

### NEIGHBORHOOD DEVELOPMENT FUND Not-for-Profit Transmittal and Approval Form

**Applicant/Program:** Human Trafficking Conference: Local to Global  
**Applicant Requested Amount:** \$19,718.94 #  
**Appropriation Request Amount:** ~~\$10,950~~ 11,450

**Executive Summary of Request**  
Appropriate \$10,950 for Human Trafficking Conference to be held at U of L

Is this program/project a fundraiser?  Yes  No  
Is this applicant a faith based organization?  Yes  No  
Does this application include funding for sub-grantee(s)?  Yes  No

I have reviewed the attached Neighborhood Development Fund Application and have found it complete and within Metro Council guidelines and request approval of funding in the following amount(s). I have read the organization's statement of public purpose to be furthered by the funds requested and I agree that the public purpose is legitimate. I have also completed the disclosure section below, if required.

3 District #      CK Mary C. Koobridge Primary Sponsor Signature      \$2,000 Amount      11-1-16 Date

**Primary Sponsor Disclosure**  
List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.  
Not Applicable

**Approved by:**  
\_\_\_\_\_  
Appropriations Committee Chairman      Date  
Final Appropriations Amount: \_\_\_\_\_

Applicant/Program:

### Additional Disclosure and Signatures

#### Additional Council Office Disclosure

List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.

#### Council Member Signature and Amount

District 1	<u>Justica [Signature]</u>	\$ <u>2,000.00</u>
District 2	<u>Barbara [Signature]</u>	\$ <u>1,000.00</u>
District 3	_____	\$ _____
District 4	_____	\$ _____
District 5	<u>Cheri B. Hamilton</u>	\$ <u>500.00</u>
District 6	<u>Tom [Signature]</u>	\$ <u>700.00</u>
District 7	_____	\$ _____
District 8	_____	\$ _____
District 9	<u>Bill Holloden</u>	\$ <u>500.00</u>
District 10	<u>Sam P. Marshall</u>	\$ <u>250.00</u>
District 11	_____	\$ _____
District 12	_____	\$ _____
District 13	<u>Vicki Aubrey Welch</u>	\$ <u>250.00</u> None for travel
District 14	_____	\$ _____
District 15	<u>Mariani [Signature]</u>	\$ <u>250 -</u>
	<u>* none for travel</u>	

Applicant/Program:

### Additional Disclosure and Signatures

#### Additional Council Office Disclosure

List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.

District 16 \_\_\_\_\_ \$ \_\_\_\_\_

District 17 \_\_\_\_\_ \$ \_\_\_\_\_

District 18 \_\_\_\_\_ \$ \_\_\_\_\_

District 19 \_\_\_\_\_ \$ \_\_\_\_\_

District 20 Stuart Benson \$ 2000<sup>06</sup>

District 21 [Signature] \$ 2,000

District 22 \_\_\_\_\_ \$ \_\_\_\_\_

District 23 \_\_\_\_\_ \$ \_\_\_\_\_

District 24 \_\_\_\_\_ \$ \_\_\_\_\_

District 25 \_\_\_\_\_ \$ \_\_\_\_\_

District 26 \_\_\_\_\_ \$ \_\_\_\_\_

**LOUISVILLE METRO COUNCIL  
NEIGHBORHOOD DEVELOPMENT FUND APPLICATION**

**Legal Name of Applicant Organization** United Nations of United States America Division

**Program Name and Request Amount** Human Trafficking Conference: Local to Global

	Yes/No/NA
Is the NDF Transmittal Sheet Signed by all Council Member(s) Appropriating Funding?	<input type="checkbox"/> Yes
Is the funding proposed by Council Member(s) less than or equal to the request amount?	<input type="checkbox"/> Yes
Is the proposed public purpose of the program viable and well-documented?	<input type="checkbox"/> Yes
Will all of the funding go to programs specific to Louisville/Jefferson County?	<input type="checkbox"/> Yes
Has Council or Staff relationship to the Agency been adequately disclosed on the cover sheet?	<input type="checkbox"/> Yes
Has prior Metro Funds committed/granted been disclosed?	<input type="checkbox"/> Yes
Is the application properly signed and dated by authorized signatory?	<input type="checkbox"/> Yes
Is proof of Tax Exempt status of 501(c) 3, 4, 6, 19, 1120-H included?	<input type="checkbox"/> Yes
If Metro funding is for a separate taxing district is the funding appropriated for a program outside the legal responsibility of that taxing district?	<input type="checkbox"/> N/A
Is the entity in good standing with: <ul style="list-style-type: none"> <li>▶ Kentucky Secretary of State?</li> <li>▶ Louisville Metro Revenue Commission?</li> <li>▶ Louisville Metro Government?</li> <li>▶ Internal Revenue Service?</li> <li>▶ Louisville Metro Human Relations Commission?</li> </ul>	<input type="checkbox"/> Yes
Is the current Fiscal Year Budget included?	<input type="checkbox"/> Yes
Is the entity's board member list (with term length/term limits) included?	<input type="checkbox"/> Yes
Is recommended funding less than 33% of total agency operating budget?	<input type="checkbox"/> Yes
Does the application budget reflect only the revenue and expenses of the project/program?	<input type="checkbox"/> Yes
Is the cost estimate(s) from proposed vendor (if request is for capital expense) included?	<input type="checkbox"/> N/A
Is the most recent annual audit (if required by organization) included?	<input type="checkbox"/> Yes
Is a copy of Signed Lease (if rent costs are requested) included?	<input type="checkbox"/> N/A
Is the Supplemental Questionnaire for churches/religious organizations (if requesting organization is faith-based) included?	<input type="checkbox"/> N/A
Are the Articles of Incorporation of the Agency included?	<input type="checkbox"/> Yes
Is the IRS Form W-9 included?	<input type="checkbox"/> N/A
Is the IRS Form 990 included?	<input type="checkbox"/> N/A
Are the evaluation forms (if program participants are given evaluation forms) included?	<input type="checkbox"/> N/A
Affirmative Action/Equal Employment Opportunity plan and/or policy statement included (if required to do so)?	<input type="checkbox"/> N/A
Has the Agency agreed to participate in the BBB Charity review program? If so, has the applicant met the BBB Charity Review Standards?	<input type="checkbox"/> Yes

Prepared by:

Date:



## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 1 – APPLICANT INFORMATION			
<b>Legal Name of Applicant Organization:</b>		United Nations Association of the United States of America KY Division <i>(as listed on: <a href="http://www.sos.ky.gov/business/records">http://www.sos.ky.gov/business/records</a>)</i>	
<b>Main Office Street &amp; Mailing Address:</b> 6505 Echo Trail, Louisville, KY 40299-5103			
<b>Website:</b> www.unausa.org			
<b>Applicant Contact:</b>	Teena Halbig	<b>Title:</b>	President
<b>Phone:</b>	502 267-6883	<b>Email:</b>	TeenaHal@aol.com
<b>Financial Contact:</b>	Christine Richards	<b>Title:</b>	Treasurer
<b>Phone:</b>	502 695-4865	<b>Email:</b>	oma1224@gmail.com
<b>Organization's Representative who attended NDF Training:</b> Teena Halbig			
GEOGRAPHICAL AREA(S) WHERE PROGRAM ACTIVITIES ARE (WILL BE) PROVIDED			
<b>Program Facility Location(s):</b>		U of L University/Alumni Club Ballroom, 200 E. Brandeis, Lou, KY 40208	
<b>Council District(s):</b> 3	19,718.94	<b>Zip Code(s):</b>	40208
SECTION 2 – PROGRAM REQUEST & FINANCIAL INFORMATION			
<b>PROGRAM/PROJECT NAME:</b> Human Trafficking Conference: Local to Global			
<b>Total Request: (\$)</b>		<b>Total Metro Award (this program) in previous year: (\$)</b> 0	
<b>Purpose of Request (check all that apply):</b>			
<input type="checkbox"/> Operating Funds (generally cannot exceed 33% of agency's total operating budget) <input checked="" type="checkbox"/> Programming/services/events for direct benefit to community or qualified individuals <input type="checkbox"/> Capital Project of the organization (equipment, furnishing, building, etc)			
<b>The Following are Required Attachments:</b>			
IRS Exempt Status Determination Letter Current year projected budget Current financial statement Most recent IRS Form 990 or 1120-H Articles of Incorporation (current & signed) Cost estimates from proposed vendor if request is for capital expense		Signed lease if rent costs are being requested IRS Form W9 Evaluation forms if used in the proposed program Annual audit (if required by organization) Faith Based Organization Certification Form, if applicable	
<b>For the current fiscal year ending June 30, list all funds appropriated and/or received from Louisville Metro Government for this or any other program or expense, including funds received through Metro Federal Grants, from any department or Metro Council Appropriation (Neighborhood Development Funds). Attach additional sheet if necessary.</b>			
<b>Source:</b>	0	<b>Amount: (\$)</b>	0
<b>Source:</b>		<b>Amount: (\$)</b>	
<b>Source:</b>		<b>Amount: (\$)</b>	
Has the applicant contacted the BBB Charity Review for participation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Has the applicant met the BBB Charity Review Standards? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>N/A</i>			

## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

### SECTION 3 – AGENCY DETAILS

#### Describe Agency's Vision, Mission and Services:

Our Vision - a world in which humanity is spared the scourge of war, human rights are honored, the natural environment is protected, and the United States is a constructive member of the United Nations for the well-being of all humankind.

