

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

DEPARTMENT: Agriculture & Forestry		FOR OPB USE ONLY				
AGENCY: Agriculture & Forestry		OPB LOG NUMBER		AGENDA NUMBER		
SCHEDULE NUMBER: 04-160		120R		1		
SUBMISSION DATE: September 26, 2024		Approval and Authority: Approved by the Joint Legislative Committee on the Budget DATE: <u>10/25/24</u>				
AGENCY BA-7 NUMBER: 04						
HEAD OF BUDGET UNIT: Dane Morgan						
TITLE: Assistant Commissioner of Management & Finance						
SIGNATURE <i>(Certifies that the information provided is correct and true to the best of your knowledge):</i> 						
MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)	REVISED FY 2024-2025			
GENERAL FUND BY:						
DIRECT	\$41,036,778	\$0	\$41,036,778			
INTERAGENCY TRANSFERS	\$5,054,963	\$0	\$5,054,963			
FEES & SELF-GENERATED	\$8,253,309	\$0	\$8,253,309			
Regular Fees & Self-generated	\$8,253,309	\$0	\$8,253,309			
Subtotal of Fund Accounts from Page 2	\$0	\$0	\$0			
STATUTORY DEDICATIONS	\$44,232,304	\$0	\$44,232,304			
Structural Pest Control Commission Fund (A02)	\$1,552,031	\$0	\$1,552,031			
Louisiana Agricultural Finance Authority Fund (A07)	\$16,801,326	\$0	\$16,801,326			
Subtotal of Dedications from Pages 2 and 3	\$25,878,947	\$0	\$25,878,947			
FEDERAL	\$21,895,373	\$231,336	\$22,126,709			
TOTAL	\$120,472,727	\$231,336	\$120,704,063			
AUTHORIZED POSITIONS	590	0	590			
AUTHORIZED OTHER CHARGES	2	0	2			
NON-TO FTE POSITIONS	42	0	42			
TOTAL POSITIONS	634	0	634			
PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
Management & Finance	\$24,277,679	124	\$0	0	\$24,277,679	124
Ag & Environment Sciences	\$14,373,773	114	\$0	0	\$14,373,773	114
Animal Health & Food Safety	\$15,494,369	120	\$231,336	0	\$15,725,705	120
Agro-Consumer Services	\$8,883,848	83	\$0	0	\$8,883,848	83
Forestry	\$55,118,330	183	\$0	0	\$55,118,330	183
Soil & Water	\$2,324,728	10	\$0	0	\$2,324,728	10
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
TOTAL	\$120,472,727	634	\$231,336	0	\$120,704,063	634

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DEPARTMENT: Agriculture & Forestry	FOR OPB USE ONLY	
AGENCY: Agriculture & Forestry	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 04-160		
SUBMISSION DATE: September 26, 2024	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 04		

Use this section for additional Dedicated Fund Accounts or Statutory Dedications, if needed.
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)	REVISED FY 2024-2025
GENERAL FUND BY:			
FEES & SELF-GENERATED			
[Select Fund Account]	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$0	\$0	\$0
STATUTORY DEDICATIONS			
Pesticide Fund (A09)	\$6,443,316	\$0	\$6,443,316
Forest Protection Fund (A11)	\$1,087,224	\$0	\$1,087,224
Forestry Productivity Fund (A14)	\$350,000	\$0	\$350,000
Petroleum Products Fund (A15)	\$4,766,510	\$0	\$4,766,510
Livestock Brand Commission Fund (A17)	\$50,000	\$0	\$50,000
Agricultural Commodity Dealers & Warehouse Fund (A18)	\$2,211,591	\$0	\$2,211,591
SUBTOTAL (to Page 1)	\$14,908,641	\$0	\$14,908,641

Use this section for additional Program Names, if needed.
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
SUBTOTAL (to Page 1)	\$0	0	\$0	0	\$0	0

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DEPARTMENT: Agriculture & Forestry	FOR OPB USE ONLY	
AGENCY: Agriculture & Forestry	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 04-160		
SUBMISSION DATE: September 26, 2024	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 04		

Use this section for additional Dedicated Fund Accounts or Statutory Dedications, if needed.
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)	REVISED FY 2024-2025
GENERAL FUND BY:			
FEES & SELF-GENERATED			
[Select Fund Account]	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$0	\$0	\$0
STATUTORY DEDICATIONS			
Seed Commission Fund (A21)	\$1,126,313	\$0	\$1,126,313
Sweet Potato Pests & Diseases Fund (A22)	\$200,000	\$0	\$200,000
Weights and Measures Fund (A23)	\$3,330,670	\$0	\$3,330,670
Feed and Fertilizer Fund (A29)	\$2,838,323	\$0	\$2,838,323
Horticulture and Quarantine Fund (A30)	\$2,600,000	\$0	\$2,600,000
Wildfire Suppression Subfund (A31)	\$875,000	\$0	\$875,000
SUBTOTAL (to Page 1)	\$10,970,306	\$0	\$10,970,306

Use this section for additional Program Names, if needed.
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
SUBTOTAL (to Page 1)	\$0	0	\$0	0	\$0	0

**STATE OF LOUISIANA
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Policy and Procedure Memorandum No. 52, Revised, requires that all Requests for Changes in Appropriation be fully documented. At a minimum, the following questions and statements must be answered. Use Continuation Sheets as needed. **FAILURE TO ANSWER ALL QUESTIONS COMPLETELY WILL BE CAUSE TO RETURN THIS DOCUMENT WITHOUT ACTION.**

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable. A copy of any grant application and the notice of approved grant or appropriation must accompany the BA-7. What are the expenditure restrictions of the funds?

The source of the funding is the State Administrative Expenses Federal Grant awarded to Animal Health and Food Safety from the U.S. Department of Agriculture (USDA). Overall, the purpose of this grant is to implement strategies to reduce disparities and increase equity in regional center services.

2. Enter the financial impact of the requested adjustment for the next four fiscal years.

MEANS OF FINANCING OR EXPENDITURE	FY 2024-2025	FY 2025-2026	FY 2026-2027	FY 2027-2028	FY 2028-2029
GENERAL FUND BY:					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$231,336	\$0	\$0	\$0	\$0
TOTAL	\$231,336	\$0	\$0	\$0	\$0

3. If this action requires additional personnel, provide a detailed explanation below:
This action requires no additional support.

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.

1 new truck (2024 Freightliner CA126DC for Baton Rouge Food Distribution) is being requested to replace an 18 year old truck that is in constant need of repairs.

1 new trailer (Refrigerated 48" Reefer Trailer for Baton Rouge Food Distribution) is being requested and which is sunsetting on its useful lifespan which is older than 25 years. Additionally, costs for repairs to door hinges and side panels for this trailer exceed the value of the trailer.

Services cannot continue at the current level of services in the ensuing fiscal year.

5. Is this an after the fact BA-7, e.g.; have expenditures been made toward the program this BA-7 is for? If yes, explain per PPM No.52.

No, this is not an after the fact BA-7.

**STATE OF LOUISIANA
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PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

1. Identify and explain the programmatic impacts (positive or negative) that will result from the approval of this BA-7.

Approval will allow LDAF to distribute food commodities as necessary and efficiently which will continue to reduce disparities and increase equity in regional center services as required in our overall mission of this program.

2. Complete the following information for each objective and related performance indicators that will be affected by this request. *(Note: Requested adjustments may involve revisions to existing objectives and performance indicators or creation of new objectives and performance indicators. Repeat this portion of the request form as often as necessary.)*

OBJECTIVE:

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2024-2025	ADJUSTMENT (+) OR (-)	REVISED FY 2024-2025

JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).

