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and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

For the purpose of this report, I have classified the significant internal control structure policies and procedures in the following categories:

#### Internal Accounting Controls (All Programs)

Cycles of the Entities' Activity
Treasury of financing
Revenue/Receipts
Purchase/disbursements
External financing reporting

Financial Statement Captions
Cash and cash equivalents
Receivables
Property and equipment
Payables and accrued liabilities

# General and Specific Administrative Controls Used in Administering Federal Financial Assistance Programs

Ceneral:
Political activity
Civil rights
Cash management
Federal financial reports
Drug-Free Workplace
Allowable costs/cost principles
Administrative requirements

Specific:
Types of service
Cost allocation
Matching levels
Monitoring of sub-recipients
Eligibility
Reporting

For all of the internal control structure categories listed above, I obtained an understanding of the design of relevant policies and procedures and determined whether they had been placed in operation, and I assessed control risk.

During the year ended June 30, 1996, Cajun Area Agency on Aging, Inc. expended 91.63% of its total federal awards under major programs.

I performed tests of controls, as required by OMB Circular A-128, to evaluate the effectiveness of the design and operation of internal control structure policies and procedures that I considered relevant to preventing or detecting material noncompliance with specific requirements, general requirements, and requirements governing claims for advances and reimbursements and amounts claimed or used for matching that are applicable to, each of Cajun Area Agency on Agings, major federal financial assistance programs, which are identified in the accompanying Schedule of Federal Financial Assistance. My procedures were less in scope than would be necessary to render an opinion on these internal control structure policies and procedures. Accordingly, I do not express such an opinion.

My consideration of the internal control structure, policies and procedures used in administering federal awards would not necessarily disclose all matters in the internal control structure that might constitute material weaknesses under standards established by the American Institute of Certified Public Resourcants. A material weakness is a reportable condition in which the design of operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that noncompliance with laws and regulations that would be material to a federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control structure and its operations that I consider to be a material weakness as defined above.

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CAJUN AREA AGENCY ON AGING, INC. LAFAYETTE, LOUISIANA

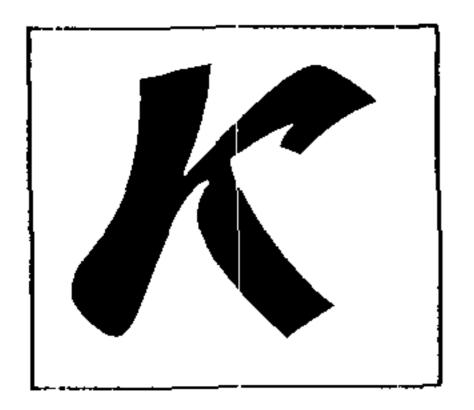
AUDIT REPORT OF ALL FUNDS
YEAR ENDED
JUNE 30, 1996

ROLAND D. KRAUSHAAR CERTIFIED PUBLIC ACCOUNTANT

ALEXANDRIA, LOUISIANA

report is a public document. A copy of the report has been submitted to the audited, or reviewed, entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court

Release Date DEC 11 1996



## Certified Public Accountant

1406 Texas Avenue Alexandria, LA 71301 Post Office Box 12538 Alexandria, LA 71315

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE
WITH SPECIFIC REQUIREMENTS APPLICABLE TO MAJOR
FEDERAL FINANCIAL ASSISTANCE PROGRAMS

Board of Directors Cajun Area Agency on Aging, Inc. Lafayette, Louisiana

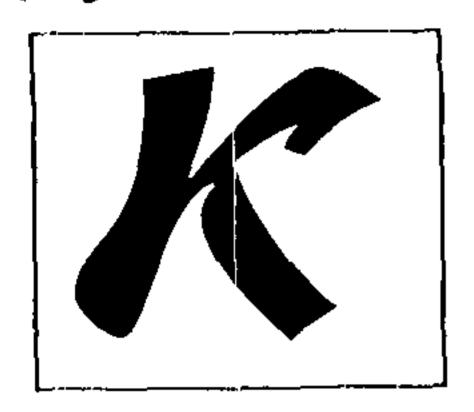
I have audited the general purpose financial statements of the Cajun Area Agency on Aging, Inc., as of and for the year ended June 30, 1996, and have issued my report thereon dated October 7, 1996.

I have also audited the Agency's compliance with the requirements governing types of services allowed or unallowed; eligibility; matching, level of effort, or earmarking; reporting; claims for advances and reimbursements; and amounts claimed or used for matching that are applicable to each of its major federal financial assistance programs, which are identified in the accompanying Schedule of Federal Financial Assistance, for the year ended June 30, 1996. The management of Cajun Area Agency on Aging, Inc. is responsible for the Agency's compliance with those requirements. My responsibility is to express an opinion on compliance with those requirements based on my audit.

I conducted my audit of compliance with those requirements in accordance with generally accepted auditing standards; Government Auditing Standards, issued by the Comptroller General of the United States; and Office of Management and Budget Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 require that I plan and perform the audit to obtain reasonable assurance about whether material noncompliance with the requirements referred to above occurred. An audit includes examining, on a test basis, evidence about Cajun Area Agency on Aging's compliance with those requirements. I believe that my audit provides a reasonable basis for my opinion.

The results of my audit procedures did not disclose any immaterial instances of noncompliance with the requirements referred to above.

In my opinion, the Cajun Area Agency on Aging, Inc. complied, in all material respects, with the requirements governing types of services allowed or unallowed; eligibility; matching, level of effort, or earmarking; reporting; special tests and provisions; claims for advances and reimbursements; and amounts claimed or used for matching that are applicable to each of its major federal financial assistance programs for the year ended June 30, 1996.