Our Mission - The United Nations Association of the United States of America Kentucky Division (UNA-USA, KY Division) is a membership organization dedicated to inform, inspire and mobilize the American people to support the ideals and vital work of the United Nations. UNA-USA is a program of the United Nations Foundation. As part of the United Nations Foundation, UNA-USA fosters awareness of the UN through various national initiatives and programs. UNA-USA and its sister organization, the Better World Campaign, represent the single largest network of advocates and supporters of the United Nations in the world. Learn more about UNA-USA's programs and initiatives at [www.unausa.org](http://www.unausa.org).

Our Services: United Nations Association of the United States of America is a center for innovative programs engaging Americans in issues of global concern (which, at times, are local concerns, too). We work to accomplish our mission by youth engagement, advocacy efforts, education programs, and public events.

UNA-USA KY Division created UNA at U of L the end of 2015 for additional youth engagement. We continue to do advocacy, education and awareness of global issues which at times are also local issues. We hold numerous meetings during the year. The state KY Division mentors and helps Chapters in our Commonwealth: UNA-USA Louisville Chapter, UNA-USA BlueGrass/Lexington, UNA-USA Frankfort Chapter and UNA at U of L. We help in the establishment of additional chapters in KY.

We partner with other NGOs like Alpha Kappa Alpha Eta Omega to teach classes about the UN, UNA-USA, Globalization. And teachers are given Model UN information.

The First Model UN at U of L will be held Nov. 3-5. It is open to students from other colleges, too. We are working with UNA-USA Louisville Chapter VP Dr. Tricia Gray. We sought a speaker on Refugees from national UNA-USA and we will be able to utilize this speaker THREE times! First to present a Power Point to Delegates and Professors, then the next day to board members, students and the public. We believe a student class will also receive the presentation before our speaker returns to Washington, D.C. This will be our UN Day Program.

We present annual awards (Akers Humanitarian Award) and Chenault/Delambre YOUTH Award when deserving individuals (living or deceased) are nominated. These presentations occur in April at our Annual Meeting.



## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

### SECTION 4 - BOARD OF DIRECTORS AND PAID STAFF

Board Member	Term End Date
Teena Halbig, President	January 2018
Jeanette Westbrook, VP	January 2019
Bill Miller, Secretary	January 2018
Christine Richards, Treasurer	January 2019
Jocelyn T. Bell, BOD, Young Professional	January 2018
Richard Beliles, BOD	January 2019
Carolyn Diener, BOD	January 2019
Isabell Isenhardt, BOD	January 2018
Barry K. Holder, BOD	January 2019
Donna Pollard, BOD	January 2018
Kay Sargent, BOD	January 2019
Ambassador Shabazz, BOD	January 2018

**Describe the Board term limit policy:**

Staggered terms. Terms are for 2 years. If no qualified person for the position, the person currently holding office could remain in that position if the board votes to do that.

Three Highest Paid Staff Names	Annual Salary
Everyone on the board is a volunteer; no paid staff	0

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 5 – PROGRAM/PROJECT NARRATIVE

**A: Describe the program/project start and end dates, a description of the program/project and applicable data with regards to specific client population the program will address (attach related flyers, planning minutes, designs, event permits, proposals for services/goods, etc.):**

UN Human Rights Day Program: HUMAN TRAFFICKING CONFERENCE: LOCAL TO GLOBAL  
Begins December 6, 2016 (Tuesday), 8:00 A.M. to 5:00 P.M.  
Begins December 7, 2016 (Wednesday), 8:00 A.M. to 5:00 P.M.

Description of the Program/Project: Attachments of Flyer; Program Outline; Planning Minutes; Designs; Proposals for services/goods

Client Population: General Public, schools (1st grade to high school), colleges, Professors, teachers, students, principals; appointed officials and/or staff of local, state and federal agencies such as Mayors, Legislators, Metro Council); Medical personnel (such as junior and senior medical students, pharmacists and pharmacy students and interns, doctors, dentists, Medical Technologists, Phlebotomists, hospital administration; Professionals in Psychology, Sociology, Social Workers, Nurses; Law Enforcement personnel (police, FBI, Child Protective, Sheriff), Lawyers, Prosecutors, Judges; Business Groups, NGOs, Community Leaders, government agencies plus their board members and commissioners(Health Department, Housing, First Responders (Fire, EMS, Homeland Security), Daycare, Hotel Managers

CEU Credit: We will be checking with Louisville Bar Association Kent School of Social Work School of Nursing 

**B: Describe specifically how the funding will be spent including identification of funding to sub grantee(s):**

University of Louisville Catering for the two days; invoices for Dec. 6 and Dec. 7 attached

*FUSION* Photography; invoice attached

Bumper stickers with : Human Trafficking Hotline # (attached)  
1-888-3737-888

Pens to have: Human Trafficking Hotline # (attached)  
1-888-3737-888

Nail Files with: Human Trafficking Hotline # (attached)  
1-888-3737-888

No Subgrantee



## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

**C: If this request is a fundraiser, please detail how the proceeds will be spent:**



**D: For Expenditure Reimbursement Only** – The grant award period begins with the Metro Council approval date and ends on June 30 of Metro fiscal year in which the grant is approved. If any part of this funding request is for funds to be spent before the grant award period, identify the applicable circumstances:

- The funding request is a reimbursement of the following expenditures that will probably be incurred after the application date, but prior to the execution of the grant agreement:

✓ If selecting this option, the invoice, receipt and payment documentation should not be available as of the date of this application.

The Grantee will be required to submit financial reporting in accordance with the reporting schedule provided in the grant agreement.



- Reimbursements should not be made before application date unless an emergency can be demonstrated by the primary council sponsor. The funding request is a reimbursement of the following expenditures (attach invoices or proof of payment):

✓ Attach a copy of invoices and/or receipts to provide proof of purchase of activities associated with the work plan identified in this application.

✓ Attach a copy of cancelled checks to provide proof of payment of the invoices or receipts associated with the work plan identified in this application.




## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

**E: Describe the program's benefits to those being served (measurable outcomes). Include the program's process for collecting data and the indicators that will be tracked to measure the benefits to those being served:**

- Measurable outcomes: Number of attendees day on 1 and on day 2, Number of Volunteers, Number of speakers, Number of evaluations filled out and information in written comments, number of bumper stickers taken, number of nail files taken, number of pens taken (national human trafficking hotline # 1-888-3737-888. Number who want CEUs.
- Attendees keeping the hotline number available in workplace settings and passing the number on to more friends, family, co-workers, employers.
- Questionnaire/Evaluation will be distributed each day with space for additional comments
- Photos taken can help spread information by websites, facebook, YouTube, future meetings.
- Number texting, doing twitter and facebook on day 1 and on day 2
- Dissemination of educational information plus brochures with facts/data/information provided by presenters.
- Ability of attendees to identify and recognize signs of Human Trafficking and Exploitation.
- Identification by attendees of appropriate resources to direct victims to.
- Better understanding of new and emerging strategies to deal with demand for purchasing children, youths and adults.
- Advocacy for appropriate measures to combat Human Trafficking and Exploitation.
- Informed with the latest data as well as historical data to educate more of the general public.
- Knowledge of this currently \$150 Billion per year criminal industry that is second only to Drugs; however, drugs and human trafficking & exploitation are intertwined.
- Concern to protect children from early age and deliver the message to parents, educators/schools, daycares, friends and family.
- Learn that it is the law to report "suspicions" to 1-888-3737-888 and that there are not repercussions should illegal activity not be taking place.
- Learn of the new national texting: "BeFree" = 233733.
- Getting new information to professions to aid identification and get help- whether in labor or sex trafficking.

**F: Briefly describe any existing collaborative relationships the organization has with other community organizations. Describe what those partners are bringing to the relationship in general and to this program/project specifically.**

Co-Sponsors: American Association of University Women Louisville Branch; Coalition of Labor Union Women (CLUW), Derby City Chapter; Kentucky Foundation for Women, Louisville Office for Women; Center for Women and Families; UNA-USA BlueGrass/Lexington Chapter; UNA-USA Louisville Chapter; UNA-USA Frankfort Chapter; UNA at U of L Campus Chapter.

UNA-USA KY has had years of collaboration and good working relationship with the above organizations (note: Center for Women & Families is a new Co-Sponsor). The Co-Sponsors will help disseminate information by emails, facebook, newsletters, websites and word of mouth. Co-Sponsors engage their memberships that include professionals who might be able to get CEUs to have them attend. Additional volunteers from these NGOs is a big help. Inkind printing helps, too. Information can be taken back to their national organizations and government sponsors can potentially give information at committee meetings, board meetings and to staff. The awareness should allow more detection of victims and be able to direct victims to get help that is available in the area. Also non governmental organizations provide funds to help with items not in this grant application - such as travel and lodging for speakers. It is important to note that community members were the highest percent who reported to the National Human Trafficking Hotline number (nearly 30% of calls came from Community Members in this 2015 year study of 22,000 calls. It was shocking that only 0.8% of calls were from educators/school personnel. These folks observe and talk with children, youths and college students many hours per day. This study shows a lack of reporting from this sector. We plan to increase awareness at educational institutions so the future reports to the National Human Trafficking Resource Center will show an increase in calls and increase in percent of calls from educators/schools, NGO representatives and the public. 

## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

### SECTION 6 – PROGRAM/PROJECT BUDGET SUMMARY

THE PROGRAM/PROJECT BUDGET SHOULD REALISTICALLY ESTIMATE WHAT AMOUNT IS NEEDED FROM METRO GOVERNMENT AND WHAT IS EXPECTED FROM OTHER SOURCES.