3. Briefly explain any performance impacts other than or in addition to effects on objectives and performance indicators. *(For example: Are there any anticipated direct or indirect effects on program management or service recipients? Will this BA-7 have a positive or negative impact on some other program or agency?)*

This BA-7 will allow the Department to pay the expenditures that will be funded by this grant. If not, the current amount of budget authority will not cover the additional expenditures that will be funded by this grant.

4. If there are no performance impacts associated with this BA-7 request, then fully explain this lack of performance impact.

The performance impacts associated with this request are identified, to the extent possible, in the explanations above.

5. Describe the performance impacts of failure to approve this BA-7. *(Be specific. Relate performance impacts to objectives and performance indicators.)*

The Department will not have sufficient funds to pay for the expenditures that would otherwise be funded by this grant.

STATE OF LOUISIANA
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PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Office of Animal Health and Food Safety

MEANS OF FINANCING:	CURRENT FY 2024-2025	REQUESTED ADJUSTMENT	REVISED FY 2024-2025	ADJUSTMENT/OUTYEAR PROJECTIONS			
				FY 2025-2026	FY 2026-2027	FY 2027-2028	FY 2028-2029
GENERAL FUND BY:							
Direct	\$2,211,772	\$0	\$2,211,772	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated *	\$4,002,688	\$0	\$4,002,688	\$0	\$0	\$0	\$0
Statutory Dedications **	\$4,098,734	\$0	\$4,098,734	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$5,181,175	\$231,336	\$5,412,511	\$0	\$0	\$0	\$0
TOTAL MOF	\$15,494,369	\$231,336	\$15,725,705	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$6,765,323	\$0	\$6,765,323	\$0	\$0	\$0	\$0
Other Compensation	\$928,719	\$0	\$928,719	\$0	\$0	\$0	\$0
Related Benefits	\$3,362,443	\$0	\$3,362,443	\$0	\$0	\$0	\$0
Travel	\$121,862	\$0	\$121,862	\$0	\$0	\$0	\$0
Operating Services	\$1,838,420	\$0	\$1,838,420	\$0	\$0	\$0	\$0
Supplies	\$653,653	\$0	\$653,653	\$0	\$0	\$0	\$0
Professional Services	\$357,271	\$0	\$357,271	\$0	\$0	\$0	\$0
Other Charges	\$843,966	\$231,336	\$1,075,302	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$54,800	\$0	\$54,800	\$0	\$0	\$0	\$0
Acquisitions	\$567,912	\$0	\$567,912	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$15,494,369	\$231,336	\$15,725,705	\$0	\$0	\$0	\$0
POSITIONS							
Classified	97	0	97	0	0	0	0
Unclassified	7	0	7	0	0	0	0
TOTAL T.O. POSITIONS	104	0	104	0	0	0	0
Other Charges Positions	0	0	0	0	0	0	0
Non-TO FTE Positions	16	0	16	0	0	0	0
TOTAL POSITIONS	120	0	120	0	0	0	0
*Dedicated Fund Accounts:							
Reg. Fees & Self-generated	\$4,002,688	\$0	\$4,002,688	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
**Statutory Dedications:							
Louisiana Agricultural Finance Authority Fund (A07)	\$2,765,258	\$0	\$2,765,258	\$0	\$0	\$0	\$0
Livestock Brand Commission Fund (A17)	\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0
Feed and Fertilizer Fund (A29)	\$1,283,476	\$0	\$1,283,476	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Office of Animal Health and Food Safety

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$231,336	\$231,336
EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$231,336	\$231,336
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$231,336	\$231,336
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
Other Charges Positions	0	0	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

QUESTIONNAIRE ANALYSIS

(Please reference question numbers, provide detailed information and use continuation sheets as needed.)

GENERAL PURPOSE

This BA-7 is to adjust the current budget (24-25) for additional Federal budget authority being requested and associated with:

- 1) State Administrative Expenses Federal Grant awarded to Animal Health and Food Safety from the U.S. Department of Agriculture (USDA) with respect to procuring one (1) new truck and one (1) new trailer through said grant.

REVENUES

Federal Fund – \$231,336

- **\$231,336 AHFS** - From the U.S. Department of Agriculture (USDA) for the State Administrative Expenses Federal Grant to procure one (1) new truck (2024 Freightliner CA126DC for Baton Rouge Food Distribution) to replace an 18 year old truck that is in constant need of repairs and one (1) new trailer (Refrigerated 48" Reefer Trailer for Baton Rouge Food Distribution) is being requested and which is sunsetting on its useful lifespan which is older than 25 years. Additionally, costs for repairs to door hinges and side panels for this trailer exceed the value of the trailer.

EXPENDITURES

Federal Fund – \$231,336

- **\$231,336 AHFS** – To procure one (1) new truck (2024 Freightliner CA126DC for Baton Rouge Food Distribution) to replace an 18 year old truck that is in constant need of repairs and one (1) new trailer (Refrigerated 48" Reefer Trailer for Baton Rouge Food Distribution) is being requested and which is sunsetting on its useful lifespan which is older than 25 years. Additionally, costs for repairs to door hinges and side panels for this trailer exceed the value of the trailer.
(Federal – Other Charges Budget Category)

OTHER

Dane K. Morgan
Assistant Commissioner of Management and Finance
(225) 952-8142
dmorgan@ldaf.state.la.us



**United States
Department of
Agriculture**

Food and
Nutrition
Service

Southwest Region

1100 Commerce St.
Dallas, TX
75242

March 28, 2024

Mack Williams, Administrator
Food Distribution Program
Louisiana Department of Agriculture and Forestry
5825 Florida Boulevard, Suite 4002
Baton Rouge, LA 70806

Dear Mr. Williams:

This letter acknowledges receipt and provides approval for your Fiscal Year (FY) 2024 State Administrative Expense (SAE) plan in the amount of \$3,541,284 of which \$1,228,392 is the Federal share. The remaining \$2,312,892 is the State of Louisiana's contribution.

We consider the activities presented in the FY 2024 SAE plan to be appropriate to the tasks necessary to administer the Food Distribution Program. The FY 2024 plan will be the new base year for your agency. Should any activities or funding levels have a substantive change, please submit an amended SAE plan for approval.

If you have any questions please contact Melissa Campbell, Child Nutrition Division Management Analyst, at 214-273-0721.

Sincerely,

Efraim E.
Longoria

Digitally signed by Efraim E. Longoria
Date: 2024.04.01 15:32:25 -0500

EDDIE LONGORIA
Division Director
Child Nutrition Programs

1. GRAN TOR AGENCY: USDA - Food and Nutrition Service
 2. APPROPRIATION: See below under Appropriation column
 3. LOUISIANA DEPARTMENT OF AGRICULTURE
 5825 Florida Blvd
 Ste 1000
 BATON ROUGE LA 70821
 VENDOR NO. S2291101 000
 4. TITLE OF GRANT: Child Nutrition (2 Year)

5. APPORTIONMENT YEAR: 2024
 GAD NUMBER: 6LA300303 AMENDMENT: 004
 6. ESTIMATED ANNUAL GRANT AWARD:
 7. GRANT PERIOD FROM: 10/01/2023
 GRANT PERIOD TO: 09/30/2025

APPROPRIATION	FAIN	ACCOUNT ID	PCA TITLE	CFDA NO.	PREVIOUS LEVEL	INCREASE/DECREASE	CURRENT LEVEL
123/43539	246LA303N2533	202423N253346	- CNP SAE (O)	10.560	\$0.00	\$0.00	\$0.00
124/53539	246LA303N2533	202424N253346	- CNP SAE (O)	10.560	\$921,294.00	\$307,098.00	\$1,228,392.00
Total:					\$921,294.00	\$307,098.00	\$1,228,392.00

