

# MEMORANDUM OF UNDERSTANDING

Between

**Lafourche Parish Regional Training Academy**

And

Thibodaux Police Department

**Sponsoring Agency**

**By this memorandum, it is hereby understood and agreed that:**

1. **The Sponsoring Agency** is a Law Enforcement agency located at: 1309 Canal Blvd, Thibodaux, LA 70301. **Lafourche Parish Regional Training Academy**, also known as **L.P.R.T.A.**, is physically located at 1300 Lynn St., Thibodaux, Louisiana and is operated under the authority of the Louisiana State P.O.S.T. Council and the Lafourche Parish Sheriff's Office.
2. **Thibodaux Police Department** agrees to sponsor peace officers duly hired by said office to **L.P.R.T.A.** for the purpose of training and instruction in a basic law enforcement curriculum duly approved by the Louisiana State POST Council.
3. **Thibodaux Police Department** agrees to complete **L.P.R.T.A.** online registration and provide a recent physical for each cadet prior to the first day of the Academy. Copies of all necessary forms are on the Lafourche Parish Sheriff's Office website.
4. **Thibodaux Police Department** agrees to supply **L.P.R.T.A.** with POST Form PC-201: Certification Status Request verification letter from POST prior to the Academy. The Sponsoring Agency agrees to also file with POST the Employment / Status Change Report for each cadet when the form is applicable.
6. **Thibodaux Police Department** agrees to pay to **L.P.R.T.A.** the fee stated in the attached fee schedule for each cadet is sponsors at the agreed upon level of training. If, for whatever reason, a cadet fails to complete the course of instruction, the **Sponsoring Agency** is still responsible for the training fee. Any arrangement for "set offs" or reimbursement for fees paid must be fully stated in writing, signed by both parties and attached to this agreement, as a supplement thereto.
7. **Thibodaux Police Department** agrees to assist **L.P.R.T.A.** in recovering any issued equipment that the cadet fails to return when ending attendance at **L.P.R.T.A.**, and also agrees that if the required recovery fails or if the equipment is damaged **The Sponsoring Agency** agrees to replace the item at

replacement cost. Items requiring recovery can include text book, uniforms and any equipment loaned to the cadet for training.

8. A background check will be conducted as required by *Louisiana Revised Statute 40:2405.4* on each sponsored cadet within 90 days of the beginning of the Academy.
7. **Thibodaux Police Department** agrees no applicant shall be accepted into the Academy who has any criminal charges pending against him or her. No convicted felon will be accepted into the Academy. No person convicted of a crime involving domestic violence will be allowed into the Academy. Officers currently under internal investigation for misconduct will not be accepted into the Academy.
8. By this agreement, **L.P.R.T.A.** agrees to provide P.O.S.T. accredited instruction to peace officers appropriately designated by the sponsoring agency. In so doing, **L.P.R.T.A.** agrees to maintain records of instruction and related academy activity pertaining to each and every cadet it trains for a period of five years.
9. **L.P.R.T.A.** agrees and accepts responsibility for providing appropriately trained and certified instructors for the courses taught. Rules and Regulations of the Academy along with other appropriate information relating to the relationship between **L.P.R.T.A.** and the Cadet, is contained in the "Cadet Handbook," a copy of which is attached hereto and made part of this Memorandum of Understanding.
10. All outside, client agencies are responsible for any fees, injuries, or unforeseen circumstances incurred while their Cadet is participating in the Academy Training. At no time will the Cadet be deemed an employee of the Lafourche Parish Sheriff's Office; all Workers' Compensation benefits and/or health coverages will be borne solely by the Cadet's Sponsoring Agency.
11. The terms and conditions of this agreement are to become active upon signing by both parties, and are to remain active and operable indefinitely, or upon filing of official notification of termination by either of the parties.

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Craig Webre, Lafourche Parish Sheriff

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Date

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Client Agency CEO

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Date

**LPRTA FEE SCHEDULE**  
1-2019

LEVEL 1 POST ACADEMY LPSO supplies ammunition for firearms training	\$1,200.00
LEVEL 1 POST ACADEMY Cadet/Cadet's Agency supplies ammunition	\$1,000.00
TRANSITION POST ACADEMY (LEVEL 3 to LEVEL 2, or LEVEL 2 to LEVEL 1)	\$ 400.00
LEVEL 3 POST ACADEMY	\$ 250.00
REFRESHER (LEVEL 1)	\$ 250.00
HOUSING For the duration of the academy	\$ 600.00
PRE-ACADEMY FIREARMS (8 hour)	\$ 50.00