Program/Project Expenses	Column 1	Column 2	Column (1+2)=3
	Proposed Metro Funds	Non- Metro Funds	Total Funds
A: Personnel Costs Including Benefits			
B: Rent/Utilities			
C: Office Supplies	200	200	400
D: Telephone			
E: In-town Travel			
F: Client Assistance (See Detailed List on Page 8)			
G: Professional Service Contracts	2600.00		2600
H: Program Materials	946.94		946.94
I: <u>Community Events &amp; Festivals</u> (See Detailed List on Page 8)	15972.00		15972.00
J: Machinery & Equipment			
K: Capital Project			
L: Other Expenses (See Detailed List on Page 8)	3967.58		
<b>*TOTAL PROGRAM/PROJECT FUNDS</b>	19718.94	200	19918.94
<b>% of Program Budget</b>	%	%	100%

List funding sources for total program/project costs in Column 2, Non-Metro Funds:

Other State, Federal or Local Government	
United Way	
Private Contributions (do not include individual donor names)	1300.00
Fees Collected from Program Participants	15,000
Other (please specify)	
<b>Total Revenue for Columns 2 Expenses **</b>	

\*Total of Column 1 MUST match "Total Request on Page 1, Section 2"

\*\*Must equal or exceed total in column 2.

**LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION**

Detail for Client Assistance, Community Events & Festivals or Other Expenses shown on Page 7 (circle one and use multiple sheets if necessary)	Column 1	Column 2	Column (1 + 2)=3
	Proposed Metro Funds	Non-Metro Funds	Total Funds
F Client Assistance			
I Community Events			
New Image Graphics (Banner) <input checked="" type="checkbox"/>	75		75
New Image Graphics (Bumper Stickers) <input checked="" type="checkbox"/>	345		345
Your Logo Works Emery Boards/Nail files <input checked="" type="checkbox"/>	303		303
National Pen Company (pens)	223.94		223.94
L. Other Expenses			
Air fares: Chicago 215.00; Ireland \$828.58, France \$1250		2,317.58	2,317.58
Lodging		1,250	1,250.00
Dinners for guests		180	180.00
Mileage from Dayton, Ohio 159 mi x .38/mi = \$60 x 2 =		120	120.00
Facebook Promotion in Lou area <input checked="" type="checkbox"/>		100	100.00
<b>Total</b>	946.94	3967.58	4914.52



## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

**Detail of In-Kind Contributions for this PROGRAM only:** Includes Volunteers, Space, Utilities, etc. (Include anything not bought with cash revenues of the agency).

Donor*/Type of Contribution	Value of Contribution	Method of Valuation
Room rent for U of L Alumni Club Ballroom	\$4000.00	U of L Catering, Kathy Logsdon
Volunteers 10 hrs/wk x 20=200 x \$17.50	\$3500/week	# vol x 10hrs/wk-200x\$17.50
partners/co-sponsors	900.00	added contributions received
<i>Total Value of In-Kind</i> (to match Program Budget Line Item. Volunteer Contribution & Other In Kind)		

\* DONOR INFORMATION REFERS TO WHO MADE THE IN KIND CONTRIBUTION. VOLUNTEERS NEED NOT BE LISTED INDIVIDUALLY, BUT GROUPED TOGETHER ON ONE LINE AS A TOTAL NOTING HOW MANY HOURS PER PERSON PER WEEK

**Agency Fiscal Year Start Date:** January 1, 2016

**Does your Agency anticipate a significant increase or decrease in your budget from the current fiscal year to the budget projected for next fiscal year?** NO  YES

**If YES, please explain:**

This is an increase in 2016 to hold this additional large conference - so if no large meeting next year, there will be a decrease.

## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

### SECTION 7 – CERTIFICATIONS & ASSURANCES

By signing Section 7 of the Grant Application, the authorized official signing for the applicant organization certifies and assures to the best of his or her knowledge and/or belief the following Assurances and Certifications. If there is any reason why one or more of the assurances or certifications listed cannot be certified or assured, please explain in writing and attach to this application.

#### Standard Assurances

1. Applicant understands this application and its attachments as well as any resulting grant agreement, reports and proof of expenditure is subject to Kentucky's open records law.
2. Applicant understands if the grant agreement is not returned to Louisville Metro within 90 days of its mailing to the applicant, the approval is automatically revoked and the funds will not be disbursed to our organization.
3. Applicant and any sub grantee will give Louisville Metro Government access to and the right to examine all paper or electronic records related to the awarded grant for up to five years of the grant agreement date.
4. Applicant assures compliance with the grant requirements and will monitor the performance of any third party (sub-grantee).
5. The Agency is in good standing with the Kentucky Secretary of State, Louisville Metro Government, the Jefferson County Revenue Commission, the Internal Revenue Service, and the Louisville Metro Human Relations Commission.
6. Applicant understands failure to provide the services, programs, or projects included in the agreement will result in funds being withheld or requested to be returned if previously disbursed.
7. Applicant understands they must return to Louisville Metro any unexpended funds by July 31 following the Metro Louisville's fiscal year end.
8. Applicant understands they must provide proof of all expenditures (canceled checks, receipts, paid invoices). The Applicant understands the failure to provide proof of expenditures as required in the grant agreement could result in funding being withheld or request to be returned if previously disbursed.
9. Applicant understands if this application is approved, the grant agreement will identify an award period that begins with the Metro Council approval date, and will end with June 30 of the fiscal year in which the grant is approved. Expenditures associated with this award expected to occur prior to the award period (approval date) must be disclosed in this application in order to be considered compliant with the grant agreement.
10. Applicant understands if we choose to incur expenditures prior to the approval of the application by the Metro Council, there is no guarantee that funding will be reimbursed, as the Council may choose not to award the application.
11. Applicant will establish safeguards to prohibit employees or any person that receives compensation from awarded funds from using their position for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

#### Standard Certifications

1. The Agency certifies it will not use Louisville Metro Government funds for any religious, political or fraternal Activities.
2. The Agency has a written Affirmative Action/Equal Opportunity Policy.
3. The Agency does not discriminate in employment or in provision of any service/program/activity/event based on age, color, disabled status, national origin, race, religion, sex, gender identity or sexual orientation, or Vietnam era veteran status.
4. The Agency certifies it will not require clients, recipients, or beneficiaries to participate in religious, political, fraternal or like activities in order to receive services/benefits provided with Louisville Metro Government funds.
5. The Agency understands the Americans with Disabilities Act (ADA) and makes reasonable accommodations.

**Relationship Disclosure:** List below any relationship you or any member of your Board of Directors or employees has with any Councilperson, Councilperson's family, Councilperson's staff or any Louisville Metro Government employee.

### SECTION 8 – CERTIFICATIONS & ASSURANCES

I certify under the penalty of law the information in this application (including, without limitation, "Certifications and Assurances") is accurate to the best of my knowledge. I am aware my organization will not be eligible for funding if investigation at any time shows falsification. If falsification is shown after funding has been approved, any allocations already received and expended are subject to be repaid. I further certify that I am legally authorized to sign this application for the applying organization and have initialed each page of the application.

<b>Signature of Legal Signatory:</b>	<i>Teena Halbig</i>	<b>Date:</b>	10-10-16
<b>Legal Signatory: (please print):</b>	<i>Teena Halbig</i>	<b>Title:</b>	President
<b>Phone:</b>	502 267-6883	<b>Extension:</b>	—
<b>Email:</b>	TeenaHal@aol.com		





UNITED NATIONS ASSOCIATION  
of the United States of America

A PROGRAM OF THE UNITED NATIONS FOUNDATION  
UNA-USA Kentucky Division

**United Nations Human Rights Day Program**  
**HUMAN TRAFFICKING CONFERENCE: Local to Global**

**December 6 & 7, 2016 (Tuesday & Wednesday)**

**Registration is \$55.00 for Both Days (includes lunch)**

Click on this link to register:

<https://www.eventbrite.com/e/human-trafficking-conference-local-to-global-tickets-28446087012?aff=efbevent>

**8:00 – 8:30 A.M.**

**Daily: 8:30 A.M. to 5:00 P.M.**

At

**University of Louisville University Club, Ballroom**  
**200 E. Brandeis Avenue, Louisville, KY 40208**

**FREE PARKING\***

**Co-Sponsors**

**American Association of University Women Louisville Branch**  
**Center for Women and Families**

**Coalition for Labor Union Women (CLUW), Derby City Chapter**  
**Kentucky Foundation for Women**

**Louisville Office for Women**

**Sister Cities of Lexington**

**U of L Women's Center**

**UNA-USA, BlueGrass/Lexington Chapter**

**UNA-USA, Frankfort Chapter**

**UNA-USA, Louisville Chapter**

**UNA at U of L Campus Chapter**

**Presenters (and more TBA)**

**Ambassador Shabazz, At-Large Belize, "Soul Trafficking"**

**Gregorie They from France, Executive Director of CAP International –  
Coalition for the Abolition of Prostitution**

**Rachel Moran from Ireland, author of "Paid For"**

**Marian Hatcher, from Chicago, Project Manager/Human Trafficking  
Coordinator for Greater Chicago Area Law Enforcement/Cooke County Sheriff's  
office**

**Dr. Theresa Hayden, Assistant Professor, U of L Department of Criminal  
Justice**

**Allyson Cox Taylor, Director, Child Abuse & Exploitation Prevention, Office  
of the Kentucky Attorney General**

**Steve Magre, former Louisville Alderman & Councilman; video**

**Dr. Joann Schulte, Director Louisville Health & Wellness**

**Dr. Andrew Talbott, University of Dayton, Ohio**

**Marta Miranda, President/CEO, Center for Families and Women (over)**

**PANEL: Law Enforcement**  
**PANEL: Legislators**  
**WORKSHOP: Johns Workshop**

Info: Teena Halbig, President UNA-USA KY, TeenaHal@aol.com, 502 267-6883

**Human Trafficking is in Article 6 of CEDAW** = Convention on the Elimination of Discrimination Against Women. Article 6 "obliges states parties to **"take all appropriate measures, including legislation, to suppress all forms of trafficking in women and exploitation of prostitution of women."**

Note: March 7, 2016, the 2016 KY General Assembly adopted CEDAW House of Representatives Resolution 6 (HR 6) as **the FIRST state legislation passed in the U.S.**

\*Location - University Club Louisville

<https://www.uclublouisville.org/location/>

1.  
2.

