

BOBBY JINDAL  
GOVERNOR



ANGELE DAVIS  
COMMISSIONER OF ADMINISTRATION

**State of Louisiana**  
Division of Administration  
**Office of Statewide Reporting and Accounting Policy**

May 23, 2008

**MEMORANDUM OSRAP 08-18**

To: All Departments, Agencies, and Organizational Units  
within the State of Louisiana

From: Afranie Adomako, CPA  
Director

Subject: Cooperative Endeavors

Per request from the Office of the Commissioner of Administration, please submit to this office no later than **Monday, June 9, 2008**, your agency's cooperative endeavors that are active and have a balance as of **May 31, 2008**. The balance of your cooperative endeavor should reflect inception to date payments already made through May close. List each cooperative endeavor separately and include all cooperative endeavors even those that are not classified as "COP" in CFMS.

To facilitate reporting, it is requested that you provide the information in an excel worksheet utilizing the format illustrated by the attachment and e-mail the completed document to [katherine.porche@la.gov](mailto:katherine.porche@la.gov). If your agency does **not** have any cooperative endeavors to report, you must send an e-mail stating that your agency has "**NONE**". All responses must be submitted to OSRAP electronically by the due date indicated above.

I realize that this request is made under tight time constraints and apologize for that. Should you have any questions, feel free to call Katherine Porche at (225) 219-4442 or me at (225) 342-0708.

AA/kbp

[Click here for Attachment](#)