement of the LouisianaTravel.com** logo in publicity materials and on the Contractor's website with a link to the State's tourism website. The Contracting Party shall provide the State progress reports, cost reports, accurate documentation for expenditures, attendance at special events including number of participants, volunteers and spectators and Contractor shall provide to the State copies of programs, event schedules, lists of activities, and other documentation which verifies performance and measures of accountability for expenditure of State funds.

2.3 Contracting Party will provide to State written quarterly **Progress Reports (Attachment C)** with any request for payment and shall outline resources, initiatives, activities, services and performance consistent with the provisions, goals and objectives of this agreement and quarterly **Cost Reports (Attachment D)** which shall provide detailed cost information outlining the use of appropriated funds. The **Progress Report (Attachment C)** and **Cost Report (Attachment D)** are attached to this agreement and made a part thereof by reference.

2.4 **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. The Agency's contribution to the **Budget** under this agreement

shall not exceed the total sum of **Ninety Three Thousand Dollars and NO/cents (\$93,000)** which sum shall be inclusive of all costs or expenses to be paid by this Agency in connection with the services to be provided under this agreement. This is the total sum that has been appropriated by this Agency for this Project. No state funds shall be paid for any one phase of this agreement that exceeds the categories shown on the **Budget (Attachment B)**, without the prior approval of State.

- 2.5 No funds shall be transferred to the Contractor unless a copy of this Agreement and Budget showing all anticipated uses of the appropriation is submitted to the Louisiana Legislative Auditor in accordance with Act 11 which was adopted as a result of the 2010 Louisiana Legislative session. The Agreement shall include 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.

ARTICLE III **CONTRACT MONITOR**

- 3.1 The Contract Monitor for this contract is Jack Warner, Assistant Secretary, his designee, supervisor, or successor.

- 3.2 **Monitoring Plan:** During the term of this agreement, Contracting Party shall discuss with State's Contract Monitor the progress and results of the Project, ongoing plans for the continuation of the Project, any deficiencies noted, and other matters relating to the Project. Contract Monitor shall review and analyze Contracting Party's **Plan** to ensure Contracting Party's compliance with contract requirements.

The Contract Monitor shall also review and analyze the Contracting Party's written **Progress Reports** and **Cost Reports** and any work product for compliance with the Scope of Services; and shall

1. Compare the Reports to Goals and Performance Measures outlined in this contract to determine the progress made;
2. Contact Contracting Party to secure any missing deliverables;
3. Maintain telephone and/or e-mail contact with Contracting Party on contract activity and, if necessary, make visits to the Contracting Party's site in order to review the progress and completion of the Contracting Party's services, 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 reimbursements to Contracting Party and shall contact Contracting Party for further details, information or documentation when necessary.

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

ARTICLE IV
PAYMENT TERMS

4.1 Upon approval of this agreement by the Louisiana Division of Administration, Office of Contractual Review the Contracting Party may begin submitting **Progress Reports** and **Cost Reports** with an official invoice of the total amount being requested for reimbursement upon the completion of services to the reasonable satisfaction of State; which request shall certify that such expenses have been incurred. Adequate supporting documentation for expenses (including copies of invoices, checks and other appropriate records reflecting expenses incurred) shall be attached to the reports. Other items such as copies of information regarding events, activities, publicity materials, attendance records, etc. shall also be attached to the progress report. All original documentation supporting the Reports shall be maintained by Contracting Party, and shall be subject to audit, as hereinafter stated.

4.2 Travel expenses, if any, shall be reimbursed only in the event that this agreement provides for such reimbursement, such travel expenses are included in the Contracting Party's approved compensation, budget or allocated amount, and then only 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 June 30, 2011**, and this Project and all of the Contracting Party's services 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 The Contract Monitor shall monitor disbursements on a *quarterly* basis. Under circumstances such that the Contracting Party has not demonstrated substantial progress towards goals and objectives, based on established measures of performance, further reimbursements shall be discontinued until substantial progress is demonstrated or the Contracting Party has justified to the satisfaction of the Agency reasons for the lack of progress. If the Agency determines that the Contracting Party failed to use the appropriation within the estimated duration of the Project or failed to reasonably achieve its specific goals and objectives, without sufficient justification, the Agency shall demand that any unexpended funds 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.

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

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

4.5 Taxes: Contracting Party hereby agrees that the responsibility for payment of taxes from the funds thus received under this agreement and/or legislative appropriation shall be Contracting Party's obligation and identified under Federal tax identification number 72-0706608.