The University Club and Alumni Center is located on the North side of ... traffic light turn left onto UofL campus (sign will say Belknap Campus North Entrance); ...





UNITED NATIONS ASSOCIATION  
of the United States of America  
A PROGRAM OF THE UNITED NATIONS FOUNDATION  
UNA-USA Kentucky Division

**United Nations Human Rights Day**  
**“Human Trafficking Conference: Local to Global”**

**December 6 -7, 2016 (Tuesday & Wednesday)**  
**U of L University/Alumni Club, 200 E. Brandeis**

**Dec. 6, Tuesday**

**8:00 – 8:30 sign in & continental buffet**

**8:30 – 9:00 Invocation by Marian Hatcher, Welcome & Introductions (Sponsors, etc.), Human Rights Day Proclamation: Mayor (Teena requested)**

**9:00 – 10:00 A.M. Dr. Theresa Hayden, U of L Asst. Professor, Department of Criminal Justice (overview of HT & study & students)**

**10:00 A.M. – 11:00 A.M. Allyson Cox Taylor, Director Office of Child Abuse and Exploitation Prevention, Office of the Attorney General**

**11:00 - Noon Vanessa Chauhan, Polaris Sr. Regional Specialist – has KY Statistics and National information**

**Noon – 12:30 P.M. LUNCH**

**12:30 – 1:30 Keynote: Marian Hatcher, Cook County Sheriff’s office is Project Manager/Human Trafficking Coordinator for Greater Chicago Area Law Enforcement.**

**1:30 – 2:00 Chief Conrad or his LMPD substitute per Ms. Whitehouse, LMPD**

**2:00 – 2:30 Brian Wright LMPD CACU/ FBI Craig (not confirmed)**

**2:30 – 2:45 Break (cookies, coffee)**

**2:45 – 3:45 Rachel Moran, Ireland, author, “Paid For”**

**3:45 – 4:45 Johns Workshop- Jeanette Westbrook & Marian Hatcher**

**4:45 - 5:00 Angela Renfro, Kristy Love Foundation**

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Internal Revenue Service  
P.O. Box 2508  
Cincinnati, OH 45201

Department of the Treasury

Date: September 19, 2016

Person to Contact:

K. Gleason #0203083

Toll-Free Telephone Number:

877-829-5500

Employer Identification Number:

Form 990 Required:

Yes

UNITED NATIONS ASSOCIATION OF THE  
UNITED STATES OF AMERICA KENTUCKY DIVISION  
6505 ECHO TRL  
LOUISVILLE KY 40299

Dear Sir or Madam:

This is in response to your request dated August 20, 2016, regarding your tax-exempt status.

We issued you a determination letter in September 2015, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Section 509(a)(2).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit [www.irs.gov](http://www.irs.gov) or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

Sincerely yours,



Jeffrey I. Cooper  
Director, Exempt Organizations  
Rulings and Agreements

UNITED NATIONS KENTUCKY DIVISION

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey I. Cooper". The signature is stylized and cursive.

Jeffrey I. Cooper  
Director, Exempt Organizations  
Rulings and Agreements



# CERTIFICATE OF ASSOCIATION

KRS 273A.025

- I. Name of the association meeting the requirements of KRS 14A.3-010: United Nations Kentucky Division, Ltd. will be corrected to the United Nations Association of the United States of America Kentucky Division, Ltd. and is abbreviated as UNA-USA KY Division, Ltd.
  
- II. The mailing address of the association's initial principal office: Teena Halbig, President, 6505 Echo Trail, Louisville, KY 40299
  
- III. The name and address of the association's registered agent and registered office, both meeting the requirements of KRS 14A.4-010: Teena Halbig, President. 6505 Echo Trail, Louisville, KY 40299.
  
- IV. A statement of the association's purpose: Our association is committed to raising community awareness about issues of global concern through events. We are dedicated to building understanding and support for the ideals and vital work of the United Nations among the American people.

Registered Agent Teena Halbig Date: 8/29/16  
Teena Halbig

President Teena Halbig Date: 8/29/16  
Teena Halbig

# Information copy. Do not send to IRS.

OMB No. 1545-2085

## 2015

Open to Public Inspection

Form **990-N**Department of the Treasury  
Internal Revenue Service

### Electronic Notice (e-Postcard) for Tax-Exempt Organizations not Required To File Form 990 or 990-EZ

**A** For the 2015 calendar year, or tax year beginning 1/1/2015, and ending 12/31/2015.

**B** Check if applicable

Terminated, Out of  
Business

Gross receipts are normally  
\$50,000 or less

**C** Name of organization: UNITED NATIONS KENTUCKY DIVISION  
d/b/a: UNA-USA Kentucky Division

%Teena Halbig  
6505 Echo Trail  
Louisville, KY, US, 40299

**D** Employer  
Identification  
Number

**E** Website:

**F** Name of Principal Officer: Teena Halbig

6505 Echo Trail  
Louisville, KY, US, 40299

**Privacy Act and Paperwork Reduction Act Notice.** We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in Code section 6104.

The time needed to complete and file this form and related schedules will vary depending on individual circumstances. The estimated average times is 15 minutes.

**Note:** This image is provided for your records only. Do NOT mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.

This Form 990-N (e-Postcard) was accepted by the IRS on 1/9/2016.

Subj: **Form 990-N E-filing Receipt - IRS Status: Accepted**  
Date: 1/9/2016 1:30:12 P.M. Eastern Standard Time  
From: [epostcard@urban.org](mailto:epostcard@urban.org)  
To: [teenahal@aol.com](mailto:teenahal@aol.com)  
Organization: UNITED NATIONS KENTUCKY DIVISION  
EIN: [REDACTED]  
Submission Type: Form 990-N  
Year: 2015  
Submission ID: 7800582016009ge62160  
e-File Postmark: 1/9/2016 1:28:11 PM  
Accepted Date: 1/9/2016

The IRS has accepted the e-Postcard described above. Please save this receipt for your records.

Thank you for filing.

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e-Postcard technical support  
Phone: 866-255-0654 (toll free)  
email: [ePostcard@urban.org](mailto:ePostcard@urban.org)

---

UNITED NATIONS KENTUCKY DIVISION  
% Teena Halbig  
6505 Echo Trail  
Louisville, KY 40299

FORM OF UNA-USA AFFILIATION AGREEMENT

THIS AFFILIATION AGREEMENT ("Agreement") is made this \_\_\_\_\_ day of June, 2011 (the "Effective Date") by and between UNA-USA, LLC, a Delaware limited liability company ("UNA-USA"), whose principal office is located at 1800 Massachusetts Ave. NW, Suite 400, Washington, DC, 20036 ("UNA-USA"), and (*Insert Division's full legal name* UNA USA Kentucky Div. s.c.), [a/an incorporated nonprofit corporation/unincorporated nonprofit association] ("Division", as applicable).

WHEREAS, in 2010, UNA-USA acquired certain assets and programs of the United Nations Association of the United States of America, Inc ("UNA") pursuant to that certain letter agreement, dated September 7, 2010, by and between UNA, UNA-USA and Better World Fund, Inc. ("BWF")

WHEREAS, in connection with such acquisition, UNA-USA agreed to affiliate with certain division of UNA pursuant to the terms and conditions set forth herein, including providing reasonable funding for such purposes, for at least five years after the closing of the acquisition (the "UNA-USA Commitment").

WHEREAS, UNA-USA is willing to grant a charter to Division upon the following terms and conditions.

WHEREAS, BWF, the parent organization of UNA-USA, has obtained from the Internal Revenue Service ("IRS") a group tax exemption according to which it is a central organization and certain UNA-USA division from around the United States are Section 501(c)(3) subordinate organizations.

WHEREAS, the IRS requires a central organization to exercise general supervision or control over its affiliated Section 501(c)(3) subordinate organizations covered under its group tax exemption to ensure that each affiliate's operations are, on an ongoing basis, consistent with the central organization's exempt purpose.

WHEREAS, Division wishes to be included, and BWF is willing to accept Division, as a Section 501(c)(3) subordinate member of BWF's group tax exemption.

NOW THEREFORE, in consideration of the mutual promises and agreements contained in this Agreement and intending to be legally bound by the terms of this Agreement, the parties hereby agree as follows:

1. Name of Division. The name of the Division is: UNA-USA Kentucky Div. s.c.
2. Purpose. Since World War II, through champions like Eleanor Roosevelt, Elliot Richardson, and Cyrus Vance, UNA and its chapters and divisions have built American support for the United Nations. In 1999, funded with Ted Turner's historic \$1 billion gift, the United Nations Foundation, Inc. ("UNF") and BWF, its sister organization, began a world-class communication, education and advocacy movement focused on supporting the United Nations and its causes. Following the footsteps of UNA, UNF and BWF, the mission of UNA-USA is to inform, inspire and mobilize Americans to support the principles and vital work of the United Nations and to strengthen the United Nations system. UNA-USA encourages U.S. leadership to work constructively through the United Nations and encourages everyone to achieve the goals of the United Nations Charter. Through its chapters, divisions and



programs, UNA-USA educates the American public about the invaluable work of the United Nations, raises funds and carries out local activities related to the United Nations, and recruits, engages, and retains members around the country.

