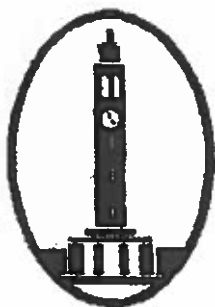


Guidelines for Operating the Perkins Laboratory Fund in the College of Engineering

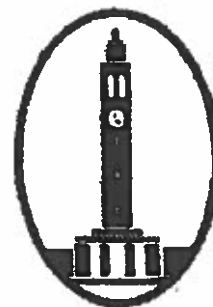
College of Engineering
Louisiana State University

September 11, 2002

The Dean of the College of Engineering, or his designee, will be responsible for the disbursement and expenditure of funds derived from this account. Expenditures will be limited to equipment and services for the establishment, improvement, and/or maintenance of laboratory facilities in the various engineering departments. Laboratories are to include computer facilities for student usage as well.

**LSU FOUNDATION**

Fax Cover Sheet



September 11, 2002

To: Tammy Vieira Abshire
College of Engineering

Fax Number: 8-4845
Phone Number: 8-5706

From: James Harris
LSU Foundation

Fax Number: 8-0530
Phone Number: 8-3842

Number of Pages (including cover): 5

The following is the paperwork for the Perkins Laboratory Fund. In addition to the dean's signature on each, please also fill in the appropriate administrator name and number for each form. Also a general description of the types of anticipated expenditures will be * most helpful.

Thanks for your help. If you have any questions, please contact me by phone on 8-3842 or by email at jharris@lsufoundation.org. Have a great day.

PS. 88492 only needed if need associated University "6" acct.
JH

college-wide
purchase upgrade
support
lab activity,
improvement
maintenance



Campus Correspondence

From: Pius J. Egbelu, Dean
College of Engineering

PJE

Date: January 25, 2001

To: Russell Greer
LSU Foundation

Thank you for advising us that the College of Engineering is beneficiary of \$6,371.86 from the will of Paul Perkins to be used for scholarships or facilities.

It is my preference that a non-endowed account be set up for laboratories called the Perkins Laboratory Fund.



Campus Correspondence

To: James Harris

Date: 1-31-01

From: Russell Greer ²⁶

Re: Paul Perkins Estate

The LSU Foundation recently sold some real estate which it received from the above captioned estate.

According to the provisions of Mr. Perkins' will, a copy of which is attached, the sale proceeds are to be divided 50% to the School of Veterinary Medicine, 25% to the College of Engineering, and 25% to the College of Business Administration.

The College of Engineering has decided to use its portion of the sale proceeds (\$6,371.86) to establish a new non-endowed account to laboratories (facilities) at the college. Please find attached a copy of a memorandum from the dean of the College of Engineering concerning this new account and the use of the Paul Perkins funds.

We need to establish a new non-endowed account. I have sent the dean a new account sheet.

Sylvia has the Paul Perkins check from the real estate sale.

What additional information do you need to establish this new account?