ARTICLE V
TERMINATION FOR CAUSE

5.1 The State may terminate this agreement for cause based upon the failure of Contracting Party to comply with the terms and/or conditions of the agreement; provided that the State shall give Contracting Party written notice specifying Contracting Party's failure. If within thirty (30) days after receipt of such

notice, Contracting Party 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 Contracting Party in default and the agreement shall terminate on the date specified in such notice. Contracting Party 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 Contracting Party 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 Contracting Party. Upon receipt of notice, Contracting Party shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders, for materials, facilities, services and supplies in connection with the performance of this Agreement. Contracting Party 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 Contracting Party by the State shall remain the property of the State, and shall be returned by Contracting Party to the State, at Contracting Party'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 Contracting Party in connection with performance of the services contracted for herein shall become the property of the State, and shall, upon request, be returned by Contracting Party to the State at Contracting Party's expense at termination or expiration of this agreement.

ARTICLE VIII
ASSIGNMENT

8.1 Contracting Party 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 State, provided however, that claims for money due or to become due to Contracting Party from the State may be assigned to a bank, trust company, or other financial institution without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the State.

ARTICLE IX
FINANCIAL DISCLOSURE

9.1 The Contracting Party shall be audited in accordance with R.S. 24:513. If the amount of public funds received by the Contracting Party 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.

ARTICLE 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 Contracting Party 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 under the prime contract and any subcontract entered into under this agreement.

ARTICLE 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, and approved by the Director of the Office of Contractual Review, Division of Administration.

ARTICLE 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.

ARTICLE XIII
TERM OF CONTRACT

13.1 This agreement shall begin on **July 1, 2010** and shall terminate on **July 15, 2011**.

ARTICLE XIV
DISCRIMINATION CLAUSE

14.1 The Contracting Party 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. Contracting Party 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 1st day of September, 2010.

WITNESSES:

Louisiana Department of Culture, Recreation & Tourism

Amie B. B

Pam Breaux

Pam Breaux, Secretary

Ami D. Versum

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on the 30th day of August, 2010.

WITNESSES:

DCRT, Office of Tourism

[Signature]

[Signature]

James "Jim" Hutchinson, Assistant Secretary

Janice L. Bourgeois

THUS DONE AND SIGNED AT Hammond, Louisiana on the 10th day of September 2010.

WITNESSES:

Special Olympics Louisiana, Incorporated

Sybilie Alexis

Pat Carpenter Bourgeois

Pat Carpenter Bourgeois, President/CEO

Quana Johnson

APPROVED
Office of the Governor
Office of Contractual Review

OCT 25 2010

Sandra B. Gillen
DIRECTOR

"ATTACHMENT A" PLAN

NAME OF CONTRACTING PARTY:

Special Olympics Louisiana, Inc. (SOLA)

NAME AND BRIEF NARRATIVE OF PROGRAM:

The Special Olympics program is designed to organize and conduct Olympic type sports for persons with intellectual disabilities. Training, competitions and events are held locally, regionally, statewide, and nationally, leading to the Special Olympics World games every four years. The program is designed to provide a gateway to empowerment, competence, acceptance and joy. "We are More Than Sports -- We Build Greatness!"

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 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 of the Special Olympics Louisiana Program is to fulfill the mission of the organization; which is to provide year-round sports training and athletic competitions in a variety of Olympic-type sports for children and adults with intellectual disabilities, giving them the continuing opportunities to develop physical fitness, demonstrate courage, experience joy and participate in a sharing of gifts, skills and friendship with their families, other Special Olympics athletes and the community. Programmatic goals are to increase athlete retention, have participants properly trained, promote public awareness, enhance overall participation and understanding, improve the quality of life and self-image of athletes, provide athletes the means to better their own health and well-being, and improve athlete's ability to train and compete in Special Olympics.

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. In addition to maintaining a minimum of 10,000 athletes (currently serving 13,000) and a minimum of 5,500 volunteers (currently serving nearly 6,000), our objective is to offer at least 500 new athletes and also 500 new partners (with a remaining potential number of persons with intellectual disabilities, not exceeding 132,000), the opportunity to participate in activities and organize more games that lead to the National and World game competition.
2. Increase by 50 % the number of athletes that participate in Healthy Athlete programs and increase the number of safety professionals in attendance at all events.
3. To become self-sufficient in raising the \$2.5 million annual budget, relying on the generosity of corporate and individual donations, civic groups, foundation grants, and special events to fund its programs.