3. Grant of Charter.

A. Charter. UNA-USA hereby grants to Division a charter to be a division of UNA-USA and authorizes Division, pursuant to the terms and conditions of Annex 1 of this Agreement, to use the name "United Nations Association of the United States of America," the acronym "UNA-USA" and the logo of UNA-USA. Consistent with the UNA-USA Commitment, this Agreement, and the charter granted to Division hereunder, shall continue in full force and effect for a minimum of five (5) years, and thereafter at UNA-USA's election, unless earlier revoked or suspended by UNA-USA, or surrendered by Division, pursuant to the terms of Section 10 hereof.

B. Territory. Division shall represent UNA-USA as UNA-USA's affiliate in (*Insert city, region state or other geographical area*           Kentucky          ), (the "Territory"), pursuant to and in accordance with UNA-USA's mission and purposes as set forth in UNA-USA's governing documents, as may be amended from time to time by UNA-USA.

C. Authorized Activities. UNA-USA specifically authorizes Division, subject to Division's obligations under Sections 5(O) and (P) hereof, to conduct the following activities within the Territory: educational, advocacy, and fundraising programming and other such activities that are consistent with UNA-USA's mission to develop and strengthen the relationship between the U.S. and the UN, and to promote U.S. leadership to enhance international cooperation.

D. Membership. The term "Membership" refers to those individuals who are dues paying members of UNA-USA. Divisions shall only have members that are members in good standing of UNA-USA and who are from regions that are not serviced by UNA-USA chapters. Divisions exist to serve and assist chapters in the Territory as their principal purpose. The categories, levels and terms and conditions of UNA-USA membership shall be established by UNA-USA and shall be set forth in a UNA-USA Chapter Handbook developed by UNA-USA and approved by the Council of Chapters and Regions ("CCR") Steering Committee (the "Handbook").

E. Group Exemption. Provided that Division is an authorized Division of UNA-USA, Division shall be included in BWF's group tax exemption. Division certifies and agrees that, subject to the general supervision of UNA-USA and BWF, Division is and shall remain organized and operated exclusively for charitable and educational purposes under section 501(c)(3) of the Internal Revenue Code, shall comply with all legal requirements imposed upon a subordinate organization included in a group tax exemption, and shall timely provide BWF with any information reasonably requested by BWF to verify the Division's continued eligibility for inclusion in BWF's group tax exemption. The terms of this Section 3(E) shall not apply to Division if, on the Effective Date, Division is correctly recognized as an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code by virtue of a determination letter from the IRS.

4. Obligations of UNA-USA. To the extent applicable to Division, UNA-USA shall assist Division in its operations and activities, based on the needs of Division and other UNA-USA divisions and the financial and other resources of UNA-USA. Currently, UNA-USA shall support Division by:

A. Providing the Handbook and model governing documents (including, but not limited to, Articles of Incorporation, if applicable, Bylaws and Conflict of Interest Policy) in

order to assist Division in operating as a section 501(c)(3) organization, establishing and maintaining the highest degree of proficiency in the Division's organization, leadership, management, and programs;

- B. Listing Division on UNA-USA's website and providing a link to Division's website, if any;
- C. Providing Division with usage guidelines regarding the "Intellectual Property" (as defined in Section 6 below);
- D. Providing Division with templates and other resources, including through the UNA-USA website, which division may choose to use in connection with education, advocacy, and fundraising activities;
- E. Posting and distribution of information about upcoming UNA-USA educational and advocacy opportunities;
- F. Providing Division with access to the "Mailing List" (as defined in Section 6 below) and timely updates to the Mailing List so Division can reach out to new members;
- G. Providing the opportunity for Division events to be posted on a UNA-USA Chapter Calendar of Events;
- H. Providing Division with a recommended speaker/presenter resource list for Division events;
- I. Organizing an annual conference and necessary CCR meetings;
- J. Distributing UNA-USA publications, periodic emails, and fact sheets to all Division members;
- K. To the extent possible, making UNA-USA, BWF and UNF representatives available to speak at pre-determined Division events;
- L. Maintaining liability insurance that covers UNA-USA Division events and generating "Certificates of Insurance" if required in connection with such events;
- M. Distribution of materials to Division members in regard to UNA-USA's annual conference;
- N. Responding to requests by Division members for information on issues related to the UN and Congress;
- O. Providing a system to seek Division and member input concerning U.S.-UN advocacy positions; and
- P. Providing online training to new Division officers and committee chairs.

5. Obligations of Division. Division shall conduct its operations and activities by:

- A. Endeavoring to sponsor and conduct programs, events and activities that further the purposes and mission of UNA-USA and using its best efforts to ensure that such programs, events and activities are of the highest quality with respect to content, materials, logistical preparation, and otherwise;
- B. Complying with the Handbook, including, without limitation, any modification or amendment to the Handbook that may be adopted by UNA-USA and communicated to Division, and the legal requirements imposed upon a public charity under section 501(c)(3) of the Internal Revenue Code;
- C. Consistent with the terms and conditions of the License attached hereto as Annex 1, using, as its sole organization name, the words "United Nations Association of the United States of America", "United Nations Association of the USA" or the acronym "UNA-USA" together with the geographical designation identified as part of Division's name in this Agreement;
- D. Maintaining an organizational structure in accordance with the Handbook;
- E. Maintaining its books of account under the guidelines provided in the Handbook;

- F. Maintaining all records related to its organizational and tax-exempt status and shall forward to UNA-USA copies of its governing documents, including, but not limited to, its Articles of Incorporation (if applicable), Bylaws, tax-exemption determination letter from the Internal Revenue Service (if applicable), as well as any adverse notices or other correspondence received from any governmental agency (e.g., Internal Revenue Service, state Secretary of State or corresponding agency);
- G. Maintaining reasonable records related to all of its programs, activities and operations and timely submit complete and accurate written annual reports and other materials to UNA-USA in accordance with the requirements set forth in the Handbook;
- H. Upon the written request of UNA-USA and at UNA-USA's expense, permitting UNA-USA or UNA-USA's designated agent to review appropriate records of Division pertaining to its programs, activities, operations and compliance with the terms of this Agreement;
- I. Posting and keeping UNA-USA's logo on Division's website in accordance with UNA-USA usage guidelines;
- J. Posting UNA-USA's mission and vision in a prominent position on Division website, if any;
- K. Promotion of the UNA-USA brand;
- L. Providing support with the marketing of locally-held UNA-USA educational programs and events, including, but not limited to, through distribution of event material to its members and non-members, adding event information on its website, distributing materials to other local organizations and businesses and promoting the event at all Division meetings leading up to the event;
- M. Unless otherwise authorized by UNA-USA in writing, limiting Division fundraising to causes directly related to the mission of UNA-USA, which may include fundraising for the UN and UN agencies; provided, however, Division shall inform UNA-USA of all fundraising efforts and activities prior to conducting such efforts and activities in order to avoid overlap with BWF, UNF or UNA-USA fundraising campaigns.
- N. Keeping UNA-USA staff advised of major Division activities and initiatives prior to undertaking such activities and initiatives, and at the request of UNA-USA, coordinating such activities and initiatives with UNA-USA;
- O. Not participating in, or intervening in, any political campaign on behalf of (or in opposition to) any candidate for public office;
- P. As a section 501(c)(3) organization, conducting lobbying activities only to the extent permitted under the Internal Revenue Code; and
- Q. Being a source of expertise and opinion about the UN to local press and media through press releases, op-eds, letters to the editor, and other outlets with a consistent look and feel, with assistance from the national UNA-USA and UN Foundation public affairs staff.

6. Intellectual Property. UNA-USA shall permit Division to use the UNA-USA names and logos as provided in Annex 1.

7. Division Representations and Warranties. As an inducement to UNA-USA to enter into this Agreement, Division hereby represents and warrants to UNA-USA as follows:

A. Organizational Status. Division is incorporated as a nonprofit corporation in good standing or an unincorporated nonprofit association in good standing as defined by the state or other jurisdiction in which the Division has its primary place of business, and that it shall remain in good standing. Division is not a private foundation as described in Section 509(a) of the Internal Revenue

Code.

B. Governing Documents. As a condition of receipt of its charter as a division of UNA-USA, Division has provided to UNA-USA copies of its governing documents, including, but not limited to, its Articles of Incorporation, if any, and Bylaws; provided, however, if Division is a former division UNA, Division shall provide UNA-USA with a copy of its Bylaws within one (1) year of the Effective Date. Division agrees that its governing documents and its stated purposes therein, shall at all times be consistent in all material respects with this Agreement and the mission and purpose of UNA-USA. Division agrees to submit any proposed amendment to its governing documents to UNA-USA for review prior to any adoption thereof in order to ensure such proposed amendment is consistent with this Agreement and the mission and purpose of UNA-USA.

C. Handbook. Division agrees to be bound by the terms and conditions set forth in the Handbook.

D. Compliance with Laws. Division is in full compliance with all applicable laws, rules and regulations that may affect its performance under this Agreement, including but not limited to section 501(c)(3) of the Internal Revenue Code and related Treasury Regulations, and shall remain in full compliance with, and otherwise conduct its activities at all times in accordance with, all such laws, rules and regulations. Division warrants that it will maintain at all times all permits, licenses and other governmental approvals that may be required in the Territory in connection with its performance under this Agreement. Division further warrants that it shall make all required filings, such as annual corporate reports and tax filings, including its IRS Form 990 or Form 990-T, if required, that may affect its corporate or tax status, and pay all applicable taxes, fees or penalties.

8. Relationship of Parties. Neither party, nor any of its members, officers, directors, managers, agents, employees, independent contractors or representatives will (a) be considered an agent, partner, joint venturer, employee, or representative of the other party for any purpose whatsoever, (b) have any authority to make any agreement or commitment for, or to incur any liability or obligation in the other party's name or for or on its behalf, or (c) represent to outside parties that they or any of them has any right to bind the other party. UNA-USA does not have, and will not assert authority or control over any action of Division on legislative issues in a manner that would create affiliation within the meaning of Section 4911(f) of the Internal Revenue Code. Unless expressly agreed to in writing by the parties, neither party is authorized to incur any liability, obligation or expense on behalf of the other or to use the other's monetary credit in conducting any activities under this Agreement.