9. SPECIAL INSTRUCTIONS/COMMENTS
 Please note that the Financial Official (FO) assigned by the above grantee organization is responsible for maintaining valid banking information for this grant. This includes certifying that correct routing and transit numbers(ABA/RTN) and bank account numbers have been entered into the ASAP.gov payment system. The Food and Nutrition Service and the United States Treasury are not responsible for a misdirected payment in the event that the FO entered the incorrect ABA/RTN or bank account number information.
 Q4 242524 SAE FUNDING

10. AUTHORIZATION
 ALLOWANCE HOLDER (DESIGNEE)
 FNS Southwest Regional Office
 Food and Nutrition Service
 1100 Commerce Street
 Room 522
 Dallas TX 75242-9980
 Telephone: (214)290-9810
 SIGNATURE: - Electronically Signed by - Sunil Saraf
 DATE: 07/10/2024
 TELEPHONE NO:

**STATE ADMINISTRATIVE EXPENSE PLAN
GUIDANCE**

INSTRUCTIONS AND PROCEDURES

FISCAL YEAR 2024

FOOD AND NUTRITION SERVICE (FNS)

FISCAL YEAR 2024
STATE ADMINISTRATIVE EXPENSE PLAN
INSTRUCTIONS AND PROCEDURES

General Instructions:

The SAE Plan is divided into two parts: 1) the Budget, which identifies budget needs for the forthcoming year showing projected amounts by cost category and funding sources, the total forthcoming fiscal year SAE allocation, and the estimated total SAE carryover for the current fiscal year; and 2) an enhanced Description of Activities section for utilization of State and Federal funds, reported in staff years. Please address both parts in your plan.

We encourage State agencies (SAs) to assess their accomplishments at mid-year to evaluate status in relation to the planned activities to be achieved. A comparison of costs in the approved plan budget to actual expenditures will assist SAs in determining if the plan is a reasonable projection of actual expenditures and will allow SAs to adjust the funding levels of future plans when actual spending levels are significantly different.

We also encourage SAs that need to revise their SAE Plans to submit the revisions to the FNS Regional Office (FNSRO) by November 3, 2023. The FNSRO will review the plan and negotiate agreements with SAs to resolve any problem areas that are identified. The FNSRO will advise the SA of any additional specific areas which are important to the approval of the plan.

When the FNSRO is satisfied that plan revisions are complete and accurate, the SA will be advised, accordingly. Release of SAE funds is contingent upon the SA having an approved SAE Plan. Please note that no funds will be released prior to October 1.

Amendments to the Plan

SAs should amend the SAE Plan any time during the fiscal year to justify additional SAE funds up to the amount allocated by the formula for the year, plus carryover from the previous year (up to 20 percent). The plan should be amended when one or more of the following substantial changes occur:

- Any increase or decrease to a budget item which is greater than 20 percent of the amount approved for the budget line item in the most recently approved plan or amendment thereto. However, if the increase or decrease is less than \$10,000, regardless of the percentage change, no amendment is required.
- Any addition or deletion of any activity that is included in the most recently approved plan or amendment thereto.
- Any increase or decrease to the staffing level for any activity which is greater than 20 percent of the staff years approved for that activity in the most recently approved plan or amendment thereto.

FNS will assess and monitor the SAE Plan and use of funds throughout the year by way of Management Evaluations, the reallocation process, periodic assessments, audits, etc.

Part I

FISCAL YEAR (FY) 2024 STATE ADMINISTRATIVE EXPENSE (SAE) PLAN

Louisiana Department of Agriculture and Forestry
STATE AGENCY

The SAE Plan represents the State's use of available funds in FY 2018 for the administration of the Child Nutrition Programs (CNP) including the National School Lunch, School Breakfast, Special Milk, Fresh Fruit and Vegetable Program, Summer Food Service Program, Child and Adult Care Food Program and Food Distribution (FD) Programs as it relates to the CNPs. The Plan should be limited to Child Nutrition (CN) activities only. Do not include The Emergency Food Assistance Program administrative funds. State agencies that administer only the FD Programs and do not administer any of the other CN Programs cited above need only report expenditures for ADP equipment under line 3e, and may use lines 4b and 4c to report SAE funds budgeted and actual and projected expenditures from State sources.

1. Estimate of SAE formula allocation for FY 2024	\$ 1,228,392.00
2. FY 2023 estimated carryover	\$ 0.00
3. FY 2024 budget (including SAE and State funds)	

CATEGORIES OF ALLOWABLE COSTS		\$
Direct Costs	a. Salaries/Fringe Benefits	\$ 1,420,319.50
	b. Travel Expenses	\$ 16,415.33
	c. Office Equipment	\$ 2,005.40
	d. Support Services/General Administrative	\$ 1,539,409.13
	e. Other	\$ 0
	f. Total Direct	\$ 2,978,149.36
Indirect Costs	g. (Show details in 5a and 5b below)	\$ 563,135.03
Total Costs*	h. Total SA budget	\$ 3,541,284.39

4a. Estimated total State funds expended for State level administration in FY 2023: \$1,916,185.18

4b. Total State funds budgeted for FY 2024: \$ 1,916,185.18

4c. Estimated SAE funds budgeted for FY 2024: \$ 1,228,392.00

5a. Estimate of SAE indirect costs: \$ 563,135.03

5b. Details on indirect costs and date of Federal agency approval of the State's Indirect

Cost Plan: <u>US Dept Health & Human Svc</u>	<u>40%</u>	<u>\$36,516,135.00</u>	<u>5/31/2022</u>
Approving Agency	Rate	Base	Date

6. FY 2023 Staff Years (CN + FD):	<u>16</u>	<u>2</u>
	Administrative	Clerical

7. Estimated FY 2024 Staff Years (CN & FD):	<u>16</u>	<u>2</u>
	Administrative	Clerical

**Total Costs includes SAE carryover, current year's SAE allocation and State funds.*

State agencies may use SAE funds for allowable State-level administrative expenses associated with the coordination of farm to school activities in support of CNPs.

LINE ITEM INSTRUCTIONS FOR COMPLETION OF FISCAL YEAR 2024 SAE PLAN

1. Estimate of SAE Formula Allocation for Fiscal Year (FY) 2024. The formula allocation figure for FY 2024 will be provided to each SA by FNS.
2. FY 2023 Estimated Carryover. The SA must provide its best estimate of FY 2023 carryover. This should be a realistic figure based upon data available to the SA. FNS will reconcile the projected carryover amount to actual carryover as reported on the fourth-quarter FNS-777 Report. The amount reported here cannot exceed 20 percent of the formula allocation amount for Fiscal Year 2023.
3. FY 2024 Budget Categories of Allowable Cost. For line items 3(a) - 3(e) do not include any non-Child Nutrition activity. However, SAs need not exclude all non-Child Nutrition activity if such activity is integrated into overall SA functions and is difficult to distinguish. Non-Child Nutrition activities so included must involve relatively minor resource commitments. SAs that wish to include non-Child Nutrition activity should notify the FNSRO. SAs should not include assessment fees for the Food Distribution Program.
 - a) **Salaries and fringe benefits** are remuneration for services rendered, including, but not necessarily limited to, wages, salaries and supplementary benefits. These costs are to be supported by payroll records, time and attendance documents or equivalent records in accordance with 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. The plan should identify the salary/fringe amounts included in the budget for any positions which are currently vacant. The plan also should specify a projected time frame for filling each vacancy.
 - b) **Travel expenses** for administrative and supervisory personnel are total costs for transportation, lodging, subsistence and related items incurred by State-level employees or by local School Food Authority employees while in official travel status and performing functions of the SA. (See FNS Instructions 781-2).
 - c) **Office equipment** under 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost which equals the lesser of (a) the capitalization level established by the governmental unit for financial statement purposes, or (b) \$5,000. Items of equipment with an acquisition cost of less than \$5,000 are considered to be supplies.

