

BOBBY JINDAL
GOVERNOR



ANGELE DAVIS
COMMISSIONER OF ADMINISTRATION

State of Louisiana
Division of Administration
Office of Contractual Review

September 25, 2008

Ms. Fran Gladden
Undersecretary
Department of Economic Development
Post Office Box 94185
Baton Rouge, LA 70804-9185

Dear Ms. Gladden:

Enclosed are approved copies of the following cooperative endeavor agreement, received in our office on September 22, 2008. This agreement is being approved under the authority of Executive Order BJ 2008-29, issued August 5, 2008.

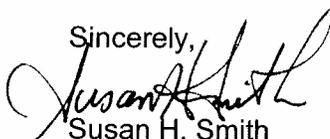
Department of Economic Development

**OCR# 252-900868 CFMS# 671189 Consortium for Education, Research &
Technology of North La.**

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,


Susan H. Smith
Director

SHS/pl

Enclosure

RECEIVED

SEP 26 2008

CONTRACTS/GRANTS REVIEWER

09055-FAST
671189
252-900868

COOPERATIVE ENDEAVOR AGREEMENT
between
STATE OF LOUISIANA,
DEPARTMENT OF ECONOMIC DEVELOPMENT
and the
CONSORTIUM for EDUCATION, RESEARCH & TECHNOLOGY
of NORTH LOUISIANA

Be It Known, that this agreement has been entered into and is effective as of the **1st** day of **August, 2008**, by and between the **Louisiana Department of Economic Development**, Capitol Annex Building, 1051 North 3rd Street, P. O. Box 94185, Baton Rouge, LA 70804-9185 (hereinafter sometimes referred to as “**LED**” or “**State**”), and the **Consortium for Education, Research & Technology of North Louisiana**, 1725 Claiborne Avenue, Shreveport, LA 71103 (hereinafter sometimes referred to as “**CERT**” or “**Contractor**”), who have entered into this Cooperative Endeavor Agreement (sometimes herein called “agreement” or “contract”) under the following terms and conditions.

I. Introduction

In order to serve the public for the purposes hereinafter declared, the Louisiana Department of Economic Development and the Consortium for Education, Research & Technology of North Louisiana have entered into this Cooperative Endeavor Agreement.

CERT is a non-profit organization, formed in 1996, as a partnership of institutions dedicated to educational and scientific endeavors intended to uplift north Louisiana and its workforce. It is a vehicle for universities and colleges to collaborate in curricula, develop joint programs, coordinate technology transfer projects, promote technology related economic development, and provide workforce training. It is a unique collaboration formed to match north Louisiana’s diverse educational resources with workforce and research and development needs of the citizens and businesses in the region’s 22 parishes. Its members include two historically black institutions; technical and community colleges and universities; and liberal arts, comprehensive and research institutions. It insures broad participation of all types of academic institutions and citizens who work together in all ways feasible to contribute to its purposes and success.

Louisiana: Vision 2020 is the Master Plan for Economic Development for the State of Louisiana. In support of the goals of *Vision 2020*, CERT proposes to undertake the programs, projects and services as described under Section II, “Scope of Services” below, and to cooperate and work with LED in order to promote workforce training and economic development in the State of Louisiana. CERT is responding to the goal of supporting the State’s existing technology-based industries, while at the same time actively moving to diversify into emerging technology areas where high growth is expected.

The Contractor’s activities will assist the State in seeking out opportunities for the creation of economic growth in Louisiana, will help in the creation of new companies and in the retaining of existing businesses for our State, and will help to create new jobs and in retaining existing jobs for the citizens of Louisiana.

This project and this agreement have a public purpose, and they are in the public interest of the State of Louisiana and its citizens.

II. Scope of Services

The **Goals** of this contract are for the Contractor to cooperate and work with LED in order to provide economic development and workforce development opportunities in the animation and entertainment industry through the creation of a digitally animated short film; which will assist the State in seeking out opportunities for the creation of economic growth in Louisiana, will help in the creation of new companies and in the retaining of existing businesses for our State, and will help to create new jobs and in retaining existing jobs for the citizens of Louisiana.

