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PAUL W. RAINWATER
COMMISSIONER OF ADMINISTRATION

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

December 22, 2010

OSRAP MEMORANDUM 11-17

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 Commissioner of Administration, please submit to this office no later than **Friday, January 7, 2011**, your agency's cooperative endeavors that are active and have a balance as of **December 31, 2010**. The balance of your cooperative endeavors should reflect inception to date payments already made through December close. List each cooperative endeavor separately and include all cooperative endeavors even those that are not classified as "COP" in CFMS. For example: CEA, WIP, AGY, IAT, GOV, and OTH.

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. 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, please call Katherine Porche at (225) 219-4442 or me at (225) 342-0708.

AA/kbp

[See attachment](#)