Do not include in this category the cost of automated data processing equipment or any capital expenditures such as repairs which materially increase the value or useful life of nonexpendable equipment. Such items should be included in Category 3(e).
 - d) **Support services/general administrative expenses** in accordance with 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards refers to the allowable cost categories noted below. They should be identified in the Plan and broken out by dollar amount from the appropriate subcategory title(s):
 1. Accounting
 2. Advertising and public relations
 3. Advisory councils
 4. Audit services

5. Bonding costs
6. Budgeting
7. Communications
8. Depreciation and use allowances
9. Disbursing service
10. Employee morale, health, and welfare costs
11. Legal expenses (except costs for prosecution of claims against the Federal Government)
12. Maintenance, operations and repair
13. Materials and supplies
14. Memberships, subscriptions and professional activities
15. Motor pools
16. Professional service costs
17. Publication and printing costs
18. Taxes

e) **Other** includes selected cost items from the following subcategories in accordance with 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards which are allowable but may require the prior approval of the Grantor Agency. They should be identified in the Plan by the appropriate subcategory title(s), broken out by dollar amounts and supported by written justification for approval by FNS of the planned expenditure:

1. Automated data processing
2. Capital expenditures
3. Insurance and indemnification
4. Preaward cost
5. Proposal costs
6. Rental costs

f) **Total Direct Cost** - This is the sum of categories 3(a)-(e).

g) **Total Indirect Cost for Support Services** - This is the estimated amount of funds to be paid for indirect costs.

h) **Total SA Budget** - This is the total of lines 3(f) and 3(g), or the total of direct and indirect costs.

4a. Estimate of total State funds expended for State level administration during FY 2023:

\$1,916,185.10.

4b. Total State funds budgeted for State level administration for FY 2024: \$ 1,916,185.18.

4c. Estimated amount of SAE funds budgeted for FY 2024: \$ 1,228,392.00.

5. Indirect cost information including the estimated amount of SAE funds budgeted for indirect costs. Please include a copy of the State's Indirect Cost Rate Agreement.

6. Staff Years (Child Nutrition + Food Distribution) for FY 2023:

16
Administrative

2
Clerical

7. Staff Years (Child Nutrition + Food Distribution) for FY 2024:

<u>16</u>	<u>2</u>
Administrative	Clerical

Part II

ACTIVITY SECTION FISCAL YEAR 2024 STATE ADMINISTRATIVE EXPENSE PLAN

The state must provide a written explanation for the use of its resources in the various activities identified below for Child Nutrition Programs (CNP) including the National School Lunch, School Breakfast, Special Milk, Fresh Fruit and Vegetable Program, Summer Food Service Program, Child and Adult Care Food Program and Food Distribution Programs as it relates to the CNPs. The explanation should be brief, but in sufficient detail to clearly identify the resources committed and specific activities undertaken. Total staff years described in all the activities must equal total staff years reported in item 7 on the SAE Budget page.

If the state anticipates transferring SAE funds to an alternate state agency at any point during the grant cycle, notify Financial Management Regional Office (RO) staff and the RO Child Nutrition Programs point of contact.

Program Monitoring

LDAF Food Distribution is tasked with compliance monitoring of NSLP 176 SFAs with 1900 school sites; 5 food banks with 498 pantries and soup kitchens, SFSP sites, and Disaster Assistance. In 2023, a total of 296 compliance reviews were conducted. FD objective is to review 100% of recipient agencies within a 3 year period. This involves as many sites within a recipient agency as possible. For TEFAP recipient agencies, 100% of the RAs are reviewed annually. In order to complete this objective, the salaries, related benefits, fuel, travel expenses, and program supplies such as toner, ink, paper, printing, and computer/phone services are required.

Total staff years for this activity: 1.5

Technical Assistance

FD provides ongoing training and technical support as warranted by the program needs (NSLP, SFSP, TEFAP, DA). Partnerships with the TEFAP and NSLP SFAs are conducted along with partnering agencies such as LDH (CSFP) and LDE (CNP NSLP/SFSP/CACFP). Training materials and supplies to print training aids are used to meet this objective. Salary and related benefits for personnel to conduct training are a major portion of this cost. Also, travel and related resources.

Total staff years for this activity: 1.5

Federal Reporting/Claims Processing

Food Distribution for NSLP utilizes an inhouse developed system to track, monitor, and allocate USDA Food. The WBSCM system is used to place all direct shipments and diverted USDA Food. The USDA/DoD system (FFAVORS) for USDA/DOD orders. For TEFAP, WBSCM is utilized by SDA to procure requests for the TEFAP recipient agencies. Due to the deadline constraints, the SDA does not roll down the WBSCM ordering to the recipient or subrecipient agencies. The SDA surveys the recipient agencies and places orders accordingly. For grant utilization of entitlement funds and/or administrative funds, LDAF food distribution relies on our agency accounting department. FD staff process monthly TEFAP admin claims using a formula of per pound rate by the weight of USDA food distributed to disperse TEFAP admin funds to the TEFAP agencies. 100% of all TEFAP admin funds are pass through to the TEFAP agencies.

Total staff years for this activity: 1

Administration

LDAF FD maintains handbooks for both NSLP and TEFAP programs. The handbook for NSLP is also applicable for disaster assistance and SFSP efforts. The handbooks serve as the State plan as well. Federal regulations, policies, and procedures are outlined in the handbook. These include but are not limited to program description, program beneficiary eligibility, use of food, recipient agency claim process, loss determination and reporting of out of condition food, civil rights, temperature and storage guidance, etc.

Total staff years for this activity: 2

Food Distribution Activities for Child Nutrition Programs (if applicable)

USDA Food is ordered using the WBSCM system. There are 5 warehouses utilized to complete the food distribution of NSLP to SFAs. This includes 3 contracted warehouses and 2 State owned warehouses. The bulk of FD budget goes toward the operating costs associated with distribution. LDAF employs 6 drivers along with operation of 6 tractor/reefer trailers. Fuel, Salaries and related benefits are part of the cost. The lion's share comes from the storage and handling fees charged to the program by the contracted warehouses. The contracts are awarded every 5 years. Once awarded the contract is good for 1 year with a 4 year option so 5 year contract as long as vendor meets obligations. SFAs receive monthly allocations and food is delivered to their chosen destination. Some SFAs receive multiple deliveries to complete the monthly allocation. For example, East Baton Rouge Parish (2nd Largest district in the State) receives 1 monthly allocation but it takes 5 deliveries to complete the allocation.

Total staff years for this activity: 9.5

Farm to Child Nutrition (if applicable)

FD participates in trainings, meetings, zoom calls, and webinars as requested. Our role is to provide logistics and storage for Farm to Child Nutrition projects. For example, storing farm to school raised garden beds for 6 months until the SFAs could utilize.

Total staff years for this activity: .5

Special Projects & Other Activities (if applicable)

The Local Food for Schools Grant for NSLP and the Local Food Purchase Agreement Grant for TEFAP are administered by LDAF FD. Also, the Reach and Resiliency Grant rounds 1&2 as well as Farm to Food Bank funds. Some of the grants provide personnel such as job appointments to administer; however, the level of staffing is insufficient and the permanent staff are required to increase their workload to compensate for this shortfall which puts a burden on the NSLP, SFSP, and TEFAP administrative/operational duties such as compliance monitoring and training.