The **Objectives** of this contract are for the Contractor to provide support to the State and for the State to provide support to the Contractor in connection with each of their endeavors to cooperate and work with each other in order to: (1) provide economic development and workforce development opportunities in the animation and entertainment industry through the creation of a digitally animated short film; (2) design workforce training programs responsive to the needs of both traditional and emerging companies in the animation and entertainment industry; and (3) match the identified animation and entertainment industry needs with current resources at Education, Research and Technology institutions and develop strategies and concepts for short term, long term and educational training programs; all of which will assist the State in seeking out opportunities for the creation of economic growth in Louisiana, will help in the creation of new companies and in the retaining of existing businesses for our State, and will help to create new jobs and in retaining existing jobs for the citizens of Louisiana.

And in connection therewith, the Contractor agrees to cooperate and work with LED and to provide the following:

The Contractor shall:

- (1) Provide economic development and workforce development opportunities in the animation and entertainment industry through the creation of a digitally animated short film;
- (2) Design workforce training programs responsive to the needs of both traditional and emerging companies in the animation and entertainment industry;
- (3) Match the identified animation and entertainment industry needs with current resources at Education, Research and Technology institutions and develop strategies and concepts for short term, long term and educational training programs;
- (4) Engage the services of strategic hires in the animation industry that will instruct workforce training and participate in the creation of the short film;
- (5) Link to High-demand occupations in the animation and entertainment industries by connecting to educational opportunities through career pathways, articulated pathways, and dual enrollment for students linked to these demand occupations;
- (6) Create a paid internship program for Louisiana residents interested in the digital industry;
- (7) Complete an “animatic” – a collection of sequential storyboards that provide a blue print for the finished short film, “Morris Lessmore”;
- (8) Collaborate with CERT institutions to enhance current academic institutional offerings and develop articulated pathways and dual enrollment opportunities linked to high-demand occupations; and
- (9) Increase the digital workforce through on-the-job training.

The Contractor shall also:

- (1) Produce and provide to LED: a “**Plan**” providing an outline for the project, showing any planned events or activities, specific goals and objectives for the use of such funds, and indicators or measures of performance (which “Plan” is attached to this agreement as “Attachment A”, and is made a part hereof by this reference); and a comprehensive

- **Budget** showing all anticipated uses of the funds to be provided by this agreement (which is also attached to this agreement as “Attachment B”, and is also made a part hereof by this reference).
- (2) Produce and provide to LED written quarterly Progress Reports on the Contractor’s resources, initiatives, activities and services, and outlining the performance of the Contractor consistent with the provisions, goals and objectives of this agreement.

Contractor shall provide these written quarterly Progress Reports to LED not later than **November 17, 2008; February 17, 2009; May 17, 2009; and August 17, 2009**, on work performed through the end of the previous calendar month on this contract. The report of **August 17, 2009**, shall be a Final Report, and after its receipt and approval by LED final reimbursement may be made to the Contractor by LED. The reports shall provide, as a minimum, a narrative description of the following:

1. A brief recap of the Contractor’s activities and services pursuant to and in fulfillment of the provisions, goals and objectives of this agreement.
2. Contractor’s achievement of specific goals and objectives in the context of its Plan and comprehensive Budget, and the provisions of this agreement.
3. Contractor’s resources, initiatives, activities and performance of services in the attainment of and consistent with the provisions, goals and objectives of this agreement.

III. Deliverables

Contractor will provide to LED: (a) a “Plan” providing an outline for the project, showing any planned events or activities, specific goals and objectives for the use of such funds, and indicators or measures of performance (which “Plan” is attached to this agreement as “Attachment A”); (b) a comprehensive **Budget** showing all anticipated uses of the funds to be provided by this agreement (which Budget is also attached hereto as “Attachment B”); (c) periodic Cost Reports for reimbursements (“Attachment C”); and (c) written quarterly Progress Reports outlining the Contractor’s resources, initiatives, activities, services and performance consistent with the provisions, goals and objectives of this agreement.

Contractor shall also submit to LED copies of all contracts with outside consultants and service providers relative to this agreement, if any, upon the final execution thereof.

IV. LED’s Contract Monitor

The Secretary of LED, or his designee, will designate and may change from time to time, one or more persons on his staff to act as the LED’s project representative or as the “Contract Monitor” for this project, to provide liaison between the Contractor and the LED, and to perform various duties which are specifically provided for in this agreement.

V. Performance Measures

Performance Measures for this Contract shall also include the Contractor’s timely and successful completion, submission and performance of the following:

- (1) Contractor’s “Plan” providing an outline for the project, showing any planned events or activities, specific goals, objectives and performance measures (which is attached hereto as “Attachment A”); and Contractor’s “Budget” showing anticipated uses of the funds to be provided by this agreement (which is also attached hereto as “Attachment B”).