## Certified Public Accountant

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Alexandria, LA 71301

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE GENERAL REQUIREMENTS APPLICABLE TO FEDERAL FINANCIAL ASSISTANCE PROGRAMS

To the Board of Directors Cajun Area Agency on Aging, Inc. Lafayette, Louisiana

I have audited the general purpose financial statements of the Cajun Area Agency on Aging, Inc., as of and for the year ended June 30, 1996, and have issued by report thereon dated October 7, 1996.

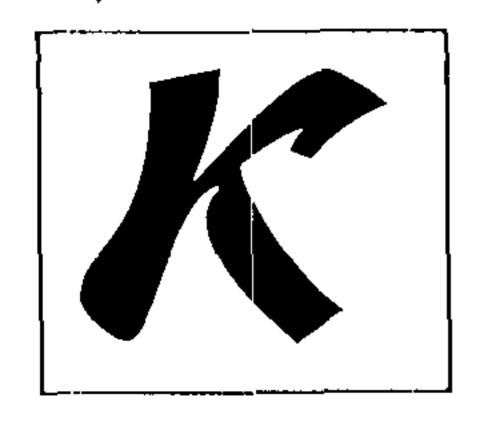
I have applied procedures to test Cajun Area Agency on Aging, Inc.'s, compliance with the following requirements applicable to each of its federal financial assistance programs, which are identified in the Schedule of Federal Financial Assistance, for the year ended June 30, 1996: political activity, civil rights, cash management, federal financial reports, allowable costs/cost principles, Drug-Free Workplace Act and administrative requirements.

My procedures were limited to those set forth in the Office of Management and Budget's "Compliance Supplement for Single Audits of State and Local Governments". My procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on Cajun Area Agency on Aging's compliance with the requirements listed in the preceding paragraph. Accordingly, I do not express such an opinion.

With respect to the items tested, the results of those procedures disclosed no material instances of noncompliance with the requirements listed in the second paragraph of this report. With respect to items not tested, nothing came to my attention that caused me to believe that the Cajun Area Agency on Aging, Inc. had not complied, in all material respects, with those requirements.

This report is intended for the information of the audit committee, management, Louisiana Governor's Office of Elderly Affairs, and the Legislative Auditor of the State of Louisiana. This restriction is not intended to limit the distribution of this report, which, upon acceptance by the Agency, is a matter of public record.

Roland D. Kraushaar



## Certified Public Accountant

1406 Texas Avenue Post Office Box 12538 Àlexandria, LA 71301 Alexandria, LA 71315

October 7, 1996

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH LAWS AND REGULATIONS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors Cajun Area Agency on Aging, Inc. Laiayette, Louisiana

I have audited the general purpose financial statements of the Cajun Area Agency on Aging, Inc., as of and for the year ended June 30, 1996, and have issued by report thereon dated October 7, 1996.

I conducted by audit in accordance with generally accepted auditing standards; Government Auditing Standards, issued by the Comptroller General of the United States; and the provisions of the Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to Cajun Area Agency on Aging, Inc., is the responsibility of the Agency's management. As a part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I performed tests of the Agency's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of my audit of the financial statements was not to provide an opinion on overall compliance with such provisions. Accordingly, I do not express such an opinion.

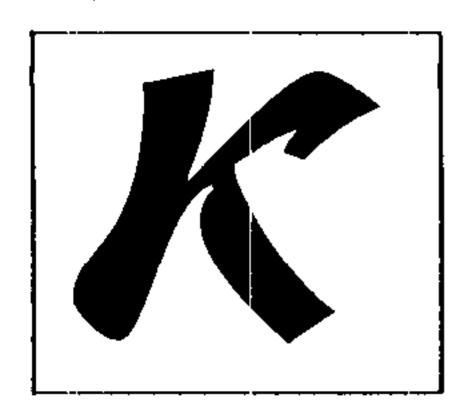
The results of my tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

This report is intended for the information of the audit committee, management, Louisiana Governor's Office of Elderly Affairs, and the Legislative Auditor of the State of Louisiana. This restriction is not intended to limit the distribution of this report, which, upon acceptance by the Agency, is a matter of public record.

Roland D. Krawahaar

This report is intended for the information of the audit committee, management, Louisiana Governor's Office of Elderly Affairs, and the Legislative Auditor of the State of Louisiana. This restriction is not intended to limit the distribution of this report, which, upon acceptance by the Agency, is a matter of public record.

Roland D. Kraushaar



## Certified Public Accountant

1406 Texas Avenue Post Office Box 12538 Alexandria, LA 71301 Alexandria, LA 71315

October 7, 1996

INDEPENDENT AUDITOR'S REPORT ON THE INTERNAL CONTROL STRUCTURE USED IN ADMINISTERING FEDERAL FINANCIAL ASSISTANCE PROGRAMS

To the Board of Directors Cajun Area Agency on Aging, Inc. Lafayette, Louisiana

I have audited the general purpose financial statements of the Cajun Area Agency on Aging, Inc., as of and for the year ended June 30, 1996, and have issued my report thereon dated October 7, 1996. I have also audited the compliance of Cajun Area Agency on Aging, Inc., with requirements applicable to major federal financial assistance programs and have issued my report thereon dated October 7, 1996.

I conducted by audit in accordance with generally accepted auditing standards; <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States; and the provisions of the Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement and about whether the Agency complied with laws and regulations, noncompliance with which would be material to a major federal program.

In planning and performing my audit for the year ended June 30, 1996, I considered the internal control structure of the Cajun Area Agency on Aging, Inc. in order to determine my auditing procedures for the purpose of expressing my opinion on the Cajun Area Agency on Aging, Inc.'s general purpose financial statements and on the compliance of Cajun Area Agency on Aging, with requirements applicable to major programs and to report on the internal control structure in accordance with OMB Circular A-128. This report addresses my consideration of internal control structure policies and procedures relevant to compliance with requirements applicable to federal financial assistance programs. I have addressed internal control structure policies and procedures relevant to my audit of the general purpose financial statements in a separate report dated October 7, 1996.

