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LOBBYING REPORT

Lobbying Disclosure Act of 1995 (Section 5) - All Filers Are Required To Complete This Page

1. Registrant Name University of Puerto Rico, Office of the President			
2. Address <input type="checkbox"/> Check if different than previously reported P.O. Box 364984 San Juan, PR 00936-4984			
3. Principal Place of Business (if different from line 2) City: _____ State/Zip (or Country): _____			
4. Contact Name Anne L. Howard-Tristani		Telephone (787) 250-0000 x-2051	5. Senate ID # 39518-12
6. Client Name <input type="checkbox"/> Self		E-mail (optional) a_howard@upr.edu	7. House ID #

TYPE OF REPORT 8. Year 1999 Midyear (January 1-June 30) ☐ OR Year End (July 1-December 31) ☒

9. Check if this filing amends a previously filed version of this report ☐

10. Check if this is a Termination Report ☐ → Termination Date _____

11. No Lobbying Activity ☒

INCOME OR EXPENSES - Complete Either Line 12 OR Line 13	
12. Lobbying Firms INCOME relating to lobbying activities for this reporting period was: Less than \$10,000 <input type="checkbox"/> \$10,000 or more <input type="checkbox"/> → \$ _____ Income (nearest \$20,000) Provide a good faith estimate, rounded to the nearest \$20,000, of all lobbying related income from the client (including all payments to the registrant by any other entity for lobbying activities on behalf of the client).	13. Organizations EXPENSES relating to lobbying activities for this reporting period were: Less than \$10,000 <input type="checkbox"/> \$10,000 or more <input checked="" type="checkbox"/> → \$ <u>See Attachment A</u> Expenses (nearest \$20,000) 14. REPORTING METHOD. Check box to indicate expense accounting method. See instructions for description of options. <input type="checkbox"/> Method A. Reporting amounts using LDA definitions only <input type="checkbox"/> Method B. Reporting amounts under section 6033(b)(8) of the Internal Revenue Code <input type="checkbox"/> Method C. Reporting amounts under section 162(e) of the Internal Revenue Code

Signature Anne L. Howard-Tristani for

Printed Name and Title Anne L. Howard-Tristani, Special Assistant to the President and Director,
Office of Federal and External Affairs

LD-1 (REV 6/98)

PAGE 5 OF 6

August 24, 2000

OFFICE OF THE SENATE
GO AUG 28 AM 11:16
U.S. SENATE
WASHINGTON, D.C.

Office of the Secretary
Office of Public Records
United States Senate
Hart Building, Suite 232
Washington, DC 20510-7716



Dear Sir:

This letter will provide an explanation for the delay in our submitting the 1998-1999 Lobbying Report(s) to your office, on behalf of the University of Puerto Rico (UPR), as required under the U.S. Lobbying Disclosure Act of 1995.

According to notices received by the UPR Office of Federal and External Affairs, we are past due in submitting the following four reports: "1998 Year End Report," the "1999 Mid-Year Report," the "1999 Year End Report" and the "2000 Mid-Year Report." The reasons for the delay in submission of the above referenced reports are explained below.

Background:

- * First, as the Special Assistant to the UPR President and as Director of the Office of Federal and External Affairs (OFEA), I have responsibility for overseeing the professional services of Washington, D.C. consulting firms which undertake U.S. federal agency and congressional relations work (direct lobbying activities) on behalf of the UPR. Each of these firms (*Van Scoyoc and Associates and Dow, Lohnes & Albertson*) submitted both *Semi Annual and Year-End Reports for 1998 and 1999 on behalf of the UPR (see copies attached).*

Since the UPR-OFEA, which is located within the Office of the President of the University of Puerto Rico, has a very limited staff, the majority of our governmental and congressional relations work is carried out directly by representatives of consulting firms in Washington, D.C. retained by the UPR. Due to the continuing shortage of administrative and secretarial staff in our office and the fact that I, must travel for the University's federal and external affairs outreach programs, approximately 75 percent of my time, we have not been able to submit our reports to your office on a regular basis. In addition, due to the turnover in our professional staff this past year (Deputy Director re-assigned and new OFEA Associate Director for Federal Affairs only hired in August 1999), I was frankly not aware that we were late in submitting our reports.

Also, it is important to stress that our new staff, both professional and administrative staffs were completely unfamiliar with the lobbying registration forms and the due dates.