Total staff years for these activities: 2

FISCAL YEAR 2024
STATE ADMINISTRATIVE EXPENSE PLAN
REVIEW APPROVAL (SIGNATURES)

Mack B. Williams

Mack B. Williams,
Food Distribution Program Administrator

1/25/24

DATE

Michelle W. Ribera

Michelle Ribera,
Assistant Commissioner of LDAF Animal Health and
Food Safety

1-26-24

DATE

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Department of Insurance	FOR OPB USE ONLY	
AGENCY: Commissioner of Insurance	OPB LOG NUMBER 85R	AGENDA NUMBER 2
SCHEDULE NUMBER: 04-165	Approval and Authority: Approved by the Joint Legislative Committee on the Budget DATE: <u>10/25/24</u>	
SUBMISSION DATE: September 26, 2024		
AGENCY BA-7 NUMBER: #1 REVISED		
HEAD OF BUDGET UNIT: Chris Cerniauskas		
TITLE: Chief of Staff		
SIGNATURE <small>(certifies that the information provided is correct and true to the best of your knowledge):</small> 		

MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)	REVISED FY 2024-2025
GENERAL FUND BY:			
DIRECT	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0
FEES & SELF-GENERATED	\$36,071,043	\$0	\$36,071,043
Regular Fees & Self-generated	\$34,131,971	\$0	\$34,131,971
Subtotal of Fund Accounts from Page 2	\$1,939,072	\$0	\$1,939,072
STATUTORY DEDICATIONS	\$20,000,000	\$14,709,164	\$34,709,164
Louisiana Fortify Homes Program Fund (114	\$20,000,000	\$14,709,164	\$34,709,164
[Select Statutory Dedication]	\$0	\$0	\$0
Subtotal of Dedications from Page 2	\$0	\$0	\$0
FEDERAL	\$1,195,671	\$0	\$1,195,671
TOTAL	\$57,266,714	\$14,709,164	\$71,975,878
AUTHORIZED POSITIONS	230	0	230
AUTHORIZED OTHER CHARGES	0	0	0
NON-TO FTE POSITIONS	3	0	3
TOTAL POSITIONS	233	0	233

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
Administration/Fiscal Program	\$15,568,512	72	\$0	0	\$15,568,512	72
Market Compliance Program	\$41,698,202	158	\$14,709,164	0	\$56,407,366	158
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
TOTAL	\$57,266,714	230	\$14,709,164	0	\$71,975,878	230

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

DEPARTMENT: Department of Insurance	FOR OPB USE ONLY	
AGENCY: Commissioner of Insurance	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 04-165		
SUBMISSION DATE: September 26, 2024	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: #1 REVISED		

Use this section for additional Dedicated Fund Accounts or Statutory Dedications, if needed.
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)	REVISED FY 2024-2025
GENERAL FUND BY:			
FEES & SELF-GENERATED			
Administrative Fund Account of the Department of Insurance (I08A)	\$990,367	\$0	\$990,367
Insurance Fraud Investigation Dedicated Fund Account (I09A)	\$948,705	\$0	\$948,705
SUBTOTAL (to Page 1)	\$1,939,072	\$0	\$1,939,072
STATUTORY DEDICATIONS			
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$0	\$0	\$0

Use this section for additional Program Names, if needed.
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
SUBTOTAL (to Page 1)	\$0	0	\$0	0	\$0	0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

Policy and Procedure Memorandum No. 52, Revised, requires that all Requests for Changes in Appropriation be fully documented. At a minimum, the following questions and statements must be answered. Use Continuation Sheets as needed. **FAILURE TO ANSWER ALL QUESTIONS COMPLETELY WILL BE CAUSE TO RETURN THIS DOCUMENT WITHOUT ACTION.**

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable. A copy of any grant application and the notice of approved grant or appropriation must accompany the BA-7. What are the expenditure restrictions of the funds?

Statutory Dedicated funds for the Louisiana Fortify Homes Program in accordance with Act 554 of the 2022 Regular Legislative Session. The requested funds will be used to make financial grants to retrofit roofs of insurable property with a homestead exemption to resist loss and meet or exceed the fortified home standards of the Insurance Institute for Business and Home Safety-"fortified roof". This BA-7 request is requesting additional budget authority for the unspent portion (fund balance) in the I14 Louisiana Fortify Homes Program fund as of June 30, 2024.

2. Enter the financial impact of the requested adjustment for the next four fiscal years.

MEANS OF FINANCING OR EXPENDITURE	FY 2024-2025	FY 2025-2026	FY 2026-2027	FY 2027-2028	FY 2028-2029
GENERAL FUND BY:					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$14,709,164	\$0	\$0	\$0	\$0
FEDERAL	\$0	\$0	\$0	\$0	\$0
TOTAL	\$14,709,164	\$0	\$0	\$0	\$0

3. If this action requires additional personnel, provide a detailed explanation below:

Not Applicable.

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.

Act 554 of the 2022 Regular Session created the Louisiana Fortify Homes Program and Act 410 of the 2023 Regular Session funded the program with a combination of available state general fund dollars and agency self-generated funds totaling \$30 million in FY 23/24. Approval of this BA-7 will provide the additional budget authority to distribute the funds remaining in the I14 fund.

5. Is this an after the fact BA-7, e.g.; have expenditures been made toward the program this BA-7 is for? If yes, explain per PPM No.52.

No.

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

1. Identify and explain the programmatic impacts (positive or negative) that will result from the approval of this BA-7.

Approval of this BA-7 will provide for the distribution of financial grant funds to retrofit roofs of insurable property with a homestead exemption to resist loss and meet or exceed the fortified home standards of the Insurance Institute for Business and Home Safety.

2. Complete the following information for each objective and related performance indicators that will be affected by this request. *(Note: Requested adjustments may involve revisions to existing objectives and performance indicators or creation of new objectives and performance indicators. Repeat this portion of the request form as often as necessary.)*

OBJECTIVE:			
LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD	
		CURRENT FY 2024-2025	ADJUSTMENT (+) OR (-) FY 2024-2025

JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).

3. Briefly explain any performance impacts other than or in addition to effects on objectives and performance indicators. *(For example: Are there any anticipated direct or indirect effects on program management or service recipients? Will this BA-7 have a positive or negative impact on some other program or agency?)*

Not Applicable.

4. If there are no performance impacts associated with this BA-7 request, then fully explain this lack of performance impact.
The purpose of the LA Fortify Homes Program is to provide grant funds that will encourage resilient roof construction to the fortified roof standard and address decreasing ownership costs for homeowners brought on by storm-related damage such as mold or other issues related to water intrusion, heat-related illnesses, and physical and psychological stress from displacement and financial strain.

5. Describe the performance impacts of failure to approve this BA-7. *(Be specific. Relate performance impacts to objectives and performance indicators.)*
Funding will not be available for the distribution of grants under the LA Fortify Homes Program if this BA-7 is not approved.