The management of the Cajun Area Agency on Aging, Inc., is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles, and that federal financial assistance programs are managed in compliance with applicable laws and regulations. Because of inherent limitations in any internal control structure, errors or irregularities, or instances of noncompliance may nevertheless occur

#### Internal Accounting Controls (All Programs)

Cycles of the Entities' Activity
Treasury of financing
Revenue/Receipts
Purchase/disbursements
External financing reporting

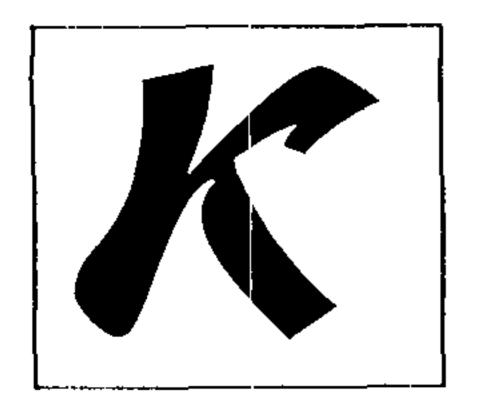
Financial Statement Captions
Cash and rash equivalents
Receivables
Property and equipment
Payables and accrued liabilities

For all of the internal control structure categories listed above, I obtained an understanding of the design of relevant policies and procedures and determined whether they had been placed in operation, and I assessed control risk.

My consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relative low level the risk that errors or irregularities in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control structure and its operation that I consider to be material weaknesses as defined above.

This report is intended for the information of the audit committee, management, Louisiana Governor's Office of Elderly Affairs, and the Legislative Auditor of the State of Louisiana. This restriction is not intended to limit the distribution of this report, which, upon acceptance by the Agency, is a matter of public record.

Roland D. Kraushaar



## Certified Public Accountant

1406 Texas Avenue Post Office Box 12538 Alexandria, LA 71301 Alexandria, LA 71315

October 7, 1996

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL STRUCTURE
BASED ON AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors Cajun Area Agency on Aging, Inc. Lafayette, Louisiana

I have audited the general purpose financial statements of the Cajun Area Agency on Aging, Inc., Lafayette, Louisiana as of and for the year ended June 30, 1996, and have issued my report thereon dated October 7, 1996.

I conducted my audit in accordance with generally accepted auditing standards; Government Auditing Standards, issued by the Comptroller General of the United States; and the provisions of the Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local governments". Those standards and OMB Circular A-128 require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

In planning and performing my audit of the general purpose financial statements of Cajun Area Agency on Aging, Inc, for the year ended June 30, 1996, I considered its internal control structure in order to determine my auditing procedures for the purpose of expressing an opinion on the Agency's general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

The management of the Cajun Area Agency on Aging, Inc., Lafayette, Louisiana, is responsible for establishing and maintaining an internal control In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities, may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

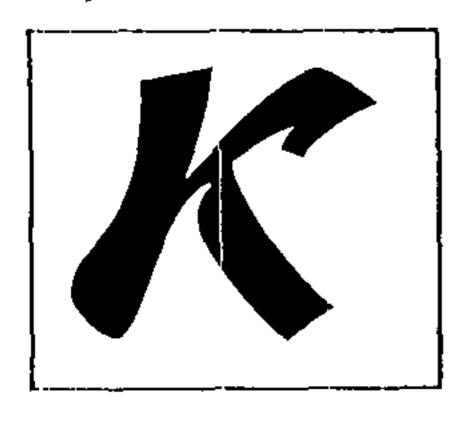
For the purpose of this report, I have classified the significant internal control structure policies and procedures in the following categories:

SINGLE AUDIT SECTION

#### SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE

FEDERAL GRANTOR/PASS THROUGH GRANTORS/PROGRAM TITLE	FEDERAL CFDA NUMBER	PROGRAM OR AWARD AMOUNT	REVENUE RECOGNIZED	EXPENDITURES
Department of Health & Human Services Passed through Louisiana Governor's Office of Elderly Affairs				
<pre>Special Programs for the Aging:    Title III-B (Area Agency         Administration) * Title III-B (Supportive Services) * Title III-B (Ombudsman) * Title III C-1 (Congregate Meals) * Title III C-2 (Home Delivered Meals) Title III-D (In-home Services) Title III-F (Frail Elderly)</pre>	93.044 93.044 93.045 93.045 93.046 93.043	\$143,417 491,529 60,628 55,099 281,090 13,671 29,952	491,529 60,628 455,099 281,090 13,671	\$143,417 491,529 60,628 455,099 281,090 13,671 29,952
Department of Agriculture Passed through Louisiana Governor's Office of Elderly Affairs				
* USDA - Cash in lieu of commodities	10.570	485,496	463,366	463,366

Denotes major programs



## Certified Public Accountant

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October 7, 1996

INDEPENDENT AUDITOR'S REPORT OH SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE

Board of Directors Cajun Area Agency on Aging, Inc. Lafayette, Louisiana

I have audited the general purpose financial statements of the Cajun Area Agency on Aging, Inc., as of and for the year ended June 30, 1996, and have issued my report thereon dated October 7, 1996. These general purpose financial statements are the responsibility of the Agency's management. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards, <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

My audit was conducted for the purpose of forming an opinion on the general purpose financial statements of the Cajun Area Agency on Aging, Inc., taken as a whole. The accompanying Schedule of Federal Financial Assistance is presented for purposes of additional analysis and is not a required part of the general purpose financial statements. The information in that schedule has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in my opinion, is fairly presented in all material respect in relation to the general purpose financial statements taken as a whole.

