



The ACT® Certified Work Ready Communities Academy is a twelve month executive training program that will lead state leadership teams through successful start-up and deployment of a statewide Certified Work Ready Community initiative. The Academy consists of four three-day on-site meetings with monthly conference calls in between.

ACT believes that the travel and lodging costs associated with the on-site meetings are consideration for a bargained for exchange between the Academy members and ACT under the terms set forth in the executed Memorandum of Understanding. However, ACT always wants to ensure that by offering these items it does not violate the letter or spirit of your applicable gifts and ethics rules. The agreement between ACT and the Academy members calls for ACT to cover the following Academy-related costs for the individuals selected by the states:

- Travel
- Lodging
- Meals and refreshments

Please have your ethics officer (or designated executive/office responsible for your organization's gifts/ethics policy) or responsible attorney review this information and sign in the space provided and return a scanned copy to Debra Lyons at [debra.lyons@act.org](mailto:debra.lyons@act.org).

Counsel or Ethics Officer Approval

Attendee Names: Christian L. Saura

Approver Name: Tim Pearson

Title: Chief of Staff

Date: 5/14/12

Organization Name: State of South Carolina / Governor's Office

I accept and approve of this offer from ACT to provide the above-outlined items in accordance with the executed MOU.

Signature of ethics officer or agency counsel: \_\_\_\_\_