- (2) Contractor's resources, initiatives, activities and performance of services in the attainment of and consistent with the provisions, goals and objectives of this agreement.
- (3) Contractor's written quarterly Progress Reports and Final Report (as described above) along with any specific work product being sought and provided through this agreement, consistent with the provisions, goals and objectives of this agreement.

VI. Monitoring Plan

During the term of this agreement, representatives of the Contractor shall discuss with LED's Contract Monitor the progress and results of the project, ongoing plans for the continuation of the project, and any other matters relating to the project. LED's Contract Monitor shall review and analyze Contractor's "Plan", as well as Cost Reports, to ensure Contractor's compliance with contract requirements; and shall:

- A. Contact Contractor for further detail, information or documentation when necessary;
- B. Assure that reimbursements requested in Cost Reports are in compliance with the approved Budget; and
- C. Coordinate with LED's fiscal office for reimbursements to Contractor, and/or obtaining of any further needed documentation.

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

1. Compare the Reports to Goals and Objectives outlined in this contract to determine the progress made;
2. Contact Contractor to secure any missing deliverables;
3. Maintain telephone and/or e-mail contact with Contractor on contract activity and/or make visits to the Contractor and site in order to review the progress and completion of the Contractor's services, to assure that performance goals are being achieved, and to verify information when needed.

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

VII. Budget

The Budget for this project is incorporated herein as "Attachment B", which is attached hereto and is made a part hereof by this reference. The total cost to LED of the project contemplated by this agreement shall exceed the sum of **ONE HUNDRED SIXTY-FIVE THOUSAND & NO/100 (\$ 165,000.00) DOLLARS**, which sum shall be inclusive of all costs or expenses to be paid by LED in connection with the activities and services to be provided under this agreement. The total billings for all activities, services and expenses covered by this agreement shall not exceed the total amount stated above. This is the total sum that has been allocated for this project by the Department of Economic Development. Reimbursements under this agreement will be allowed only for expenditures occurring between and including the dates of **August 1, 2008**, and **July 31, 2009**, and this project and all of the Contractor's services shall be completed by that date (except for the filing of the Contractor's Final Report, which shall be due not later than August 17, 2009).

No state funds shall be paid for any one phase of this agreement that exceeds the expense categories shown on the Budget attached as "Attachment B", nor shall any new expense category or categories

be created in the Budget by the Contractor, without the prior written approval of LED. Contractor may make written requests to LED for LED's approval to transfer funds between the categories listed in "Attachment B", and/or to create in the Budget any new expense category or categories, and after LED's written approval is obtained and LED's Fiscal Office is notified, such changes may be made.

VIII. Payment Terms

Provided Contractor's progress and/or completion of the Contractor's services are to the reasonable satisfaction of LED, payments to the Contractor shall be made by LED on a reimbursement basis, after receipt from the Contractor and approval by LED of periodic Cost Reports requesting reimbursement, and certifying that such expenses have been incurred. Contractor's submission of such Cost Reports shall constitute a certification that such expenses have been incurred and such reimbursement is due. LED shall provide the form for the Cost Reports to be completed and submitted by the Contractor, which form is attached hereto, incorporated herein and is made a part hereof as "Exhibit C". Adequate supporting documentation (including copies of invoices, checks and other appropriate records reflecting expenses incurred) shall be attached to the Cost Reports. All original documentation supporting the Cost Reports shall be maintained by Contractor, and shall be subject to audit, as hereinafter stated. Contractor shall determine the frequency that such Cost Reports are to be submitted to LED, but such frequency shall not exceed one (1) Cost Report per calendar month.

In the event the LED Contract Monitor determines that Contractor has failed to reasonably achieve sufficient specific goals and objectives for the disbursement of funds to be provided hereunder, LED will withhold payment until such goals and objectives are met, unless approval to pay the funds is obtained from either the Secretary or the UnderSecretary of LED.

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 Contractor's approved compensation, budget or allocated amount, and then only in accordance with and as limited by Division of Administration Policy and Procedure Memorandum No. 49. Invoices and/or receipts for any reimbursable expenses or travel expenses must be provided to LED or attached to periodic Invoices for reimbursement.