Roland D. Kraushaar

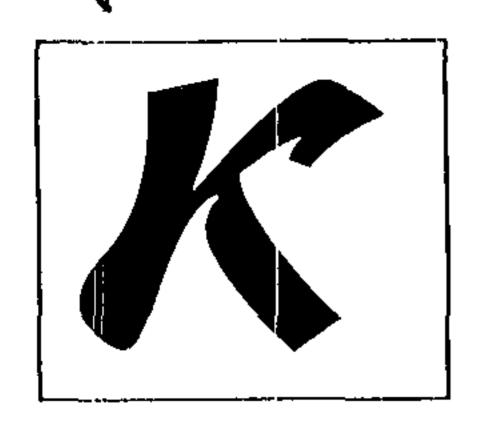
#### EXIT CONFERENCE

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana Year Ended June 30, 1995

An exit conference was held with the Finance Committee on October 17, 1996. The following representatives were present:

Dudley Hebert Clarence Kemper Joan Michel Clarence Kemper William Winchester Shannon Broussard Executive Director Jennifer S. Cicardo, CPA Roland D. Kraushaar, CPA

Chairman Vice-Chairman Treasurer Board Member Board Member



## Certified Public Accountant

1406 Texas Avenue Post Office Box 12538

Alexandria, LA 71301 Alexandria, LA 71315

October 7, 1996

#### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors Cajun Area Agency on Aging, Inc. Lafayette, Louisiana

I have audited the accompanying general purpose financial statements of the Cajun Area Agency on Aging, Inc., as of June 30, 1996, and for the year then ended. These general purpose financial statements are the responsibility of the Agency's management. My responsibility is to express an opinion on these general purpose financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards; <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States; and the provisions of the Office of Management and Budget (OMB) Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting crinciples used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Cajun Area Agency on Aging, Inc., as of June 30, 1996, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

My audit was made for the purpose of forming an opinion on the general purpose financial statements of the Cajun Area Agency on Aging, Inc. taken as a whole. The accompanying combining, and account group financial statements and schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general

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This report is intended for the information of the audit committee, management, Louisiana Covernor's Office of Elderly Affairs, and the Legislative Auditor of the State of Louisiana. This restriction is not intended to limit the distribution of this report, which, upon acceptance by the Agency, is a matter of public record.

Roland D. Kraushaar

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

#### Public Support and Miscellaneous Revenues

Utility assistance funds are provided from public donations to the Project Care Program sponsored by Gulf States Utilities. In addition, various fund raisers are held during the year to obtain funds to offset costs of general operations and senior center activities. The timing and amounts of the receipts of public support and miscellaneous revenues are difficult to predict; therefore, they are not susceptible to accrual and are recorded as revenue in the period received.

#### NOTE 3. CASH IN BANK

At June 30, 1996, the carrying amount of the Agency's deposits was as follows:

Payroll - checking	\$ 10,057
Operating - checking	65,355
Money market savings	108,765
Cash on deposit in banks	\$184,177

At June 30, 1996, the collected deposits held at Bank One totaled \$312,051. Of the \$312,051, \$212,051 with Bank One is classified as credit risk Category 3. The bank has pledged additional collateral in the name of the Agency for the amount over the FDIC limit and these securities are held at the Federal Reserve Bank. However, it is the opinion of the Governmental Accounting Standards Board (GASB) that if the agreement between the Bank and the Agency is not in writing and approved by the Bank's Board of Directors, then the government may not be in compliance with the Financial Institution's Reform, Recovery and Enforcement Act of 1989 which discusses the depositor's rights to collateral. GASB states that the collateral described above should be classified as Category 3. This is the case with Cajun Area Agency. The following are descriptions of the three risk categories:

- (1) Category 1 Insured or collateralized with securities held by the entity or by its agent in the entity's name.
- (2) Category 2 Collateralized with securities held by the pledging financial institution's trust department or agent in the entity's name.

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

	Due to Other Funds	
General Fund	\$ 98,590	\$
Special Revenue Funds U.S.D.A.	\$	\$ 98,590
Total All Funds	\$ 98,590 =======	\$ 98,590

#### NOTE 14. MEAL COSTS

Meal costs in the Congregate Meals Program (Title III C-1) and Home-Delivered Meals (Title III C-2) consists of raw food and labor and non-edibles. For the year ended June 30, 1996, costs were as follows:

	Title III	Title III
	<u>C-1</u>	<u>C-2</u>
Raw Food	\$164,025	\$ 484,880
Labor and Non-edibles	196,629	581,260
Total Meal Costs	\$360,654	\$1,066,140

#### NOTE 15. PENSION PLAN

The Agency provides a Simplified Employee Pension Individual Retirement account for each of its qualified employees. During the fiscal year ended June 30, 1996, the Agency contributed 5% of wages to the plan at a cost of \$5,750. All employees are eligible to participate.

The Agency is under no obligation for future contributions.

# SCHEDULE OF FINDINGS, RECOMMENDATIONS AND CORRECTIVE ACTION - PRIOR YEAR

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana Year Ended June 30, 1996

#### **BUDGET VARIANCE:**

FINDING:

Three individual funds had actual expenditures that exceeded budgeted amounts by more than five percent.

#### CORRECTION ACTION:

The Agency continues to review all funds for unusual expenditures, reimbursements and/or tranfers to assure compliance.

#### QUESTIONED COSTS

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana Year Ended June 30, 1996

During the year covered by my examination there were no questioned costs.

#### COMPENSATION TO BOARD MEMBERS

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana Year Ended June 30, 1996

During the year covered by my examination, the only payments made to or on behalf of board members were travel expenses incurred on Agency business.