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

1. Continue to engage in year-round sports training for athletics in preparation for games and competitions.
2. Maintain the current number of athletes and volunteer support we currently serve and increase participation.
3. Uphold optimum activeness within the communities throughout the state in order to meet program objectives.
4. Maintain Initiatives, including: Unified Sports, Healthy Athletes Initiatives, SO Get Into It, Family Support Network, Young Athlete Early Intervention Program, Athlete Leadership Program, Camp Shrivvers and over 100 training and sports competitions in over 20 different Olympic-type sports.
5. Maintain staff to implement programs and outreach services through the organization's staff to include: Outreach Directors, Sports and Competitions Director, Volunteer and Program Management Director and numerous others.

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. Maintain serving the current 13,000 athletes (with a minimum of 10,000) and nearly 6,000 volunteers (with a minimum of 5,500) and strive to reach the remaining 120,000 potential persons with intellectual disabilities throughout the state.
2. Continue provisions for over 100 training and sports competitions in over 20 different Olympic-type sports.
3. Provide surveys to be conducted and reviewed after every event to ensure proper implementation of program initiatives.
4. Quarterly Progress Reports providing information on initiatives and activities and Cost Reports with support documentation for expenses.
5. Annual Reports and details of membership and volunteerism are projected to be made available yearly.
6. Copies of documentation providing recognition to the Louisiana Office of Tourism for support and the link to the Tourism website.

“ATTACHMENT B”

Page 1

Project Budget (2010-11)

Special Olympics, Louisiana, Incorporated

Anticipated Income or Revenue

<u>Sources</u> <i>(list all sources of revenue)</i>	<u>Amounts</u>
Contributions, Projects & Promotions	\$2,552,740.00
Revenue – Interest Income, Souvenir Sales	\$18,300.00
State of Louisiana – Other	\$20,000.00
DCRT, Tourism	<u>\$93,000.00</u>
Total Anticipated Revenue	\$2,684,040.00

<u>Expense Categories</u>	<u>Total Amount</u>	<u>Amount of Line Item Appropriation</u>
Salaries	\$802,092	\$42,097.00
Related Benefits	\$239,756	\$
Travel	\$251,805	\$
Operating Services	\$	\$
Advertising	\$71,000	\$
Printing	\$	\$
Maintenance of Equipment	\$37,350	\$7,325.00
Maintenance of Office	\$10,000	\$1,125.00
Rentals	\$29,650	\$3,140.00
Dues and Subscriptions	\$	\$
Telephones	\$18,380	\$5,550.00
Postage	\$13,479	\$2,000.00
Utilities	\$11,500	\$4,500.00
Other	\$742,199	\$21,000.00
Office Supplies	\$26,360	\$2,763.00
Professional & Contract Services	\$12,000	\$
Other Charges (Program Expenses)	\$197,626	\$3,500.00
Acquisitions & Major Repairs	<u>\$26,850</u>	<u>\$</u>
Total Use of the Appropriation	\$2,490,047.00	\$93,000.00

(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 shall be detailed using pages 2 and 3 of Attachment B).

ATTACHMENT B
Page 2

**STAFFING
CHART**

Name of Organization: Special Olympics Louisiana, Incorporated

Name of Program: Special Olympics training, games, activities and competitions

Name	Title	Total Salary Amount	Total Salary Paid by Appropriation Amount	Appropriation Percentage	Related Benefits	Full time or Part Time # of months
Pat Carpenter-Bourgeois	President/CEO	115,940	20,152	17%	0	Full-time
Tiffany King	Dir of Corp. & Ind. Relations	34,977	5,578	16%	0	Full-time
Tiffany Harvey-Gautier	Director of Communication & Marketing	42,100	6,861	16%	0	Full-time
Katie Bird	Dir of Special Projects-SW	30,780	4,823	16%	0	Full-time
Maria Sanchez	Dir of Special Projects-SE	30,000	4,683	16%	0	Full-time
			\$42,097.00		\$0.00	

ATTACHMENT B
Page 3
SCHEDULE OF PROFESSIONAL AND OTHER CONTRACT SERVICES

Name of Organization: Special Olympics Louisiana, Incorporated

Name of Program: Special Olympics training, games and competitions

Name and Address of Individual and/or Firm	Nature of Work Performed and Justification for Services	Total Contract Amount	Total Paid by Appropriation
<p>No State funds will be used to pay contracted services under this agreement.</p>			

“ATTACHMENT C”

Quarterly Progress Report

(To be submitted at least quarterly showing progress achieved. Duplicate pages as needed.)