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 2 NAME: Market Compliance Program

MEANS OF FINANCING:	CURRENT FY 2024-2025	REQUESTED ADJUSTMENT	REVISED FY 2024-2025	ADJUSTMENT/OUTYEAR PROJECTIONS			
				FY 2025-2026	FY 2026-2027	FY 2027-2028	FY 2028-2029
GENERAL FUND BY:							
Direct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fees & Self-Generated *	\$21,698,202	\$0	\$21,698,202	\$0	\$0	\$0	\$0
Statutory Dedications **	\$20,000,000	\$14,709,164	\$34,709,164	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MOF	\$41,698,202	\$14,709,164	\$56,407,366	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$11,063,612	\$0	\$11,063,612	\$0	\$0	\$0	\$0
Other Compensation	\$172,572	\$0	\$172,572	\$0	\$0	\$0	\$0
Related Benefits	\$6,065,045	\$0	\$6,065,045	\$0	\$0	\$0	\$0
Travel	\$154,793	\$0	\$154,793	\$0	\$0	\$0	\$0
Operating Services	\$272,275	\$0	\$272,275	\$0	\$0	\$0	\$0
Supplies	\$29,687	\$0	\$29,687	\$0	\$0	\$0	\$0
Professional Services	\$3,316,949	\$0	\$3,316,949	\$0	\$0	\$0	\$0
Other Charges	\$20,227,000	\$14,709,164	\$34,936,164	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$396,269	\$0	\$396,269	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$41,698,202	\$14,709,164	\$56,407,366	\$0	\$0	\$0	\$0
POSITIONS							
Classified	145	0	145	0	0	0	0
Unclassified	13	0	13	0	0	0	0
TOTAL T.O. POSITIONS	158	0	158	0	0	0	0
Other Charges Positions	0	0	0	0	0	0	0
Non-TO FTE Positions	3	0	3	0	0	0	0
TOTAL POSITIONS	161	0	161	0	0	0	0
*Dedicated Fund Accounts:							
Reg. Fees & Self-generated	\$19,789,130	\$0	\$19,789,130	\$0	\$0	\$0	\$0
Administrative Fund Account of the Department of Insurance (IO8A)	\$990,367	\$0	\$990,367	\$0	\$0	\$0	\$0
Insurance Fraud Investigation Dedicated Fund Account (IO9A)	\$918,705	\$0	\$918,705	\$0	\$0	\$0	\$0
**Statutory Dedications:							
Louisiana Fortify Homes Program Fund (14)	\$20,000,000	\$14,709,164	\$34,709,164	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

QUESTIONNAIRE ANALYSIS

(Please reference question numbers, provide detailed information and use continuation sheets as needed.)

GENERAL PURPOSE

1. This BA-7 is a request to increase Statutory Dedicated budget authority to access funds to be used to make financial grants to retrofit roofs to meet or exceed the fortified home standards of the Insurance Institute for Business and Home Safety-"fortified roof" in accordance with Act 554 of the 2022 Regular Legislative Session and funded via Act 410 of the 2023 Regular Legislative Session.

REVENUES

5. Statutory Dedicated

- Funding is currently established in the Louisiana Fortify Homes Program Fund per Act 410 of the 2023 Regular Legislative Session.

114-Louisiana Fortify Homes Program Fund:

FY 23/24 Beginning Fund Balance	\$30,000,000
FY 23/24 Grant Funds Distributed	<u>(\$10,332,628)</u>
FY 23/24 Ending Fund Balance	\$19,667,372
Minus: Projected unspent from FY 23/24 as appropriated in FY 24/25 per Act 4 of 2024 Regular Legislative Session	<u>(\$5,000,000)</u>
FY 23/24 Adjusted Ending Fund Balance	\$14,667,372
Plus: FY 23/24 Interest Earned	<u>\$41,792</u>
FY 23/24 Adjusted Ending Fund Balance	\$14,709,164

EXPENDITURES

9. • Amounts to be disbursed are based on the qualifying criteria for grant applications per Act 554 of the 2022 Regular Legislative Session.

11. Object Code Details

Fund	Cost Ctr	G/L Acct	Description	Amount
1650011400	1652074072	5620063	Other Charges-MISC-Operating Services	\$14,709,164

OTHER

12. The following individuals may be contacted for further information:

Chris Cerniauskas
Chief of Staff
Office of the Commissioner
chris.cerniauskas@ldi.la.gov
342-9202

Lance Herrin
Assistant Commissioner
Office of Management & Finance
lance.herrin@ldi.la.gov
342-3981

Chuck Myers
Deputy Commissioner
Office of Property & Casualty
chuck.myers@ldi.la.gov
342-0535

Stephanie Kendrick
Budget Administrator
Office of Management & Finance
stephanie.kendrick@ldi.la.gov
342-3918

STATE OF LOUISIANA
 DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
 REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Agriculture & Forestry		FOR OPB USE ONLY				
AGENCY: Agriculture & Forestry - Pass Through Funds		OPB LOG NUMBER 118		AGENDA NUMBER 3		
SCHEDULE NUMBER: 20-941		Approval and Authority: Approved by the Joint Legislative Committee on the Budget DATE: <u>10/25/24</u>				
SUBMISSION DATE: September 17, 2024						
AGENCY BA-7 NUMBER: 01						
HEAD OF BUDGET UNIT: Dane Morgan						
TITLE: Assistant Commissioner of Management & Finance						
SIGNATURE <i>(Certifies that the information provided is correct and true to the best of your knowledge):</i> 						
MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)		REVISED FY 2024-2025		
GENERAL FUND BY:						
DIRECT	\$2,679,891	\$0		\$2,679,891		
INTERAGENCY TRANSFERS	\$994,323	\$0		\$994,323		
FEES & SELF-GENERATED	\$248,532	\$0		\$248,532		
Regular Fees & Self-generated	\$248,532	\$0		\$248,532		
Subtotal of Fund Accounts from Page 2	\$0	\$0		\$0		
STATUTORY DEDICATIONS	\$5,219,523	\$0		\$5,219,523		
Louisiana Agricultural Finance Authority Fund (A07)	\$200,000	\$0		\$200,000		
Agricultural Commodity Commission Self-Insurance Fund (A13)	\$266,001	\$0		\$266,001		
Subtotal of Dedications from Pages 2 and 3	\$4,753,522	\$0		\$4,753,522		
FEDERAL	\$16,284,670	\$4,000,000		\$20,284,670		
TOTAL	\$25,426,939	\$4,000,000		\$29,426,939		
AUTHORIZED POSITIONS	0	0		0		
AUTHORIZED OTHER CHARGES	0	0		0		
NON-TO FTE POSITIONS	0	0		0		
TOTAL POSITIONS	0	0		0		
PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
Pass Through Funds	\$25,426,939	0	\$4,000,000	0	\$29,426,939	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
Subtotal of programs from Page 2:	\$0	0	\$0	0	\$0	0
TOTAL	\$25,426,939	0	\$4,000,000	0	\$29,426,939	0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Agriculture & Forestry	FOR OPB USE ONLY	
AGENCY: Agriculture & Forestry - Pass Through Funds	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 20-941		
SUBMISSION DATE: September 17, 2024	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 01		

Use this section for additional Dedicated Fund Accounts or Statutory Dedications, if needed.
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)	REVISED FY 2024-2025
GENERAL FUND BY:			
FEES & SELF-GENERATED			
[Select Fund Account]	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$0	\$0	\$0
STATUTORY DEDICATIONS			
Forestry Productivity Fund (A14)	\$4,000,000	\$0	\$4,000,000
Grain and Cotton Indemnity Fund (A27)	\$753,522	\$0	\$753,522
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$4,753,522	\$0	\$4,753,522

Use this section for additional Program Names, if needed.
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
SUBTOTAL (to Page 1)	\$0	0	\$0	0	\$0	0

STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

DEPARTMENT: Agriculture & Forestry	FOR OPB USE ONLY	
AGENCY: Agriculture & Forestry - Pass Through Funds	OPB LOG NUMBER	AGENDA NUMBER
SCHEDULE NUMBER: 20-941		
SUBMISSION DATE: September 17, 2024	ADDENDUM TO PAGE 1	
AGENCY BA-7 NUMBER: 01		

Use this section for additional Dedicated Fund Accounts or Statutory Dedications, if needed.
The subtotal will automatically be transferred to Page 1.

MEANS OF FINANCING	CURRENT FY 2024-2025	ADJUSTMENT (+) or (-)	REVISED FY 2024-2025
GENERAL FUND BY:			
FEES & SELF-GENERATED			
[Select Fund Account]	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$0	\$0	\$0
STATUTORY DEDICATIONS			
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0
SUBTOTAL (to Page 1)	\$0	\$0	\$0

Use this section for additional Program Names, if needed.
The subtotal will automatically be transferred to Page 1.