John Lambousy	\$	74.16
Mary Reavill		48.00
James Soileau		23.04
Lucy Duplechain		67.20
Julie Leger		187.20
Mark Piazza		113.04
Edward Broussard		69.12
William Winchester		55.30
Clarence Kemper		241.20
Dudley Hebert		151.20
Etta Brew		23.04
Beverly Burnham		72.00
Verna Fontenot		24.00
David Landry		67.20
Joan Michel		124.80
Louis Pavur		34.56
	\$1	,375.06
	===	<b>====</b> ================================

SCHEDULE 3 (Continued)

#### STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL

	BUDGETED EXPENDITURES	ACTUAL EXPENDITURES	VARIANCE FAVORABLE (UNFAVORABLE)
MISCELLANEOUS Sub-recipients	<u>\$ 36,000</u>	<u>\$ 36,000</u>	<u> </u>
Total	\$ 36,000	\$ 36,000	\$ =======
TITLE III-F Sub-recipients	38,664	38,664	
Total	\$ 38,664	\$ 38,664	\$ -

#### STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL

	BUDGETED EXPENDITURES	ACTUAL EXPENDITURES	VARIANCE FAVORABLE (UNFAVORABLE)
SENIOR CENTER Sub-recipients	¢ 262 402	¢ 365 403	•
adp_tectbrence	\$ 362,403	\$ 362,403	<u>\$</u>
Total	\$ 362,403	\$ 362,403	\$ <b>-</b> =======
TITLE III-D IN-HOME SERVICES			
Sub-recipients	\$ 16,084	<u>\$ 16,084</u>	<u>\$</u>
Total	\$ 16,084	\$ 16,084 =======	\$ - =======
PROJECT CARE			
Sub-recipients	<u>\$ 10,555</u>	\$ 19,248	\$ (8,693)
Total	\$ 10,555 ========	\$ 19,248 ========	\$ (8,693)
AUDIT ALLOTMENT			
Operating services	\$ 30,467	\$ 30,467	<u>\$</u>
Total	\$ 30,467	\$ 30,467	ş <del>-</del>
USDA Transfers to the Title III C-1 and Title III C-2 programs to offset raw			
food costs	\$ 544,318	\$ 473,009	\$ 71,309
Total	\$ 544,318	\$ 473,009	\$ 71,309
ELDER CARE Salaries Fringe Travel Operating services Operating supplies Other costs Sub-recipients	\$    	\$	\$ - - - - - -
Total	\$ - ========	\$ - ========	\$ -======

#### STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL

	BUDGETED EXPENDITURES	ACTUAL EXPENDITURES	VARIANCE FAVORABLE (UNFAVORABLE)
CENERAL FUND Other costs Transfers	\$ 319 1,922	\$ 319 2,632	\$ - (710)
Total	\$ 2,241	\$ 2,951	\$ (710)
TITLE III-B ADMINISTRATION Salaries Fringe Travel Operating services Operating supplies Other costs Capital outlay	\$ 108,693 32,307 4,480 31,624 2,963 7,357 5,315	\$ 108,693 32,069 4,540 32,423 3,030 7,437 5,315	\$ - 238 (60) (799) (67) (80)
Total	\$ 192,739	\$ 193,507	\$ (768)
Salaries Fringe Travel Operating services Operating supplies Other costs Sub-recipients Capital outlay	\$ 10,800 3,312 1,900 4,939 523 49,713 526 \$ 71,713	\$ 10,800 3,283 1,871 4,928 534 534 49,713 526 \$ 71,655	\$ - 29 29 11 (11) 
TITLE III C-1 Meal costs Sub-recipients Total	\$ 366,296	\$ 360,654 239,558 \$ 600,212	\$ 5,642 \$ 5,642 ========
TITLE III C-2  Meal costs Sub-recipients  Total	\$1,045,907 <u>267,241</u> \$1,313,148	\$1,066,140 <u>267,241</u> \$1,333,381	\$(20,233)
TITLE III-B SUPPORTIVE SERVICES Sub-recipients	<u>\$ 693,329</u>	<u>\$ 693,329</u>	<u>\$</u>
Total	\$ 693,329	\$ 693,329	\$ - ======

TITLE III-D					
IN-HOME	PROJECT	ELDER	MISC.	TITLE	
SERVICES	CARE	CARE	<u>GRANT</u>	<u> </u>	TOTALS
\$ 1,869	\$ 3,157	<b>\$</b> -	\$ 4,500	\$ 4,492	\$ 228,566
1,552	· · -	· <del>-</del>	4,500	3,729	193,810
1,732	2,425		4,500	4,164	186,785
2,649	5,274	<del></del>	4,500	6,368	308,506
2,984	4,023		4,500	7,173	249,058
1,499	1,597	-	4,500	3,604	166,341
1,534	-	_	4,500	3,689	149,471
2,265	2,772		4,500	5,445	208,290
<del>-</del>	<del></del>	<del></del>			31,413
\$16,084	\$19,248	<b>\$</b> -	\$36,00Ò	\$38,664	\$1,722,240
****	======================================	====			

#### SCHEDULE 1

TITLE III-D IN-HOME SERVICES	PROJECT CARE	AUDIT	<u>usda</u>	ELDER CARE	MISC. GRANT	TITLE III-F	<u>TOTALS</u>
\$16,084	\$ - _19,248	\$18,742	\$ 463,366	\$ -	\$36,000	\$38,664	\$3,351,702
\$16,084	\$19,248	<u>11,725</u> \$30,467	\$ 463,366	<u> </u>	\$36,000	\$38,664	30,973 \$3,382,675
\$ - - - - - 16,084	\$ - - - - - 19,248	\$ - 30,467	\$	\$	\$	\$ - - - - - - 38,664	\$ 119,493 35,352 6,411 67,818 3,564 1,426,794 7,437 1,722,240
\$16,084	\$19,248	\$30,467	<u>\$</u>	<u>\$</u>	\$36,000	\$38,664	<u>5,841</u> \$3,394,950
<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$ 463,366</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$ (12,275)</u>
\$ -  \$ -	\$ - - \$ -	\$  \$	\$ - (473,009) \$ 473,009		\$ \$	\$ - - \$ -	\$ 475,641 (473,009) \$ 2,632
\$ -	\$ <b>-</b>	\$ -	\$ (9,643)	\$ -	\$ -	\$ -	\$ (9,643)
<del>-</del>	<del>-</del> 	<del></del>	108,233	<del></del>	<del></del>	<del></del>	108,233
\$ - =======	\$	\$ - ======	\$ 98,590	\$ - ======	\$ -	\$ -	\$ 98,590 ========

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

#### NOTE 11. ECONOMIC DEPENDENCY

The Agency receives the majority of its revenue from funds provided through grants administered by the Louisiana Governor's Office of Elderly Affairs. The grant amounts are appropriated each year by the federal and state governments. If significant budget cuts are made at the federal and/or state level, the amount of the funds the Agency receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the Agency will receive in the next fiscal year.