Organization: *Special Olympics, Louisiana, Incorporated*
Contact Name: *Pat Carpenter Bourgeois*
Telephone: *(985)345-6644* **Fax:** *(985)345-6649*

Provide Updates on the Following

	<p>Goal: The overall goal of the Special Olympics Louisiana Program is to fulfill the mission of the organization; which is to provide year-round sports training and athletic competitions in a variety of Olympic-type sports for children and adults with intellectual disabilities, giving them the continuing opportunities to develop physical fitness, demonstrate courage, experience joy and participate in a sharing of gifts, skills and friendship with their families, other Special Olympics athletes and the community. Programmatic goals are to increase athlete retention, have participants' properly trained, promote public awareness, enhance overall participation and understanding, improve the quality of life and self-image of athletes, provide athletes the means to better their own health and well-being, and improve athlete's ability to train and compete in Special Olympics.</p>
	<p>Objective(s):</p> <ol style="list-style-type: none"> 1. In addition to the 10,000 athletes (currently serving 10,000) and a minimum of 5,500 volunteers (currently serving nearly 6,000) we serve, the objective is to offer at least 500 new athletes and also 500 new partners (with a remaining potential number of persons with intellectual disabilities that does not exceed 132,000), the opportunity to participate in organizing more games that lead to the National and World game competition. 2. Increase by 50 % the number of athletes that participate in Healthy Athlete programs and increase the number of safety professionals in attendance at all events. 3. To become self-sufficient in raising the \$2.5 million annual budget, relying on the generosity of corporate and individual donations, civic groups, foundation grants, and special events to fund its programs.
	<p>Activity(Activities) Performed:</p> <ol style="list-style-type: none"> 1. Continue to engage in Year- round sports training for athletics in preparation for games and competitions. 2. Maintain the current number of athletes and volunteer support we currently serve and increase participation. 3. Uphold optimum activeness within the communities throughout the state in order to meet program objectives. 4. Maintain Initiatives, including: Unified Sports, Healthy Athletes Initiatives, SO Get Into It, Family Support Network, Young Athlete Early Intervention Program, Athlete Leadership Program, Camp Shrivvers and over 100 training and sports competitions in over 20 different Olympic-type sports. 5. Maintain staff to implement programs and outreach services through the organization's staff to include: Outreach Directors, Sports and Competitions Director, Volunteer and Program Management Director and numerous others.
	<p>Performance Measure(s):</p> <ol style="list-style-type: none"> 1. Maintain serving the current 13,000 athletes (with a minimum of 10,000), nearly 6,000 volunteers (with a minimum of 5,500) and strive to reach the remaining 120,000 potential number of remaining persons with intellectual disabilities throughout the state. 2. Continue provisions for over 100 training and sports competitions in over 20 different Olympic-type sports. 3. Provide surveys to be conducted and reviewed after every event to ensure proper implementation of program initiatives. 4. Quarterly Progress Reports providing information on initiatives and activities and Cost Reports with support documentation for expenses. 5. Annual Reports and details of membership and volunteerism are projected to be made available yearly. 6. Copies of documentation providing recognition to the Louisiana Office of Tourism for support and the link to the Tourism website

“ATTACHMENT D”

Quarterly Cost Report -for the Period of

Expense Category	Approved Total Amount	(Quarterly) Expenditures (Monthly)	Total Cumulative Year to Date Expenditures	Balance Remaining
Salaries	42,097.00			
Related Benefits	5,982.00			
Travel				
Operating Services				
Advertising				
Printing				
Maintenance of Equipment	11,718.00			
Maintenance of Office	3,000.00			
Rentals	7,050.00			
Dues/Subscriptions				
Telephones	9,080.00			
Postage				
Utilities	7,986.00			
Other				
Office Supplies	2,507.00			
Professional Services				
Other Charges	3,580.00			
Acquisitions & Major Repairs				

(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: Special Olympics Louisiana

Contractor’s Mailing Address: 1000 East Morris Ave, Hammond, LA 70403

Organization Type: (For example, local government, non-profit, corporation, LLP, etc.) **Non-Profit corporation**
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:

Pat Carpenter Bourgeois, President/CEO	1000 East Morris Ave, Hammond, LA 70403
Ricky D. Ouber, Board Chair	805 Murray St, Alexandria, LA 71301
Steven H. Deist, Vice-Chair	245 S. Club Ave, St. Gabriel, LA 70776
Edward Gautier, Secretary	15476 Carlou Dr, Ponchatoula, LA 70454
James T. Bates, Treasurer	612 Barksdale Blvd, Bossier City, LA 71111

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

Pat Carpenter Bourgeois, President/CEO 1000 East Morris Ave, Hammond, LA 70403

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.



Pat Carpenter Bourgeois, President/CEO