9. Indemnification. Division shall indemnify, save and hold harmless UNA-USA, its affiliates, related entities, partners, officers, directors, employees, members, agents and representatives, and each of them, from and against any and all claims, actions, suits, demands, losses, damages, judgments, settlements, costs and expenses (including reasonable attorneys' fees and expenses), and liabilities of every kind and character whatsoever, arising out of or related to Division's breach of any representation, warranty, covenant or obligation under this Agreement. UNA-USA shall promptly notify Division upon receipt of any claim or legal action referenced herein. UNA-USA shall have the sole right to conduct the defense to any such claim or legal action. Notwithstanding the foregoing, if Division is an unincorporated nonprofit association, no person shall be liable for Division's obligations under this Section 9 merely because the person is considered a member of Division or is authorized to participate in the management of Division's affairs. The provisions of this Section shall survive any revocation, surrender or other termination of this Agreement.

10. Revocation, Suspension or Surrender of Charter.



A. Revocation or Suspension of Charter. The charter granted by UNA-USA to Division hereunder may be revoked by UNA-USA, suspended by UNA-USA for a stated period or indefinitely or surrendered by Division in accordance with the provisions of this Agreement. UNA-USA shall have the authority to revoke or suspend the charter of Division if UNA-USA determines that the Division has breached any provision of this Agreement. Any decision by UNA-USA to revoke or suspend Division's charter shall be initiated by sending written notice to Division specifying the grounds upon which the revocation is based; provided, however, that UNA-USA shall provide Division with sixty (60) days from the date of such notice to remedy any alleged breach of this Agreement. In the event that UNA-USA determines, in its sole discretion, that Division has not remedied any alleged breach leading to UNA-USA's decision to revoke or suspend Division's charter, UNA-USA shall so notify Division in writing. UNA-USA's decision shall become final unless, within thirty (30) days of its receipt of written notice from UNA-USA, Division delivers to UNA-USA a written notice to appeal such determination. Upon the filing of such an appeal notice, Division shall have the opportunity to present its case, by written communication or in person, to the CCR Steering Committee pursuant to the applicable rules or procedures agreed upon by UNA-USA and the CCR Steering Committee, following which the CCR Steering Committee shall make a non-binding recommendation to the Executive Director of UNA-USA with respect to the potential revocation or suspension of the Division's charter. Following consultation with the President of BWF, the Executive Director shall make a decision with respect to the Division's appeal, and such decision shall be final and not subject to further appeal.

B. Surrender of Charter. Division may surrender its charter by delivering to UNA-USA written notice of its intention to do so no less than thirty (30) days prior to the effective date of such surrender.

C. Effect. If the Charter is revoked, suspended or surrendered, or if this Agreement expires or is terminated for any reason, the license in Section 6 shall be automatically revoked, Division shall be removed from BWF's group tax exemption, and the Division will immediately: (i) discontinue all use of the Intellectual Property; (ii) return to UNA-USA all Intellectual Property in the Division's possession, or destroy such materials at UNA-USA's request; (iii) take all actions directed by UNA-USA to ensure that its temporary or permanent disaffiliation from UNA-USA is adequately communicated to its members and the general public; and (iv) take any other action reasonably requested by UNA-USA or required by the Handbook, and BWF shall notify the Internal Revenue Service of Division's removal from the group tax exemption ruling.

11. Miscellaneous.

A. Entire Agreement. This Agreement (including the documents referred to herein) constitutes the entire agreement among the parties with respect to the subject matter of this Agreement and supersedes any prior understandings, agreements, or representations by or among the parties, written or oral, to the extent they are related in any way to the subject matter hereof.

B. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Delaware without giving effect to any choice or conflict of law, provision or rule of any other jurisdiction that would cause the application of the laws of any jurisdiction other than the State of Delaware.

C. Succession and Assignment. This Agreement shall be binding upon and inure to the benefit of the parties named herein and their respective successors and permitted assigns. Division shall not

assign either this Agreement or any of its rights, interests, or obligations hereunder without the prior written approval of UNA-USA.

D Rights and Remedies. In the event of any breach of this Agreement by any party or default by any party in connection with performing any obligation of such party under this Agreement, the non-defaulting party's rights and remedies contained herein shall be cumulative and shall not be exclusive of any other rights or remedies which the non-defaulting party may have at law or in equity.

E Survival. Any terms of this Agreement which by their nature survive the expiration or earlier termination of this Agreement, shall survive the expiration or earlier termination of this Agreement.

F Notices. All legal notices to a party required or permitted under this Agreement shall be hand delivered or sent by certified mail (return receipt requested), recognized overnight courier service, or another similar form of delivery that provides the sender with written confirmation of receipt. Notices are effective when received, as shown in the written confirmation of receipt, and must be sent to a party at the following address (which the party may change by giving proper notice under this provision):

If to UNA-USA:

UNA-USA, LLC  
1800 Massachusetts Avenue, NW  
Suite 400  
Washington, D.C. 20036  
Attention: Executive Director

If to Division:

UNA-USA - Kentucky Division  
6505 FCHM ROAD  
LEXINGTON, KY  
Attention: JENNA HALBERG

G Waivers. No waiver by any party of any default or breach of warranty or covenant hereunder, whether intentional or not, shall be deemed to extend to any prior or subsequent default or breach of warranty or covenant hereunder or affect in any way any rights arising by virtue of any prior or subsequent such occurrence.

H Severability. Any term or provision of this Agreement that is invalid or unenforceable in any situation in any jurisdiction shall not affect the validity or enforceability of the remaining terms and provisions hereof or the validity or enforceability of the offending term or provision in any other situation or in any other jurisdiction.

I Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the parties and no presumption or burden of proof shall arise favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement. The section headings contained in this Agreement are inserted for convenience only and shall not affect in any way the meaning or interpretation of this Agreement.

J Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together will constitute one and the same instrument.

\* \* \*

IN WITNESS WHEREOF and intending to be legally bound hereby, the parties have hereunto set their hands and seals as of the Effective Date.

UNA-USA:

UNA-USA, LLC

By: 

Name: Richard S. Parnell

Title: Chief Operating Officer

DIVISION:

Kentucky

By: 

Name: Teena Halbig

Title: President



Annex 1  
License to Use Certain UNA-USA Intellectual Property

I. License. In accordance with UNA-USA's non-exclusive grant of a charter to Division in the Territory, Division is hereby granted a limited, revocable, non-exclusive license to use (i) the name "United Nations Association of the United States of America," the name "United Nations Association of the USA," the acronym "UNA-USA", and the logo of UNA-USA, and other UNA-USA trademarks, service marks, trade names, and logos made available by UNA-USA from time to time (collectively, the "Marks"), (ii) UNA-USA's membership mailing, telephone, telecopier, and electronic mail lists with respect to past, current or prospective members of UNA-USA located within the Territory (collectively, the "Mailing List"), and (iii) all copyrighted or proprietary information and materials provided by UNA-USA to Division during the Term of the Division Affiliation Agreement (collectively, the "Proprietary Information") (the Marks, Mailing List, and Proprietary Information are hereinafter collectively referred to as the "Intellectual Property") in or in connection with its name and acronym and for other official Division-related purposes, with the limited authority to use the Intellectual Property solely in connection with the activities authorized under the Affiliation Agreement, subject to the terms and conditions of the Affiliation Agreement and any written guidelines issued by UNA-USA, otherwise incorporated herein, or subsequently provided to Division by UNA-USA. Any terms not defined in this Annex 1 are defined in the Division Affiliation Agreement.

A. The Intellectual Property may be used by Division if and only if such use is made pursuant to the terms and conditions of this limited and revocable license. Subject to the terms of Section 10 of the Affiliation Agreement, Division acknowledges that any failure by Division to comply with the terms and conditions contained herein may result in the immediate suspension or revocation of this license, in whole or in part, by UNA-USA and/or the suspension or revocation of the charter of Division by UNA-USA.

B. The Division agrees that it shall not revise or alter the Marks in any way and not use the Marks in conjunction with any other trademark, service mark or other mark without the prior written approval of UNA-USA in each instance. Notwithstanding the foregoing, if Division is a former division of UNA, Division shall be permitted to use the names, logos and other marks used by the Division immediately prior to the Effective Date (the "Division Marks") until such time that UNA-USA issues written guidelines regarding the Marks, following which Division shall use the Marks in accordance with such guidelines and discontinue any use of the Division Marks.

C. The Intellectual Property is and shall remain at all times the sole and exclusive property of UNA-USA. Except for programs, events and activities authorized under the terms of the Affiliation Agreement, Division shall not permit any third party to use the Intellectual Property without UNA-USA's prior written approval. Division shall not sell or trade the Intellectual Property without UNA-USA's prior written approval. UNA-USA hereby agrees not to use any copyrighted or proprietary information or materials developed by Division without Division's prior consent.

D. Division agrees to maintain the confidentiality of the Mailing List. Neither UNA nor Division shall sell, trade, transmit, or otherwise disseminate the Mailing List, in whole or in part, to any third party without the prior written approval of UNA-USA.

E. Use of the Intellectual Property shall not create any rights for Division in or to the Intellectual Property or its use beyond the terms and conditions of this limited and revocable license. All rights of usage of the Intellectual Property by Division shall terminate immediately upon the revocation, surrender or other termination of this Agreement; provided, however, Division's

obligations to protect the Intellectual Property shall survive the revocation, surrender or other termination of this Agreement.