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August 24, 2000

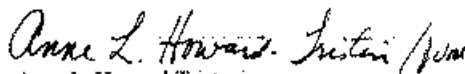
- Second, during the period of February-May 2000, I was hospitalized and on medical leave from the UPR. I was, therefore, unable to provide any guidance to our OFEA administrative and secretarial staff in the office on the content and procedures to be followed in submitting past due Lobbying registration forms. Since the OFEA professional staff were new, they did not have the necessary information to complete the reports during this period.
- Third, unfortunately, the UPR-OFEA has not had Administrative support staff nor an Associate Director for Federal Affairs, whose primary responsibility is to ensure the timely submission of the Lobbying Report(s) during the past two fiscal years. Previously, during the period of 1995-1998, this was the responsibility of the OFEA's last two Deputy Directors, whose position is now vacant. Please be assured that the UPR-OFEA will establish and implement the necessary administrative procedures to ensure that the reports are filed on time, even when there has not been any lobbying activity for the period reported.

Preparation of the draft reports will now be the responsibility of the Associate Director for Federal and External Affairs (Mrs. Juanita Valentin-Morris), so that the OFEA Director can submit the reports during the required reporting periods. The OFEA Administrative Secretary, Ms. Carmen Jarvis-Brookes, will assist her in meeting the required filing deadlines.

I trust that the above explanations will satisfy any questions you have regarding the delay in submission of our Lobbying Reports. Should you have any additional questions, please contact me directly or my Associate Director, Mrs. Juanita Valentin-Morris, at (787) 250-0000 or 765-5610, extensions 2015 or 2051.

Thank you in advance for your assistance.

Sincerely,



Anne L. Howard-Tristani
Special Assistant to the President and Director
Office of Federal and External Affairs

cjb

Enclosures

c Mrs. Juanita Valentin-Morris
Ms. Carmen Jarvis-Brookes

ATTACHMENT A

Under #13 Organization

UNIVERSITY OF PUERTO RICO (UPR) EXPENSES

The UPR expended \$10,000 or more relating to governmental relations firms that carried out lobbying activities on behalf of the UPR state university system. The firms representing the UPR are registered with both the Clerk of the House and the Secretary of the Senate have submitted separate reports detailing income received from the UPR during the periods of:

- ✓ 1998 year end (July 1-December 31)
- ✓ 1999 mid year (January 1-June 30)
- ✓ 1999 year end (July 1-December 31)
- ✓ 2000 mid year (January 1-June 30)

These firms are:

- ✓ **Van Scoyoc Associates, Inc. (Tel: 202-638-1950)**
 - ⇒ Contact: Ms. Anita Estell, Esq.
 - ⇒ I.D. Senate: 39837-621
 - ⇒ I.D. House: 32802026
- ✓ **Dow, Lohnes & Albertson, PLLC (Tel: 202-776-2566)**
 - ⇒ Contact: Kenneth Salomon
 - ⇒ I.D. Senate: 12540-152
 - ⇒ I.D. House: 31796005

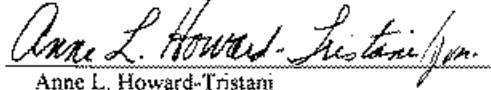
UPR Expenses: 1998-1999 for Lobbying Reports:

For complete information on the exact expenses paid to the above referenced lobbying firms during the period of 1998-1999, please contact **Mrs. Nazeerah Elmadah, Director of the UPR Finance Office, Office of the President**, at (787) 250-0000, extension 4001. For information regarding specific UPR contracts or for other assistance, please contact **Ms. Julia M. Badillo, the Director of the UPR Office of Legal Affairs**, at (787) 250-0000, extension 2203.

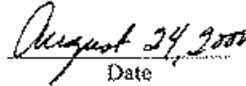
UPR Expenses relating to lobbying activities for this reported periods (1998-1999) were reported as income by the specific lobbying firms representing the UPR. The OFEA is not responsible for the direct payment of such expenses and therefore, does not have the exact amount of expenses for each of the reporting periods. This information can be prepared and submitted to the Clerk of the House and the Secretary of the Senate, if necessary. Please advise Mrs. Nazeerah Elmadah if you require this information.

Commencing in May 2000, the UPR retained the services of a new government relations consulting firm, *Cassidy and Associates*, for U.S. congressional relations representation on behalf of the UPR. The contract with Van Scoyoc Associates (VSA) was terminated on December 31, 1999. The new contact name at Cassidy and Associates for the UPR account is Mr. Dennis Kedzior, telephone (202) 585-2410 and fax (202) 347-0785.

Thank you in advance for your attention to this matter.



Anne L. Howard-Tristani
Special Assistant to the President and
Director, Office of Federal and External Affairs


Date