#### NOTE 12. INTERFUND TRANSFERS

General Fund	Operating Transfers In \$ -	Operating Transfers Out \$ 2,632
Special Revenue Funds		
Title III C-1	\$118,139	\$
Title III C-2	354,870	<del>-</del>
U.S.D.A.	_	473,009
Title III-B - Administration	2,284	_
Title III-B - Ombudsman	348	
Total Special Revenue Funds	\$475,641	\$473,009
Total All Funds	\$475,641	\$475,641

#### NOTE 13. INTERFUND LOANS

All bank accounts and the related interest earned are treated as belonging to the General Fund. Cash belonging to the Special Revenue Funds is deposited in the various bank accounts and the related interfund receivables and payables are established. The following is a summary of interfund loans at June 30, 1996:

# SCHEDULE OF FINDINGS, RECOMMENDATIONS AND CORRECTIVE ACTION - CURRENT YEAR

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana Year Ended June 30, 1996

#### BUDGET VARIANCES:

FINDING:

Two individual funds had actual expenditures that exceeded budgeted amounts by more than five

percent.

CAUSE:

The unfavorable variance reported in the General Fund was caused by the Agency transferring funds in excess of budgeted amounts to the Special Revenue Fund Accounts.

The unfavorable variance reported in the Project Care Fund was caused by actual expenditures exceeding budgeted expenditures for sub-recipients.

EFFECT:

State law requires that a 5% unfavorable variance for revenues, expenditures or fund balances be amended through the budget process.

#### RECOMMENDATION:

The Agency should review all funds for unusual expenditures, reimbursements and/or transfers to assure compliance.

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

(3) Category 3 - Uncollateralized, including securities held by the pledging financial institution, or by its trust department or agent but not in the entity's name or those types of securities as described above.

#### NOTE 4. ACCOUNTS RECEIVABLE

Accounts receivable at June 30, 1996, consists of the following special revenue programs:

_	III C-1 III-F	\$118,066 7,609 2,178
		\$127,853

### NOTE 5. CHANGES IN GENERAL FIXED ASSETS

The following is a summary of changes in general fixed assets.

	Balance 6/30/95	<u>Additions</u>	Adjustments and <u>Deletions</u>	Balance 6/30/96
Automobiles Furniture & Equipment Nutrition Equipment	\$ - 57,640 <u>17,128</u>	\$ - 6,441 -	\$ - 29,467 <u>14,130</u>	\$ - 34,614 2,998
Total General Fixed Assets	\$74,768 ======	\$ 6,441	\$43,597 ======	\$37,612

### NOTE 6. BOARD OF DIRECTORS' COMPENSATION

The Board of Directors is a voluntary board; therefore, no compensation has been paid to any member. However, board members are reimbursed for travel expenses incurred in accordance with the Agency's travel policies.

purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in my opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

Roland D. Kraushaar

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

paid or become due on demand to terminated employees. The Agency's sick leave policy does not provide for the vesting of sick leave.

#### L. Reservation of Fund Balances:

The Agency "reserves" portions of its fund balance that are not available for expenditure because resources have already been expended (but not consumed), or a legal restriction has been placed on certain assets which make them only available to meet future obligations.

#### M. Prepaid Expenses:

The Agency has elected not to expense amounts paid for future services until those services are consumed to comply with the cost reimbursement terms of its grant agreements.

# NOTE 2. REVENUE RECOGNITION - INTERGOVERNMENTAL GRANTS, PUBLIC SUPPORT, AND MISCELLANEOUS REVENUES

#### Intergovernmental Grants

Intergovernmental grant revenues are recorded in governmental funds as revenues in the accounting period when they become susceptible to accrual, that is, measurable and available (modified accrual basis).

Senior Center, Title III-B, Title III C-1, Title III C-2, Title III-F and Title III-D funds are received as a monthly allocation of the total grant in advance of the actual expenditures, but are not susceptible to accrual as revenue until the actual expenditures are made. Disaster Relief, Elder Care, Miscellaneous Grant, and Audit funds are also recognized as revenue once the related cost has been incurred, and the grant reimbursement is measurable and available.

U.S.D.A program funds are earned and become susceptible to accrual based upon the number of units of service provided to program participants and are recorded as revenues at that time.

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

#### H. Total Columns of Combined Statements - Overview:

Total columns on the combined statements - overview are captioned "memorandum only" to indicate that they are presented only to help with financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

#### I. Fixed Assets:

All fixed assets are stated at historical cost. No depreciation has been provided on general fixed assets.

The Agency has classified its fixed assets as follows:

	Balance <u>6/30/96</u>
Furniture and Equipment Nutrition equipment	\$34,614 <u>2,998</u>
Total	\$37,612

#### J. Comparative Data:

Comparative data for the prior year have been presented in the accompanying financial statements to provide an understanding of changes in the Agency's financial position and operations. However, presentation of comparative data by fund type have not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.

#### K. Annual and Sick Leave:

For governmental fund types, the Agency's liability for accumulated unpaid vacation has been recorded in the general long-term debt group of accounts. These amounts will be recorded as fund expenditures in the year in which they are

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

#### G. Budget Policy:

The Agency follows these procedures in establishing the budgetary data reflected in these financial statements.