IN KIND DONATION  
Of  
\$4000.00

for

ROOM RENTAL  
Dec. 6 & 7  
at  
U of L University/Alumni Club

U of L Catering  
Kathy Logsdon

So at \$2000 per day x 2 days = \$4,000.00

---

From: kathy.logsdon@louisville.edu  
To: TeenaHal@aol.com, kathy.logsdon@louisville.edu  
CC: pobunn01@exchange.louisville.edu  
Sent: 10/6/2016 12:41:19 P.M. Eastern Daylight Time  
Subj: RE: Dec. 6 & 7

If the room is not used by a CLUB member (Alumni are eligible to join, but are not automatic members), the room rental fee is \$2,000 per day.

**Go Cards!**

*Kathy Logsdon*

The University Club

200 East Brandeis

Louisville KY 40208

502-852-0160

[Kathy.logsdon@louisville.edu](mailto:kathy.logsdon@louisville.edu)

UNA-USA KY  
2016 PROJECTED BUDGET

Events: 4 below x \$400/event = \$1600.00\*

1. UN Mother Language Day
2. UN Day
3. UN Human Rights Day (usually film in Lexington at KY Theatre with UNA-USA BlueGrass/Lexington Chapter)
4. Annual Meeting

\*Note: costs for stamps, office supplies, printing, miscellaneous (plastic table covers, frames for awards, paper plates, pens) are included. Events are held at U of L so no room rent is paid.

General meetings at St. Paul with UNA-USA Louisville Chapter  
5 per year for \$50 per meeting = \$250.00

Special Printing of 17 Sustainable Development Goals Bookmarks for KUNA = \$300.00

Note: without the bookmarks, it would be TOTAL \$1850

Note: with bookmarks, it is \$2150

Note: The UN Human Rights Program - Human Trafficking Conference: Local to Global was added on this year. Estimated \$35,000.

UNA-USA KY

FINANCIAL STATEMENT  
January 1 to September 30, 2016

---

January 1, 2016:	\$ 1,325.77
Income:     \$2,025.00	
Expenses:  \$1,471.50	
September 30, 2016:	\$ 1,879.27
Savings Account:	\$ 2,062.92

Treasurer, Christine Richards

## Questionnaire/Evaluation

**Human Trafficking Conference: Local to Global (Please Circle Dec. 6 or Dec. 7)**

**BENEFITS OBTAINED FROM THE CONFERENCE:** Please Circle your answer

1. Did the information confirm your ideas? ----Yes No
2. Did you gain new ideas? -----Yes No
3. Can you use the information in your work?---Yes No
4. Did you find some new approaches? -----Yes No
5. What was the most helpful thing you learned in today's conference? (answer on back)

### LEARNING OBJECTIVES

- A. Ability to identify and recognize signs of Human Trafficking and Exploitation.
- B. Identification of appropriate resources to direct victims to.
- C. Better understanding by attendees about new and emerging strategies to deal with demand for purchasing children, youths and adults.
- D. Advocacy for appropriate measures to combat Human Trafficking and Exploitation.
- E. Informed with the latest data as well as historical data to educate more of the general public

**OBJECTIVES:** (Please write additional comments on the backside with a, b, c, d, e)

- a. I have an increased ability to identify and recognize signs of Human Trafficking and Exploitation.
- b. I have a better understanding of appropriate resources where I may refer victims.
- c. I have increased knowledge of new and emerging strategies to deal with the demand for purchasing children, youths and adults.
- d. I learned about the latest data and historical data needed to educate my colleagues and the general public.
- e. I will use what I learned to advocate for appropriate measures to combat Human Trafficking.



# The University Club

200 E Brandeis Ave ~ Louisville KY 40208

Telephone: 502-852-6996 ~ Fax: 502-852-0163

## BANQUET EVENT ORDER #038750

**Event Name:** UNA-USA KY HUMAN TRAFFICKING CONFERENCE  
**Address:** \*Details: Teena Halbig - Payment Day of Event  
 6505 Echo Trail - Lou KY 40299  
 \*Sponsor: Richard Beliles (Approved 9/9/16)

**Member Name:** Richard V Beliles  
**Member No:** B04166  
**Telephone:** (502) 228-1534

**Contact Name:** Isabell Isenhardt 819-5662  
**Salesperson:** Patricia Bunner

**Email:** isabellisenhart@att.net  
**Contact Tel:** TH 267-6883  
**Contact Fax:**  
**Printed:** Oct 6, 2016 12:22 PM

Date	Time	Function	Setup	Exp.	Guar.	Room	Room Rental
Tuesday Dec 06/16	8:00a - 5:00p	MEETING	60" ROUND(S)	150	150	BALLROOM ABC	\$0.00

### Food

Date	Service Time	Service Type	Description	Qty	Charge	Total
Dec 06/16	8:00a	MEETING PACKAGE	BALLROOM ABC			
			ALL-DAY MEETING PACKAGE	150.00	\$44.00	\$6,600.00
			8:00AM - EXECUTIVE CONTINENTAL			
			- Seasonal fresh fruit tray			
			- Assorted breakfast bakeries			
			- Butter, jelly, cream cheese			
			- Low-fat yogurt & granola			
			- OJ, reg-decaf coffee, hot teas			
			10:00AM - MID MORNING BREAK			
			- Whole fresh fruit			
			- Granola bars			
			- Refresh coffee & hot teas			
			12:00PM - LUNCH			
			- Club salad, viniagrette			
			- Chicken Piccata, starch, veg			
			- Rolls, coffee & tea			
			- Chef's Dessert			
			FOR THE VEGETARIANS:			
			- Club salad, vinaigrette			
			- Portobello Ravioli, (no country ham)			
			Roasted Corn and Three Cheese Sauce			
			- Rolls, coffee & tea			
			- Chef's dessert			
			3:00PM - MID AFTERNOON BREAK			
			- Chocolate brownies			
			- Assorted cookies			
			- Whole fruit			
			- Iced tea, reg & decaf coffee			

# BANQUET EVENT ORDER #038750

**FOOD AND BEVERAGE SPECIAL NOTES:**

Additional meals, food, and beverage served the day of the event, beyond the guaranteed number and details given by event contact - whether due to additional guests or special requests, will be charged on the invoice.

Total Charges				
	Charges	Taxes	Service Chg	Total
Room	\$0.00	\$0.00	\$0.00	\$0.00
Food	\$6,600.00	\$0.00	\$1,386.00	\$7,986.00
Beverage	\$0.00	\$0.00	\$0.00	\$0.00
<b>Grand Totals</b>	<b>\$6,600.00</b>	<b>\$0.00</b>	<b>\$1,386.00</b>	<b>\$7,986.00</b>
Dep/Pymt Received				\$0.00
Balance Due				\$7,986.00

**Guarantee:** Final #s/changes are due at least 3 business days prior to the event. 21% Service Charge and applicable 6% KY Sales Tax are added to all charges. The room assignment is subject to change. The Club is not responsible for lost or stolen articles. This BEO will serve as your contract and agreement to the Club cancellation policy.

\_\_\_\_\_  
The University Club

*Teena Halbig*  
\_\_\_\_\_  
Isabell Isenhart

*Teena HALBIG*

*10-10-16*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# The University Club

200 E Brandeis Ave ~ Louisville KY 40208  
 Telephone: 502-852-6996 ~ Fax: 502-852-0163

## BANQUET EVENT ORDER #038751

**Event Name:** UNA-USA KY HUMAN TRAFFICKING CONFERENCE  
**Address:** \*Booked: Teena Halbig - Payment Day of Event  
 6505 Echo Trail - Lou KY 40299  
 \*Sponsor: Richard Beliles (Approved 9/9/16)

**Member Name:** Richard V Beliles  
**Member No:** B04166  
**Telephone:** (502) 228-1534

**Contact Name:** DETAILS: ISABELL ISENHART 228-5665 *819-5662*  
**Salesperson:** Patricia Bunner

**Email:** TeenaHal@aol.com  
**Contact Tel:** TH 267-6883  
**Contact Fax:**  
**Printed:** Oct 6, 2016 12:21 PM

Date	Time	Function	Setup	Exp.	Guar.	Room	Room Rental
Wednesday Dec 07/16	8:00a - 5:00p	MEETING	60" ROUND(S)	150	150	BALLROOM ABC	\$0.00

### Food

Date	Service Time	Service Type	Description	Qty	Charge	Total
Dec 07/16	8:00a	MEETING PACKAGE	BALLROOM ABC			
			ALL-DAY MEETING PACKAGE	150.00	\$44.00	\$6,600.00
			8:00AM - EXECUTIVE CONTINENTAL			
			- Seasonal fresh fruit tray			
			- Assorted breakfast bakeries			
			- Butter, jelly, cream cheese			
			- Low-fat yogurt & granola			
			- OJ, reg-decaf coffee, hot teas			
			10:00AM - MID MORNING BREAK			
			- Whole fresh fruit			
			- Granola bars			
			- Refresh coffee & hot teas			
			12:00PM - LUNCH SERVICE			
			- Club salad, vinaigrette			
			- Grilled Salmon w/Mango Salsa			
			- Risotto with Peas and Mushrooms			
			- Seasonal Vegetables			
			- Rolls, coffee & tea			
			- Chef's dessert			
			FOR THE VEGETARIANS:			
			- Club salad, vinaigrette			
			- VEGETARIAN LASAGNA			
			- Rolls, coffee & tea			
			- Chef's dessert			
			3:00PM - MID AFTERNOON BREAK			
			- Chocolate brownies			
			- Assorted cookies			
			- Whole fruit			
			- Iced tea, reg & decaf coffee			

### BANQUET EVENT ORDER #038751

**FOOD AND BEVERAGE SPECIAL NOTES:**

Additional meals, food, and beverage served the day of the event, beyond the guaranteed number and details given by event contact - whether due to additional guests or special requests, will be charged on the invoice.