PROGRAM EXPENDITURES	DOLLARS	POS	DOLLARS	POS	DOLLARS	POS
PROGRAM NAME:						
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
	\$0	0	\$0	0	\$0	0
SUBTOTAL (to Page 1)	\$0	0	\$0	0	\$0	0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

Policy and Procedure Memorandum No. 52, Revised, requires that all Requests for Changes in Appropriation be fully documented. At a minimum, the following questions and statements must be answered. Use Continuation Sheets as needed. **FAILURE TO ANSWER ALL QUESTIONS COMPLETELY WILL BE CAUSE TO RETURN THIS DOCUMENT WITHOUT ACTION.**

1. What is the source of funding (if other than General Fund (Direct))? Specifically identify any grant or public law and the purposes of the funds, if applicable. A copy of any grant application and the notice of approved grant or appropriation must accompany the BA-7. What are the expenditure restrictions of the funds?
The source of the funding is the The Local Food Purchase Assistance Cooperative Agreement Program (LFPA) Federal Grant from the U.S. Department of Agriculture (USDA). Overall, the purpose of this grant is to maintain and improve food and agricultural supply chain resiliency for which such food will serve Louisiana feeding programs, including food banks, schools and organizations that reach underserved communities.

2. Enter the financial impact of the requested adjustment for the next four fiscal years.

MEANS OF FINANCING OR EXPENDITURE	FY 2024-2025	FY 2025-2026	FY 2026-2027	FY 2027-2028	FY 2028-2029
GENERAL FUND BY:					
DIRECT	\$0	\$0	\$0	\$0	\$0
INTERAGENCY TRANSFERS	\$0	\$0	\$0	\$0	\$0
FEES & SELF-GENERATED	\$0	\$0	\$0	\$0	\$0
STATUTORY DEDICATIONS	\$0	\$0	\$0	\$0	\$0
FEDERAL	\$4,000,000	\$0	\$0	\$0	\$0
TOTAL	\$4,000,000	\$0	\$0	\$0	\$0

3. If this action requires additional personnel, provide a detailed explanation below:
This action requires no additional support.

4. Explain why this request can't be postponed for consideration in the agency's budget request for next fiscal year.
There was an exponential ramp in activity during FY24 and FY25 related to the LFPA Federal Grant which will end on 06/30/2025. Without approval of the additional Federal budget authority being requested, Agency 941 (Agriculture & Forestry - Pass Through Funds) would run the risk of brushing up against maximum Federal budget authority and generating potential Federal Overcollections which would be unusable and providing for an unbalanced budget.

5. Is this an after the fact BA-7; e.g., have expenditures been made toward the program this BA-7 is for? If yes, explain per PPM No.52.
No, this is not an after the fact BA-7.

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PERFORMANCE IMPACT OF MID-YEAR BUDGET ADJUSTMENT

1. Identify and explain the programmatic impacts (positive or negative) that will result from the approval of this BA-7.

Approval of the additional Federal budget authority being requested would allow Agency 941 (Agriculture & Forestry - Pass Through Funds) that ability to collect the necessary Federal funds and provide for a balanced budget.

2. Complete the following information for each objective and related performance indicators that will be affected by this request. *(Note: Requested adjustments may involve revisions to existing objectives and performance indicators or creation of new objectives and performance indicators. Repeat this portion of the request form as often as necessary.)*

OBJECTIVE:

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE STANDARD		
		CURRENT FY 2024-2025	ADJUSTMENT (+) OR (-)	REVISED FY 2024-2025

JUSTIFICATION FOR ADJUSTMENT(S): Explain the necessity of the adjustment(s).

3. Briefly explain any performance impacts other than or in addition to effects on objectives and performance indicators. *(For example: Are there any anticipated direct or indirect effects on program management or service recipients? Will this BA-7 have a positive or negative impact on some other program or agency?)*

This BA-7 will allow the department to collect the necessary Federal funds and provide for a balanced budget. If not, the current amount of Federal budget authority would put the Agency at risk of brushing up against its maximum and generating potential Federal Overcollections which would be unusable and providing for an unbalanced budget.

4. If there are no performance impacts associated with this BA-7 request, then fully explain this lack of performance impact.
The performance impacts associated with this request are identified, to the extent possible, in the explanations above.

5. Describe the performance impacts of failure to approve this BA-7. (Be specific. Relate performance impacts to objectives and performance indicators.)
The department will not have sufficient Federal budget authority and would put the Agency at risk of brushing up against its maximum and generating potential Federal Overcollections which would be unusable and providing for an unbalanced budget.

STATE OF LOUISIANA
 DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
 REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Agriculture & Forestry - Pass Through Funds

MEANS OF FINANCING:	CURRENT FY 2024-2025	REQUESTED ADJUSTMENT	REVISED FY 2024-2025	ADJUSTMENT/OUT-YEAR PROJECTIONS			
				FY 2025-2026	FY 2026-2027	FY 2027-2028	FY 2028-2029
GENERAL FUND BY:							
Direct	\$2,679,891	\$0	\$2,679,891	\$0	\$0	\$0	\$0
Interagency Transfers	\$994,323	\$0	\$994,323	\$0	\$0	\$0	\$0
Fees & Self-Generated *	\$248,532	\$0	\$248,532	\$0	\$0	\$0	\$0
Statutory Dedications **	\$5,219,523	\$0	\$5,219,523	\$0	\$0	\$0	\$0
FEDERAL FUNDS	\$16,284,670	\$4,000,000	\$20,284,670	\$0	\$0	\$0	\$0
TOTAL MOF	\$25,426,939	\$4,000,000	\$29,426,939	\$0	\$0	\$0	\$0
EXPENDITURES:							
Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$25,426,939	\$4,000,000	\$29,426,939	\$0	\$0	\$0	\$0
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$25,426,939	\$4,000,000	\$29,426,939	\$0	\$0	\$0	\$0
POSITIONS							
Classified	0	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0	0
Other Charges Positions	0	0	0	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0	0
*Dedicated Fund Accounts:							
Reg. Fees & Self-generated	\$248,532	\$0	\$248,532	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
[Select Fund Account]	\$0	\$0	\$0	\$0	\$0	\$0	\$0
**Statutory Dedications:							
Louisiana Agricultural Finance Authority Fund (A07)	\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0
Agricultural Commodity Commission Self-Insurance Fund (A13)	\$266,001	\$0	\$266,001	\$0	\$0	\$0	\$0
Forestry Productivity Fund (A14)	\$4,000,000	\$0	\$4,000,000	\$0	\$0	\$0	\$0
Grain and Cotton Indemnity Fund (A27)	\$753,522	\$0	\$753,522	\$0	\$0	\$0	\$0
[Select Statutory Dedication]	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**STATE OF LOUISIANA
DIVISION OF ADMINISTRATION, OFFICE OF PLANNING AND BUDGET
REQUEST FOR MID-YEAR BUDGET ADJUSTMENT**

PROGRAM LEVEL REQUEST FOR MID-YEAR BUDGET ADJUSTMENT

PROGRAM 1 NAME: Agriculture & Forestry - Pass Through Funds

MEANS OF FINANCING:	State General Fund	Interagency Transfers	Fees & Self-Generated Revenues	Statutory Dedications	Federal Funds	TOTAL
AMOUNT	\$0	\$0	\$0	\$0	\$4,000,000	\$4,000,000
EXPENDITURES:						
Salaries	\$0	\$0	\$0	\$0	\$0	\$0
Other Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Related Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
Operating Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Charges	\$0	\$0	\$0	\$0	\$4,000,000	\$4,000,000
Debt Services	\$0	\$0	\$0	\$0	\$0	\$0
Interagency Transfers	\$0	\$0	\$0	\$0	\$0	\$0
Acquisitions	\$0	\$0	\$0	\$0	\$0	\$0
Major Repairs	\$0	\$0	\$0	\$0	\$0	\$0
UNALLOTTED	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$4,000,000	\$4,000,000
OVER / (UNDER)	\$0	\$0	\$0	\$0	\$0	\$0
POSITIONS						
Classified	0	0	0	0	0	0
Unclassified	0	0	0	0	0	0
TOTAL T.O. POSITIONS	0	0	0	0	0	0
Other Charges Positions	0	0	0	0	0	0
Non-TO FTE Positions	0	0	0	0	0	0
TOTAL POSITIONS	0	0	0	0	0	0

QUESTIONNAIRE ANALYSIS

(Please reference question numbers, provide detailed information and use continuation sheets as needed.)