IX. Contract Term

This contract shall begin as of **August 1, 2008**; (except for the filing of the Contractor's Final Report, which shall be due not later than August 17, 2009) this project and all of the Contractor's services hereunder shall be completed by **July 31, 2009**; and (in order to provide LED with sufficient time to review and approve the Contractor's performance and Final Report, and to approve and pay the Contractor's final Cost Report and Request for Reimbursement) this contract shall terminate one (1) month later on **August 31, 2009**, unless amended in writing and approved by all parties, including the Director of the Office of Contractual Review or the Commissioner of Administration.

X. Tax Liability

Contractor hereby agrees that the responsibility for payment of any taxes from the funds thus received under this agreement and/or legislative appropriation shall be the Contractor's obligation, identified under Contractor's Federal Tax Identification Number: **72-1434632**.

XI. Termination for Convenience

Either party may terminate this agreement at any time by giving thirty (30) days written notice. The State may amend this agreement due to budgetary reductions or changes in funding priorities by the State upon giving thirty (30) days written notice.

XII. Termination of Contract for Cause

The State may terminate this agreement for cause based upon the failure of the Contractor to comply with the terms and/or conditions of this agreement, provided that the State shall give Contractor written notice specifying Contractor's failure. If within thirty (30) days after receipt of such notice, the Contractor shall not have either corrected such failure or, in a 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 the Contractor in default and this agreement shall terminate on the date specified in such notice. The Contractor 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 Contractor shall give the State written notice specifying the State's failure and a reasonable opportunity for the State to cure the defect.

XIII. Remedies for Default

Any claim or controversy arising out of this agreement shall be resolved under the provisions of LSA – R.S. 39:1524 through 1526.

In the event the Contractor defaults on this agreement, breaches the terms of this agreement, ceases to do business or ceases to do business in Louisiana during the term of this agreement, this agreement shall be terminated as provided in Section XII above, and within thirty (30) days of such termination the Contractor shall repay to the State the amount of all funds disbursed to the Contractor under this agreement for all services not yet performed or completed or not satisfactorily performed or completed.

XIV. Ownership of Materials

All records, reports, documents and other materials delivered or transmitted to Contractor by the State shall remain the property of the State, and shall, upon request, be returned by Contractor to the State, at Contractor's expense, at the termination or expiration of this contract. All records, reports, documents, or other materials related to this agreement and/or obtained, prepared or produced by Contractor in connection with the performance of the services contracted for herein shall become the property of the State, and shall, upon request, be delivered or returned by Contractor to the State, at the Contractor's expense, at the termination or expiration of this agreement. Notwithstanding the above provision, however, the Contractor shall retain the ownership rights to the animatic and/or any of the materials related to the short film, script, and literary rights; but the State shall have the right on a non-commercial, non-exclusive basis to use the short film as a free marketing and promotional tool.

XV. Assignment of Interest

Contractor shall not assign any interest in this contract and shall not transfer any interest in same (whether by assignment, novation or otherwise), without the prior written consent of the State; provided however, that claims for money due or to become due to Contractor 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. The State shall in all cases pay only the Contractor for services provided; and the Contractor shall directly pay any assignments out of any payments received from the State.

XVI. Audits and Auditors

It is hereby agreed that the Legislative Auditor of the State of Louisiana, and/or the Office of the Governor, Division of Administration auditors, and/or the LED auditor shall have the option of auditing all records and accounts of the Contractor that relate to this agreement, as well as all contracts with outside consultants and service providers relative to the performance of services under this agreement.

Contractor shall comply with the Louisiana Audit Law, as contained in LA. R.S. 24:513 and 514, and LA. Admin. Code 34, Part V, Sec. 134.