Total Charges				
	Charges	Taxes	Service Chg	Total
Room	\$0.00	\$0.00	\$0.00	\$0.00
Food	\$6,600.00	\$0.00	\$1,386.00	\$7,986.00
Beverage	\$0.00	\$0.00	\$0.00	\$0.00
Grand Totals	\$6,600.00	\$0.00	\$1,386.00	\$7,986.00
Dep/Pymt Received				\$0.00
Balance Due				\$7,986.00

**Guarantee:** Final #s/changes are due at least 3 business days prior to the event. 21% Service Charge and applicable 6% KY Sales Tax are added to all charges. The room assignment is subject to change. The Club is not responsible for lost or stolen articles. This BEO will serve as your contract and agreement to the Club cancellation policy.

\_\_\_\_\_  
The University Club

\_\_\_\_\_  
Date

*Teena Halbig, President*  
DETAILS: ISABELL ISENHART 228-5665

*Teena HALBIG*  
*10-10-16*  
\_\_\_\_\_  
Date



Fusion Photography  
1860 Mellwood Ave. Suite 196  
(502) 384-2393  
info@fusionphotopro.com  
www.fusionphotopro.com

# Estimate

**ADDRESS**

Teena Halbig  
United Nations Association of the  
USA, KY Division  
6505 Echo Trail  
Louisville, KY 40299

**SHIP TO**

Teena Halbig  
United Nations Association of the  
USA, KY Division  
6505 Echo Trail  
Louisville, KY 40299

**ESTIMATE #**

1014

**DATE**

10/10/2016

**ACTIVITY**

**QTY**

**RATE**

**AMOUNT**

**Corporate - Full Day Service**

Event / Corporate Full Day photographic coverage (includes rights to photos) (2-3 day turn around) (8 approx. hrs)

2

1,300.00

2,600.00

**TOTAL**

**\$2,600.00**

Accepted By

Accepted Date

Subj: **Quote**  
Date: 10/10/2016 4:19:11 P.M. Eastern Daylight Time  
From: [rwinemiller@gmail.com](mailto:rwinemiller@gmail.com)  
To: [TeenaHal@aol.com](mailto:TeenaHal@aol.com)  
CC: [newimagejw@gmail.com](mailto:newimagejw@gmail.com)  
Thanks for contacting us. Jordan passed this to me to quote.

- 10" x 2.5", **Bumper Stickers**, 1/color, 1/side
- 200 - \$1.52 each
- 300 - \$1.09 each
- 400 - \$.91 each
- ✓ 500 - \$.69 each = ~~\$345.00~~
- 1000 - \$.44 each
  
- ✓ 1 - 36" x 60", **Vinyl Banner**, Digital Print, 1/side, Sewn, Grommets - \$75.00

Thanks,

Roger Winemiller  
New Image Graphics

*Location:*

*1751 Plantside Dr.  
Lova, Ky 40299  
413-6905*

Subj: **National Pen Quote**  
 Date: 10/10/2016 2:29:01 P.M. Eastern Daylight Time  
 From: [Claudia.Hagan@pens.com](mailto:Claudia.Hagan@pens.com)  
 To: [TEENAHAL@AOL.COM](mailto:TEENAHAL@AOL.COM)

**Thank you,**  
*Claudia Hagan*  
 Inbound Sales Representative  
 National Pen Company/Perfect Pen  
 1-800-854-1000 ext. 3605  
[Claudia.Hagan@pens.com](mailto:Claudia.Hagan@pens.com)



**GET SOCIAL WITH NATIONAL PEN!**  
 Follow us for helpful tips & special offers



**Order Number** 5120018116  
**Profile Number** 269674949  
**PO Number**  
**Order Date**  
**Freight Carrier** UPS GROUND

**Billing Address**

TEENA HALBIG  
 UNA-USA in KY  
 6505 ECHO TRL  
 LOUISVILLE, KY 40299-5103  
 US  
 United States  
 502-267-6883

**Shipping Address**

TEENA HALBIG  
 UNA-USA in KY  
 6505 ECHO TRL  
 LOUISVILLE, KY 40299-5103  
 US  
 United States  
 502-267-6883

#	Item Code	Item	Unit Price	Qty	Price	Attributes
1	LHV-XXX-XXLCX-CB-C	Soft Touch Paragon Pen & Stylus	\$0.59	300	\$177.00	ClipOption: With Clip Point Type: Ballpoint Ink (Not Imprint): Black Barrel: Black

HUMAN  
 TRAFFICKING  
 HOTLINE #  
 1-888-3737-888

Imprint :

*(over)*



2	Setup Charge	\$16.95	1	\$16.95	-
<b>Subtotal</b>				\$193.95	
<b>Shipping</b>				\$29.99	
<b>Order Discount</b>				(\$0.00)	
<b>Sales Tax</b>				\$0.00	
<b>Total</b>				\$223.94	

Questions or concerns? Contact us at  
 Hours - 7am to 7pm CST  
 Customer Service- 866-900-7367  
 Email-  
 Reference- Order Number- 5120018116  
 Profile Number - 269674949

**OUR GUARANTEE:** All of our products are 100% guaranteed to be free of defects and produced to your order specification. If not, you return the unused portion any time within one year for a prompt and courteous refund. Our tried and true guarantee is that you never risk penny with National Pen!

This order is subject to credit approval.

Thank you for shopping at National Pen Company.

This email has been scanned for email related threats and delivered safely by Mimecast.  
 For more information please visit <http://www.mimecast.com>





YourLogoWorks.com  
 P.O. Box 2096  
 Aiken, SC 29802  
 Phone: 800-993-7790 Fax: 866-830-2828

Invoice No.:  
 160439

**INVOICE**

<b>Bill to:</b> 6658 United Nations Association - USA KY 6505 Echo Trail Louisville, KY 40299-5103 502-267-6883 teenahal@aol.com	<b>Ship to (if different than billing):</b> Teena Halbig United Nations Association - USA KY 6505 Echo Trail Louisville, KY 40299-5103	<b>Project</b> Emery Boards  <b>Date</b> 10/10/2016
---	--	--

**Invoice Description and Notes:**

Payment is due in advance. Shipping is an estimate. Production estimate 4-7 working days. Shipping estimate 3 working days. Production starts the working day following the receipt of artwork approval and proof of payment.

ITEM	DESCRIPTION	# of Colors	QUANTITY	TOTAL
Emery Boards	Yellow Emery Board 4 7/8" x 1/2". Imprint in Black. Imprint on one side. Reverse side coarser grit in brown.	1 Black	1,500	\$285.00
			Subtotal	\$285.00
			Tax	
			Shipping and Handling:	\$18.00
			<b>TOTAL</b>	<b>\$303.00</b>

*Thank you for your order!*

160439

[www.YourLogoWorks.com](http://www.YourLogoWorks.com)

Prepayment is required for all orders -- Out of state sales are exempt from sales taxes  
 Payment is considered acceptance of YourLogoWorks.com policies at [www.YourLogoWorks.com](http://www.YourLogoWorks.com)

Subj: **Emery Boards**  
Date: 10/10/2016 3:12:02 P.M. Eastern Daylight Time  
From: [jmatson@runandwin.com](mailto:jmatson@runandwin.com)  
To: [teenahal@aol.com](mailto:teenahal@aol.com)

Here is the link for the proof and the invoice for the emery boards. I also attached the invoice to the email so you can easily print it. Let me know if you have any questions!

<https://www.approveandorder.com/product/160439/>

*Thanks,*  
**Julie Matson**  
**RUNandWIN**  
**YourLogoWorks.com**

*Keep in touch with RunAndWin!*

 [facebook.com/RunAndWin](https://facebook.com/RunAndWin)

 [twitter.com/WinYourCampaign](https://twitter.com/WinYourCampaign)

*Keep in touch with YourLogoWorks!*

 [facebook.com/YourLogoWorks](https://facebook.com/YourLogoWorks)

*Keep in touch with AikenStore!*

 [facebook.com/TheAikenStore](https://facebook.com/TheAikenStore)

## UNITED NATIONS OF THE UNITED STATES OF AMERICA KENTUCKY DIVISION, LTD.

### General Information

<b>Organization Number</b>	0962027
<b>Name</b>	UNITED NATIONS OF THE UNITED STATES OF AMERICA KENTUCKY DIVISION, LTD.
<b>Company Type</b>	KUN - Unincorporated Non-profit Assn
<b>Status</b>	A - Active
<b>Standing</b>	G - Good
<b>State</b>	KY
<b>File Date</b>	9/6/2016
<b>Organization Date</b>	9/6/2016
<b>Last Annual Report</b>	N/A
<b>Principal Office</b>	6505 ECHO TRAIL LOUISVILLE, KY 40299
<b>Registered Agent</b>	TEENA HALBIG 6505 ECHO TRAIL LOUISVILLE, KY 40299

### Current Officers

### Individuals / Entities listed at time of formation

### Images available online

Documents filed with the Office of the Secretary of State on September 15, 2004 or thereafter are available as scanned images or PDF documents. Documents filed prior to September 15, 2004 will become available as the images are created.

<a href="#">Cert. of Unincorporated Association</a>	9/6/2016	6 pages	<a href="#">tiff</a>	<a href="#">PDF</a>
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### Assumed Names

<a href="#">UNITED NATIONS OF THE UNITED STATES OF AMERICA KENTUCKY DIVISION, LTD.</a>	Active
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### Activity History

Filing	File Date	Effective Date	Org. Referenced
Add	9/6/2016 1:33:57 PM	9/6/2016	

### Microfilmed Images