- The Governor's Office of Elderly Affairs (GOEA)
   notifies the Agency each year as to the funding levels
   for each program's grant award.
- The Executive Director prepares a proposed budget based on the funding levels provided by GOEA and then submits the budget to the Board of Directors for approval.
- 3. The Board of Directors reviews and adopts the budget before June 30 of the current year for the next year.
- 4. The adopted budget is forwarded to the Governor's Office of Elderly Affairs for final approval.
- 5. All budgetary appropriations lapse at the end of each fiscal year (June 30).
- 6. The budget is prepared on a modified accrual basis, consistent with the basis of accounting, for comparability of budgeted and actual revenues and expenditures.
- 7. Budgeted amounts included in the accompanying financial statements include the original adopted budget amounts and all subsequent amendments.
- 8. Actual amounts are compared to budgeted amounts periodically during the fiscal year as a management control device.
- 9. The Agency may transfer funds between line items as often as required but must obtain prior approval from the Governor's Office of Elderly Affairs for funds received under grants from this state agency.
- 10. Expenditures cannot legally exceed appropriations on an individual fund level.

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

#### General Fixed Assets

The fixed assets (capital outlays) used in governmental fund type operations of the Cajun Area Agency on Aging, Inc. are accounted for (capitalized) in the General Fixed Assets Account Group and are recorded as expenditures in the appropriate Governmental Fund type when purchased.

#### General Long-Term Debt

Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group. The General Long-Term Debt Account Group shows only the measurement of financial position and is not involved with measurement of results of operations.

#### E. Basis of Accounting:

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets.

Covernmental funds are maintained on the modified accrual basis of accounting wherein revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the liability is incurred, if measurable.

#### F. Transfers and Interfund Loans:

Advances between funds which are not expected to be repaid are accounted for as transfers. In those cases where repayment is expected, the advances are accounted for through the various due from and due to accounts. Short-term interfund loans are classified as interfund receivables or payables.

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

#### Miscellaneous Grant Fund

Funded by the Governor's Office of Elderly Affairs, this special purpose grant was made to fund additional program expenses relative to Senior Center operations.

#### Disaster Relief Grant Fund

This fund is used to account for the administration of a Disaster Assistance Program for which the purpose is to supplement food and shelter assistance to individuals who might currently be receiving assistance, as well as to assist those who are not receiving any. Funds are provided by the Federal Emergency Management Agency through the Louisiana Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Agency and then on to the parish councils.

#### Title III-F Fund

The Title III-F Fund is used to account for funds used for disease prevention and health promotion activities including (1) equipment and materials (scales to weigh people, educational materials, and exercise equipment), (2) home injury control, (3) medication management, (4) mental health, (5) nutrition (assessment/screening, counseling, and education). The law directs the state agency administering this program to "give priority to areas of the state which are medically under-served and in which there are a large number of older individuals who have the greatest economic and social need." Title III-F funds are provided by the U.S. Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Agency.

#### D. Account Groups:

An account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources. The following account groups are not "funds".

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

#### Project Care Fund

The Project Care Fund is used to account for the administration of a program that is sponsored by Gulf States Utilities. Gulf States Utilities collects contributions from service customers and remits these funds to the Agency. The Agency in turn "passes through" these funds to the individual councils on aging.

#### Audit Fund

The Audit Fund is used to account for funds received from the Governor's Office of Elderly Affairs that are restricted to use as a supplement to pay for the cost of having an annual audit of the Agency's financial statements.

#### U.S.D.A. Fund

The U.S.D.A. Fund is used to account for the administration of the Food Distribution Program funds provided by the United States Department of Agriculture through the Louisiana Governor's Office of Elderly Affairs which "passes through" the funds to the Agency. This program reimburses the service provider on a per unit basis for each congregate and home-delivered meal served to an eligible participant so that United States food and commodities may be purchased to supplement these programs.

#### Elder Care Fund

The Elder Care Fund is used to account for funds provided by the Untied States Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs, which "passes through" the funds to the Agency. Funds are used to support the administrative costs of forming, convening and otherwise administratively supporting the activities of state elder care coalitions and project care community coalitions.

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

Special Revenue Funds - The Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments and major capital projects) that are legally restricted to expenditures for specified purposes.

The following are the funds which comprise the Agency's Special Revenue Funds:

#### Title III-B Administration Fund

The Title III-B Administration Fund is used to account for the administration of special programs for the aging. Title III-B administrative funds are provided by the United States Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs, which "passes through" the funds to the Agency. These funds are used to pay for administrative costs associated with the Title III and Senior Center programs.

#### Title III-B Ombudsman Fund

The Title III-B Ombudsman Fund is used to account for funds used to provide long-term care residents age 60 and older residing in long-term care facilities a representative to ensure that such resident's rights are upheld, to resolve complaints by residents with the management of the long-term care facility, and to promote quality care at the facility. Ombudsman funds are provided by the United States Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Agency.

#### Title III C-1 Congregate Meals Fund

Title III C-1 funds are provided by the United States Department of Health and Human Services to the Louisiana Governor's Office of Elderly Affairs, which "passes through" the funds to the Agency. These funds are used to provide nutritional congregate meals to the elderly in strategically located centers.

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

recognized as generally accepted accounting principles for state and local governments.

The accompanying financial statements conform to generally accepted accounting principles for state and local governments. These statements have also incorporated any applicable requirements set forth by <u>Audits of State and Local Governmental Units</u>, the industry audit guide issued by the American Institute of Certified Public Accountants; Subsection VI - Annual Financial Reporting, accounting manual for Governor's Office of Elderly Affairs contractors; and, the Louisiana Governmental Audit Guide.

#### C. Fund Accounting:

The accounts of the Agency are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures, or expenses, as appropriate. Resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into two generic fund types and two broad fund categories (account groups).