- A. Contractors receiving \$ 50,000.00 or less in revenues and other sources in any one fiscal year shall not be required to have an audit, but must file for each year of this Agreement with the Legislative Auditor and with LED a certification indicating that it received \$ 50,000.00 or less in funds for the fiscal year, along with sworn financial statements, as required by LA. R.S. 24:514.
- B. Contractors receiving more than \$ 50,000.00 in revenues and other sources in any one fiscal year, but less than \$ 200,000.00, shall cause to be conducted for each year of this Agreement an annual compilation of its financial statements, with or without footnotes, in accordance with the Louisiana Governmental Audit Guide, as required by La. R.S. 24:513, copies of which annual compilation and attestation report shall be filed with LED. However, the Legislative Auditor, at his discretion, may require said Contractor to have an audit of its books and accounts.
- C. Contractors receiving more than \$ 200,000.00 in revenues and other sources in any one fiscal year, but less than \$ 500,000.00, shall cause to be conducted for each year of this Agreement an annual review of its financial statements, to be accompanied by an attestation report in accordance with the Louisiana Governmental Audit Guide, as required by La. R.S. 24:513, copies of which attestation report shall be filed with LED. However, the Legislative Auditor, at his discretion, may require said Contractor to have an audit of its books and accounts.
- D. Contractors receiving \$ 500,000.00 or more in revenues and other sources in any one fiscal year via one or more contracts, shall be audited annually; and not more than ninety (90) days after the end of Contractor's fiscal or budget year, must provide LED with a copy of either Contractor's Contract Compliance Audit (in accordance with LAC 34, Part V, Sec. 134), or Contractor's single audit (performed in accordance with R.S. 24:513 and the Single Audit Act of 1984, or other Federal legislation). The Audit must include an examination of reimbursed expenses to determine that such expenses were in accordance with contract terms, and that these expenses were not reimbursed by any other source; and the auditor must make certifications as to these items in the audit report. The Audit must be in accordance with the requirements of the Regulations for the Procurement of Personal, Professional, Consulting and Social Services as promulgated by the Office of the Governor, Division of Administration, Office of Contractual Review. Any such audit must be performed by an independent qualified Certified Public Accountant in accordance with generally accepted auditing standards, and is to be so certified by the independent auditor.

XVII. Fiscal Funding (applies to multi-year contracts only)

The continuation of this contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the Louisiana legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of this contract, 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 contract, this contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

XVIII. Discrimination Clause

The Contractor agrees to abide by the requirements of the following as applicable: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246 as amended, the 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 Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Contractor agrees not to discriminate in its employment practices, not to discriminate against participants, and that Contractor will render services under this agreement without discrimination, and without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable, shall be grounds for the termination of this agreement.

XIX. Public Liability

Contractor hereby agrees to protect, defend, indemnify, save and hold harmless the State of Louisiana, all State Departments, Agencies, Boards and Commissions, its officers, agents, servants and employees, including volunteers, from and against any and all claims, demands, expenses and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur or in any way grow out of any act or omission of Contractor, its agents, servants, and employees or any and all costs, expenses and/or attorney fees incurred by Contractor as a result of any claims, demands and/or causes of action except for those claims, demands, and/or causes of action arising out of the negligence of the State of Louisiana, its State Departments, Agencies, Boards and Commissions, its agents, representatives, and/or employees. Contractor agrees to investigate, handle, respond to, provide defense for and defend any such claims, demands, or suit at its sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc.) is groundless, false or fraudulent.

XX. State Liability

The State's liability under this agreement shall be limited to the dollar amount of the appropriation, allocation or budgeted amount shown in this agreement; and the State shall not in any way be responsible for any additional monetary sums or for any actual, general, special, compensatory, consequential, punitive, pecuniary or plenary damages, any interest, attorney's fees, or for any other or additional claims whatsoever which may be made by any party to this agreement.

XXI. Headings

The Section "Headings" and paragraphs and their numerical and alphabetical notations, for the purpose of this agreement, are solely for the ease of reference.

XXII. Agreement Approval

This agreement shall not be effective until it has been approved and signed by all parties, and until it has been approved by the Director of the Office of Contractual Review or the Commissioner of Administration.

XXIII. Notice of Insufficiency

It is the responsibility of the Contractor to advise the LED in advance if contract funds or contract terms may be insufficient to complete contract objectives.

XXIV. Choice of Law

This is a Louisiana contract and all of its terms shall be construed in accordance with and all disputes shall be governed by the laws of the State of Louisiana, of the United States of America; and all parties submit themselves to the jurisdiction of the Courts located in the Parish of East Baton Rouge, in the State of Louisiana, in the event of any legal proceedings in connection with this contract.

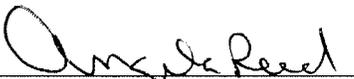
XXV. Entire Agreement

This agreement, together with any exhibits and/or attachments specifically incorporated herein by reference, constitute the entire agreement between the parties with respect to the subject matter of this agreement.

IN WITNESS WHEREOF, this Cooperative Endeavor Agreement has been signed by the undersigned duly authorized representative of the Contractor, for the uses, purposes, benefits and considerations herein expressed, in the presence of the undersigned competent witnesses, at Shreveport, Louisiana, on the date shown below, to be effective as of the date stated above, after a due reading of the whole document.

