

Date: 8/3/18

**Related Party Disclosures and Compliance  
with the Code of Governmental Ethics**

Legislative Auditor  
Baton Rouge, Louisiana

In connection with your audit of the annual financial statements of the University of Louisiana at Lafayette, as a part of the University of Louisiana System, as of June 30, 2018, and for the year then ended, I offer the following representations (please provide an explanation to all yes answers):

1. Have you or any related party of yours (as defined above) had any interest, direct or indirect, in any sale, purchase, exchange, or lease of property; receipt or furnishing of goods, services, or facilities; or transfer or receipt of income or assets with the University of Louisiana at Lafayette?

Yes  No

If "Yes," please provide the following information:

- a) The name of the organization and the nature of the relationship.
- b) A description of the transaction and other information deemed necessary to provide an understanding of the effects of the transactions on the financial statements.
- c) The dollar amounts of the transactions and the effects of any change in the method of establishing the terms from those used in the preceding period.
- d) Amounts due to or from related parties as of June 30, 2018, and, if not otherwise apparent, the terms and manner of settlement.

*Note: This question includes whether you or anyone of whom you are aware within the University of Louisiana at Lafayette has any position or influence [e.g., ownership (including partial ownership with a controlling interest), upper management, board member, etc.] with businesses, vendors, banks, or other legal entities with which the entity has had transactions during the period July 1, 2017 to the present that could be construed to be a related party transaction.*

2. Have you or any related parties of yours been indebted to the University of Louisiana at Lafayette (excluding amounts for ordinary travel and expense advances).

Yes  No

3. Have you or anyone of whom you are aware, accepted anything of value, whether in the form of a service, loan, or promise, from anyone, that would constitute a violation of RS 42:1101-1170?

Yes  No

4. Have you or any member of your immediate family, or legal entity in which you have an economic interest, or anyone of whom you are aware, bid on or entered into, or are in any way "interested" in any contract, subcontract, or other transaction involving the entity that would constitute a violation of RS 42:1113(A)?

Yes  No

5. Have you made the disclosures required by RS 42:1114, if you and/or any member of your immediate family derived anything of economic value through a person who has bid on or entered into or is in any way financially interested in any contract, subcontract, or other transaction involving the entity?

*(Answer "NA" if no such transactions have occurred and, therefore, no disclosures are required.)*

Yes  No  NA

6. Has any member of your immediate family been employed by the entity after April 1, 1980, under circumstances that would constitute a violation of RS 42:1119?

Yes  No

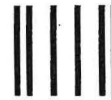
The above respon

to the best of my belief and knowledge.

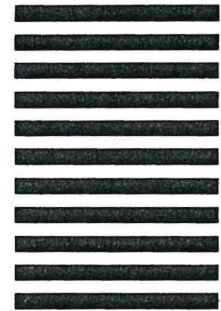
Signature

Date 8/3/18

Title \_\_\_\_\_



NO POSTAGE  
NECESSARY  
IF MAILED  
IN THE  
UNITED STATES



**BUSINESS REPLY MAIL**  
FIRST-CLASS MAIL PERMIT NO. 312 BATON ROUGE, LA  
POSTAGE WILL BE PAID BY ADDRESSEE

OFFICE OF THE LEGISLATIVE AUDITOR  
PO BOX 94397  
BATON ROUGE LA 70804-9980





LOUISIANA LEGISLATIVE AUDITOR  
DARYL G. PURPERA, CPA, CFE

RECEIVED

AUG 01 2018

July 31, 2018

Office of the President

Dr. E. Joseph Savoie, President  
University of Louisiana at Lafayette  
104 E. University Circle  
Lafayette, Louisiana 70504

Dear Dr. Savoie:

In conjunction with our audit of the University of Louisiana at Lafayette, as a part of the University of Louisiana System, we are asking that you complete the attached questionnaire concerning the existence of related party transactions. In accordance with auditing standards generally accepted in the United States, we are required to perform procedures to determine the existence of related party transactions. Governmental Accounting Standards Board (GASB) Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, defines related parties as:

A government's related organizations, joint ventures, and jointly governed organizations; elected and appointed officials of the government; its management; members of the immediate families of elected or appointed officials of the government and its management; and other parties with which the government may deal if one party can significantly influence the management or operating policies of the other to an extent that one of the transacting parties might be prevented from fully pursuing its own separate interests. Another party also is a related party if it can significantly influence the management or operating policies of the transacting parties or if it has an ownership interest in one of the transacting parties and can significantly influence the other to an extent that one or more of the transacting parties might be prevented from fully pursuing its own separate interests.

In addition, the Louisiana Code of Governmental Ethics, Louisiana Revised Statutes (R.S.) 42:1101-1170, governs related party transactions applicable to all public officials and public employees. Examples of possible related party transactions include, but are not limited to, the following:

- Borrowing from or lending to the University of Louisiana at Lafayette on an interest-free basis or at a rate of interest significantly above or below market rates prevailing at the time of the transaction.
- Selling property to the University of Louisiana at Lafayette at a price that differs significantly from its appraised value.
- Exchanging property for similar property in a nonmonetary transaction.

Transactions between related parties commonly occur in the normal course of business. Transactions between related parties are considered to be related party transactions even though they may not be given accounting recognition. For example, an entity may receive services from a related party without charge and not record receipt of the services. Related party transactions may be disclosed in the notes to the financial statements.

Dr. E. Joseph Savoie, President  
University of Louisiana at Lafayette  
July 31, 2018  
Page 2

To comply with the standards and to determine the impact of the existence of such relationships on our audit, we are requesting that you answer the attached questions relative to any, and all, outside affiliations, transactions, etc., which may be considered related party transactions between the University of Louisiana at Lafayette and you that occurred from July 1, 2017 to the present.

Please provide an explanation to all "Yes" answers. Please respond by August 14, 2018 to my attention at: Ashley Boudreaux, Senior Auditor, P.O. Box 94397, Baton Rouge, Louisiana, 70804-9397. Thank you for your cooperation in this matter. If you have any questions or need additional information, please contact me at (225) 336-5963.

Sincerely,

A handwritten signature in black ink that reads "Ashley Boudreaux". The signature is written in a cursive style with a large initial 'A'.

Ashley Boudreaux, CPA  
Senior Auditor

AEB:md

Attachment