The governmental funds and programs comprising them as presented in the financial statements are as follows:

General Fund - The General Fund is the general operating fund of the Agency. It is used to account for all financial resources except those required to be accounted for in another fund. These discretionary funds are accounted for and reported according to the source (federal, state, or local) from which they are derived.

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996

#### NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### A. Reporting Entity:

In 1974, Gubernatorial Executive Order No. 54 initially established area agencies on aging. Gubernatorial Executive Order No. 80-16 of 1989 authorized the Governor's Office of Elderly Affairs to designate planning and service areas to coincide with the geographic boundaries of the 64 parishes of the state, and to designate area agencies therein. An area agency must be an organization whose single purpose is to administer programs for older persons, or a multipurpose agency with the authority and capacity to administer human services in the planning and service area. If it is a multipurpose agency, the Area Agency on Aging, Inc. must designate all its authority and responsibility for carrying out the responsibilities listed below to a single organizational unit in the agency unless the agency receives a waiver of this requirement from the Governor's Office of Elderly Affairs.

The purpose and function of the Cajun Area Agency on Aging, Inc., is to develop a comprehensive and coordinated service delivery system for the elderly and serve as the advocate and focal point for older persons by entering into agreements with the Governor's Office of Elderly Affairs and with providers of supportive and nutrition services. "Comprehensive and coordinated system" refers to a program of interrelated supportive and nutrition services designed to meet the needs of older persons in each planning and service area. This system is to be developed by the Agency over a period of time. The Cajun Area Agency on Aging, Inc. performs these functions throughout an eight parish area of south Louisiana.

#### B. Presentation of Statements:

In April of 1984, the Financial Accounting Foundation established the Governmental Accounting Standards Board (GASB) to promulgate generally accepted accounting principles and reporting standards with respect to activities and transactions of state and local governmental entities. In November of 1984, the GASB issued a codification of governmental accounting and financial reporting standards. This codification and subsequent GASB pronouncements are

# COMBINED STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES ALL GOVERNMENTAL FUND TYPES

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana Year Ended June 30, 1996 and 1995

		CDECTAL	TOTA	
	GENERAL	SPECIAL REVENUE	1996	1995
REVENUE				
Intergovernmental	s -	\$3,351,702	\$3,351,702	\$3,351,009
Miscellaneous	23,179	30,973	54,152	50,585
Total revenue	\$23,179	\$3,382,675	\$3,405,854	\$3,401,594
EXPENDITURES				
Salaries	\$ <del>-</del>	\$ 119,493	\$ 119,493	\$ 118,789
Fringe	_	35,352	35,352	34,236
Travel	-	6,411	6,411	6,263
Operating service	-	67,818	67,818	62,371
Operating supplies	_	3,564	3,564	3,093
Meals	_	1,426,794	1,426,794	1,412,203
Other costs	319	7,437	7,756	8,468
Capital outlay	_	5,841	5,841	13,544
Sub-recipients	<del></del>	1,722,240	1,722,240	1,789,194
Total expenditures	<u>\$ 319</u>	\$3,394,950	\$3,395,269	\$3,448,161
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	\$22,860	\$ (12,275)	\$ 10,585	\$ (46,567)
TOTAL DIVISION OF THE PARTY OF	<u> </u>	<u> </u>	7 10100	<u>y 1-1013011</u>
OTHER FINANCING SOURCES (USES)				
Operating transfers in	\$ <del>-</del>	\$ 475,641	\$ 475,641	\$ 558,826
Operating transfers out	(2,632)	(473,009)	<u>(475,641)</u>	<u>(558,826)</u>
Total other sources			_	
(uses)	\$(2,632)	<u>\$ 2,632</u>	\$	<u>\$</u>
EXCESS (DEFICIENCY) OF REVENUE				
AND OTHER SOURCES OVER	000 000	A .O CAD.		* .40 509
EXPENDITURES AND OTHER USES	\$20,228	\$ (9,643)	\$ 10,585	\$ (46,567)
FUND BALANCES				
Beginning of year	77,919	108,233	186,152	247,854
Adjustments		<u> </u>	<del></del>	(15, 135)
End of year	\$98,147	\$ 98,590	\$ 196,737	\$ 186,152
	***====	~ >0,0,0	*	*****

The accompanying notes are an integral part of this statement.

Cajun Area Agency on Aging, Inc. Lafayette, Louisiana June 30, 1996 (Continued)

### NOTE 7. INCOME TAX STATUS

The Agency, a non-profit corporation, is exempt from federal income taxes under Section 501 (c) (3) of the Internal Revenue Code.

## NOTE 8. CHANGES IN LONG-TERM DEBT

The following is a summary of transactions relating to the Agency's long-term debt during the fiscal year.

Accumulated unpaid	Balance <u>6/30/95</u>	<u>Additions</u>	<u>Deductions</u>	Balance <u>6/30/96</u>
vacation	\$7,747 ======	\$507	\$187 ====	\$8,067 =====

## NOTE 9. JUDGMENTS, CLAIMS, AND SIMILAR CONTINGENCIES

There is no litigation pending against the Agency at June 30, 1996. Furthermore, the Agency's management believes that any potential lawsuits would be adequately covered by insurance.

The Agency receives revenue from various Federal and State grant programs which are subject to final review and approval as to allowability of expenditures by the respective grantor agencies.

Any settlements or expenses arising out of a final review are recognized in the period in which agreed upon by the grantor and the Agency. Also, it is management's opinion that any audits by the grantor agencies would not produce disallowed program costs and liabilities to such an extent that they would materially affect the Agency's financial position.

## NOTE 10. FEDERALLY ASSISTED PROGRAMS

The Agency participates in a number of federally assisted programs. These programs are audited in accordance with the <u>Single Audit Act of 1984</u>. Audits of prior years have not resulted in any disallowed costs; however, grantor agencies may provide for further examinations. Based on prior experience, the Agency's management believes that further examinations would not result in any significant disallowed costs.