GENERAL PURPOSE

This BA-7 is to adjust the current budget (24-25) for additional Federal budget authority being requested and associated with the Local Food Purchase Assistance Cooperative Agreement Program (LFPA) Federal Grant from the U.S. Department of Agriculture (USDA).

REVENUES

Federal Fund – \$4,000,000

From the U.S. Department of Agriculture (USDA) for the Local Food Purchase Assistance Cooperative Agreement Program (LFPA) Federal Grant which provides for a pass through to maintain and improve food and agricultural supply chain resiliency for which such food will serve Louisiana feeding programs, including food banks, schools and organizations that reach underserved communities.

EXPENDITURES

Federal Fund – \$4,000,000

To be passed through to maintain and improve food and agricultural supply chain resiliency for which such food will serve Louisiana feeding programs, including food banks, schools and organizations that reach underserved communities.

G/L Code – 5620018 Miscellaneous – Project Activity

OTHER

Dane K. Morgan
Assistant Commissioner of Management and Finance
(225) 952-8142
dmorgan@daf.state.la.us



NOTICE OF AWARD

United States
Department of
Agriculture

April 18, 2023

Agricultural
Marketing
Services

ATTN: Leo Wofford, Assistant Commissioner
BATON ROUGE, LA

Local Food
Purchase
Assistance

SUBJECT: Agricultural Marketing Service (AMS) Notice of Award (NOA) for
Agreement No. AM22LFPA0000C015

1400
Independence
Ave, SW
Room 4543-S
Stop 0264
Washington, DC
20250-0264

CFDA#: 10.182

Project Director: Leo Wofford

Project Title: Local Food Purchase Assistance Cooperati

Period of Performance: July 1, 2022-June 30, 2025

AMS Award Amount: \$13,347,505.00

Matching Funds Amount: \$0.00

Dear Leo Wofford:

The Agricultural Marketing Service (AMS) hereby awards a grant to AGRICULTURE & FORESTRY, LOUISIANA DEPARTMENT OF in support of the above referenced program. This Award is pursuant to (CFDA# 10.182, Local Food Purchase Assistance) and is subject to:

1. Your organization's application package, including the SF-424, SF-424B, Application/Project Narrative, Budget Summary/Narrative, other supporting letters and documents, as applicable, match verification, as applicable, AD-3030, Representations Regarding Felony Conviction and Tax Delinquent Status for Corporate Applicants, as applicable, and AD-3031, Assurance Regarding Felony Conviction or Tax Delinquent Status for Corporate Applicants, as applicable.
2. Agricultural Marketing Service Grants Division General Award Terms and Conditions (<https://www.ams.usda.gov/sites/default/files/media/FY2019GDTermsandConditions.pdf>)

Acceptance of this award requires an authorized AGRICULTURE & FORESTRY, LOUISIANA DEPARTMENT OF representative to sign and date the Grant Award and submit to Elizabeth LOBER at elizabeth.lober@usda.gov.

If you have any questions about this NOA, please contact the Federal Agency Project Manager listed in Box 13 of the attached Grant Agreement.

Sincerely,

Erin Morris

USDA, Agricultural Marketing Service

Grant Agreement Face Sheet

1. Accounting Code: 9000023268	2. Vendor I.D. (EIN):	3. UEI Number / DUNS Number: WBXSX1KJEYE5 / 809926843
4. Agreement Number: AM22LFPA0000C015	5. Type of Instrument: Grant Agreement	6. CFDA Number: 10.182
7. Title of Agreement: Local Food Purchase Assistance Cooperati		
8. Objective: To maintain and improve food and agricultural supply chain resiliency.		
9. Statement of Work: This agreement shall be carried out by the organizational units or officials of the Federal Agency and the Recipient in the manner and subject to the conditions provided in the Agricultural Marketing Service Grants Division General Award Terms and Conditions attached hereto and made a part of this agreement.		
10. Legal Authority: The Local Food Purchase Assistance Cooperative Agreement Program (LFPA) is authorized by Section 1001(b)(4) of the American Rescue Plan Act (P.L. 117-2).		
11. Federal Agency (Name and Address): Local Food Purchase Assistance ,	12. Recipient: AGRICULTURE & FORESTRY, LOUISIANA DEPARTMENT OF 5825 FLORIDA BLVD BATON ROUGE, LA 70806-4248	
13. Federal Agency Project Manager: LARA SHOCKEY, Agricultural Marketing Specialist Telephone: Email: lara.s.shockey@wv.usda.gov	14. Recipient Project Coordinator: Leo Wofford, Assistant Commissioner Telephone: (225) 953-2150 Email: kwofford@ldaf.state.la.us	
15. Period of Performance: July 01, 2022 through June 30, 2025	16. Federal Agency Funding Amount: \$13,347,505.00	Non-Federal Matching Amount: \$0.00
PROVISIONS		
This Agreement incorporates the following: 1. Approved application and budget including any mutually agreed upon budget revisions and other changes and amendments thereto. 2. Agricultural Marketing Service Grants Division General Award Terms and Conditions (August 2019) available at https://www.ams.usda.gov/sites/default/files/media/FY2019GDTermsandConditions.pdf . 3. 2 CFR Part 200, 2 CFR Part 400		
17. Federal Agency Representative Approval: Erin Morris Deputy Administrator Agricultural Marketing Service	18. Recipient Representative Approval: Name: Leo Wofford Title: Assistant Commissioner	
19. Federal Agency Representative Approval Signature: Date: Erin Morris 04/17/2023	20. Recipient Representative Approval Signature: Date: Michelle Ribera 04/18/2023	

Paperwork Burden Statement

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is . Public reporting burden for this collection of information is estimated to average 2 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project , Washington, DC 20503.

In accordance with Federal civil rights law and U.S. Department of Agriculture(USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- 1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;
2) fax: (202) 690-7442; or 3) email: program.intake@usda.gov. USDA is an equal opportunity provider, employer, and lender.*

Budget Details Table

	Funds Requested	Funds Requested New	Matching Funds	Matching Funds New	Gross Total By Line
Personnel	0.00	0.00	0.00	0.00	0.00
Travel	0.00	0.00	0.00	0.00	0.00
Supplies	0.00	0.00	0.00	0.00	0.00
Fringe Benefits	0.00	0.00	0.00	0.00	0.00
Equipment	0.00	0.00	0.00	0.00	0.00
Contractual	0.00	0.00	0.00	0.00	0.00
Other	6,940,928.00	6,406,577.00	0.00	0.00	13,347,505.00
Total Direct Cost	6,940,928.00	6,406,577.00	0.00	0.00	13,347,505.00
Cooperator Indirect Cost	0.00	0.00	0.00	0.00	0.00
Gross Total	6,940,928.00	6,406,577.00	0.00	0.00	13,347,505.00