WITNESSES:

**Consortium for Education, Research
& Technology of North Louisiana**

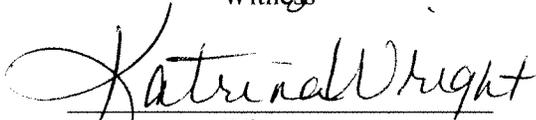


Witness

By:  9-11-08

Signature (Date)

(Name): Dr. Vincent Marsala



Witness

(Title): CERT Secretary/Treasurer

IN WITNESS WHEREOF, this Cooperative Endeavor Agreement has been signed by the undersigned duly authorized representative of LED, for the uses, purposes, benefits and considerations herein expressed, in the presence of the undersigned competent witnesses, at Baton Rouge, Louisiana, on the date shown below, to be effective as of the date stated above, after a due reading of the whole document.

WITNESSES:

Chris Swart
Witness

Joyce Rawson
Witness

Pam McNeill
LED Contract Monitor

LOUISIANA DEPARTMENT
OF ECONOMIC DEVELOPMENT

By: Fran Gladden 9-12-08
Fran Gladden, (Date)
UnderSecretary of LED

APPROVED
Office of the Auditor General
Office of General Review

SEP 25 2008

Susan Smith
Auditor General

“Attachment A”

CONSORTIUM for EDUCATION, RESEARCH & TECHNOLOGY of NORTH LOUISIANA

“Plan”, including an Outline of the Project, Any Planned Events or Activities, Goals, Objectives & Performance Measures

The Contractor agrees to cooperate and work with LED and to provide the following:

The Contractor shall:

- (1) Provide economic development and workforce development opportunities in the animation and entertainment industry through the creation of a digitally animated short film;
- (2) Design workforce training programs responsive to the needs of both traditional and emerging companies in the animation and entertainment industry;
- (3) Match the identified animation and entertainment industry needs with current resources at Education, Research and Technology institutions and develop strategies and concepts for short term, long term and educational training programs;
- (4) Engage the services of strategic hires in the animation industry that will instruct workforce training and participate in the creation of the short film;
- (5) Link to High-demand occupations in the animation and entertainment industries by connecting to educational opportunities through career pathways, articulated pathways, and dual enrollment for students linked to these demand occupations;
- (6) Create a paid internship program for Louisiana residents interested in the digital industry;
- (7) Complete an “animatic” – a collection of sequential storyboards that provide a blue print for the finished short film, “Morris Lessmore”;
- (8) Collaborate with CERT institutions to enhance current academic institutional offerings and develop articulated pathways and dual enrollment opportunities linked to high-demand occupations; and
- (9) Increase the digital workforce through on-the-job training.

“Attachment B”

Project Budget (2008-09)

**CONSORTIUM for EDUCATION, RESEARCH & TECHNOLOGY
of NORTH LOUISIANA**

Anticipated Income or Revenue

<u>Sources</u>	<u>Amounts</u>
LED	<u>\$ 165,000.00</u>
Total Anticipated Income or Revenue	<u>\$ 165,000.00</u>

Anticipated Expenses

<u>Expense Categories</u>	<u>Amounts</u>
Administrative Expenses:	
Administrative Fee to CERT	\$ 15,000.00
Other Expenses:	
Training Staff	\$ 108,000.00
Intern Staff	<u>42,000.00</u>
Subtotal Other Expenses	<u>\$ 150,000.00</u>
Total Project Expenses	<u>\$ 165,000.00</u>

“Attachment C”

Cost Report (and Request for Reimbursement)

**Contractor Name: Consortium for Education, Research
& Technology of North Louisiana**

**Address: 1725 Claiborne Avenue
Shreveport, LA 71103**

Tel: (318) 525-9950, Ext. 225 Fax: (318) 636-1537

<u>Expense Categories</u>	Approved Grant Total Amount	Current Allowable Payment To Be Paid To Contractor	Total Year To Date Payments Previously Made	Category Balance After All Previous and This Current Payments Made
Administrative Fee	\$ 15,000.00			
Training Staff	\$ 108,000.00			
Intern Staff	\$ 42,000.00			
Total	\$ 165,000.00			

I hereby certify under penalty of law that the expense items shown in this Cost Report are true and correct, have actually been incurred, such reimbursements are now due, and this request for reimbursement is submitted in accordance with the Constitution of the State of Louisiana, and all other applicable Federal and Louisiana State laws, rules and regulations.

Signature of Authorized Representative

(Date)

Attachments: (Copies of Supporting Documentation)