

## **Cooperative Endeavor Agreement for Civic Associations and HRQL Commission**

### Required components

- Association resolution authorizing association president to sign CEA
- Parish maintains ownership and insurance
- Civic association responsible for maintenance and upkeep, including any utilities used
- Allowable uses include gardens, urban gardens, approved playgrounds, pocket parks
- Application for CEA reviewed and approved by HRQL prior to action;
  - Application shall contain proposed use of property (including site design)
  - Time line for implementation
  - Statement of acceptance of maintenance and upkeep
  - Board resolution
  - Contact person and contact information
  - Brief statement of justification of use of property
  - Financial position of organization
- Review of Application by Parks and Parkways Commission
- Consideration by HRQL of property use

**LLT PROPERTY USE APPLICATION FOR CIVIC ASSOCIATION**

**Name of Organization:** \_\_\_\_\_

**Registered with Secretary of State- Louisiana- Yes(attach good standing status from SOS)**

**Contact Person/Position:** \_\_\_\_\_

**Attach resolution of above organization authorizing above individual to represent organization and sign for Cooperative Endeavor Agreement for LLT property use.**

**Contact Person Contact Info: phone #** \_\_\_\_\_

**Email address** \_\_\_\_\_

**Mailing address** \_\_\_\_\_

**Address of LLT Property being requested** \_\_\_\_\_

**Additional LLT Properties being requested** \_\_\_\_\_

**Attach proposed use of requested property (include justification for proposed use or how does this use improve the quality of life of those in this neighborhood).**

**Attach dimensional site plan for proposed use of property.**

**The time line for implementing the proposed use is** \_\_\_\_\_.

**The above organization has** \_\_\_\_\_ **members. Of the total membership, what percentage is likely to participate in the upkeep of the proposed property?** \_\_\_\_\_.

**Is there or will there be a committee of the above organization charged with the upkeep of the property?** \_\_\_\_\_

**The current dues of the organization are** \_\_\_\_\_ **per** \_\_\_\_\_. **And there will be** \_\_\_\_\_ **dollars dedicated to the proposed property. And the current unencumbered fund balance of the organization is** \_\_\_\_\_.

**I understand that, if approved, the use property will be at the responsibility of the above organization, including all utilities, water, and upkeep and maintenance. St. Bernard Parish HRQL/Parish Government shall remain the property owner and provide insurance coverage for approved uses of the property. A Cooperative Endeavor Agreement will be under separate cover.**

\_\_\_\_\_ (organization representative)