

SABINE HUMANE SOCIETY, INC.

**ANNUAL FINANCIAL REPORT
JULY 31, 2020**

Sabine Humane Society, Inc.
Financial Report
July 31, 2020

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T | C | B | T
THOMAS, CUNNINGHAM, BROADWAY & TODTENBIER
Certified Public Accountants

Eddie G. Johnson, CPA - A Professional Corporation (1927-1996)

Mark D. Thomas, CPA - A Professional Corporation

Roger M. Cunningham, CPA - A Professional Corporation

Jessica H. Broadway, CPA - A Professional Corporation

Ryan E. Todtenbier, CPA - A Professional Corporation

321 Bienville Street
Natchitoches, Louisiana 71457
(318) 352-3652
Fax (318) 352-4447

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors
of the Sabine Humane Society, Inc.

We have reviewed the accompanying statement of financial position of the Sabine Humane Society, Inc. (a nonprofit organization) as of July 31, 2020, and the related statements of activities, functional expenses and cash flows for the year then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Sabine Humane Society's management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

The management of the Society is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants, and the standards applicable to review engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

Other Matter Paragraphs

Other Reporting Requirements

In accordance with the *Louisiana Governmental Audit Guide* and the provisions of state law, we have issued a report dated October 6, 2020, on the results of our agreed-upon procedures on pages 15 through 17. In addition, pages 18 through 19 present the Louisiana Attestation Questionnaire.

Thomas, Cunningham, Broadway + Todtenbier, CPA's

Thomas, Cunningham, Broadway & Todtenbier, CPA's
Natchitoches, Louisiana

October 6, 2020

FINANCIAL STATEMENTS

Sabine Humane Society, Inc.
Statement of Financial Position
Year Ended July 31, 2020

ASSETS:

Current Assets:

Cash & Cash Equivalents	\$ 447,807
Prepaid Insurance	<u>2,215</u>
Total Current Assets	<u>\$ 450,022</u>

Non-current Assets:

Capital Assets:

Property & Equipment	\$ 508,654
Less: Accumulated Depreciation	<u>(155,711)</u>
Capital Assets, net	<u>\$ 352,943</u>

Other Assets:

Deposits	\$ <u>575</u>
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Total Assets	<u>\$ 803,540</u>
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LIABILITIES:

Current Liabilities:

Accounts Payable	\$ 4,767
Accrued Wages	3,575
Payroll Liabilities	<u>2,107</u>
Total Liabilities	<u>\$ 10,449</u>

NET ASSETS:

Without Donor Restrictions	<u>\$ 793,091</u>
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See accompanying notes and independent accountant's review report.

Sabine Humane Society, Inc.
Statement of Activities
Year Ended July 31, 2020

Revenues:	
Property Taxes	\$320,686
Adoptions	12,900
Revenue Sharing-Sabine Sheriff	10,477
Contributions	19,050
Membership Dues	1,269
Interest	2,507
Other	<u>616</u>
Total Revenues	<u>\$367,505</u>
Expenses:	
Program Services-	
Animal Care	\$221,952
Supporting Services-	
Management & General	67,430
Fundraising	<u>1,809</u>
Total Expenses	<u>\$291,191</u>
Increase in Net Assets	\$ 76,314
Net Assets, Beginning of Year	<u>716,777</u>
Net Assets, End of Year	<u>\$793,091</u>

See accompanying notes and independent accountant's review report.

Sabine Humane Society, Inc.
Statement of Functional Expenses
For the Year Ended July 31, 2020

EXPENSES:	<u>Program Services</u>	<u>Supporting Services</u>		<u>Total</u>	<u>Total Expenses</u>
	<u>Animal Care</u>	<u>Management & General</u>	<u>Fundraising</u>	<u>Supporting Services</u>	
Marketing & Promotions	\$ -	\$ -	\$ 1,645	\$ 1,645	\$ 1,645
Accounting Services	-	18,575	-	18,575	18,575
Auto Expense	2,440	814	-	814	3,254
Depreciation	14,055	4,685	-	4,685	18,740
Feed	17,509	-	-	-	17,509
Insurance	5,201	1,734	-	1,734	6,935
Medicine	24,385	-	-	-	24,385
Office Expense	653	5,310	164	5,474	6,127
Operating Supplies	4,546	1,648	-	1,648	6,194
Outside Services	6,783	2,261	-	2,261	9,044
Repairs & Maintenance	7,244	2,414	-	2,414	9,658
Telephone	1,766	588	-	588	2,354
Utilities	11,653	3,884	-	3,884	15,537
Veterinary Fees	49,167	-	-	-	49,167
Volunteer Appreciation	432	144	-	144	576
Wages & Related Tax	76,118	25,373	-	25,373	101,491
	<u>\$ 221,952</u>	<u>\$ 67,430</u>	<u>\$ 1,809</u>	<u>\$ 69,239</u>	<u>\$ 291,191</u>

See accompanying notes and independent accountant's review report.

Sabine Humane Society, Inc.
Statement of Cash Flows
Year Ended July 31, 2020

CASH FLOWS FROM OPERATING ACTIVITIES:

Operating Income	\$ 76,314
Adjustments to Reconcile Increase in Net Assets to Net Cash Provided by Operating Activities:	
Depreciation	18,740
(Increase) Decrease in Prepaid Expenses	(622)
Increase (Decrease) in Payroll Liabilities	2,042
Increase (Decrease) in Accounts Payable	<u>(1,980)</u>
Net Cash Provided by Operating Activities	\$ 94,494

CASH FLOWS FROM FINANCING ACTIVITIES:

Purchase of Assets, Furniture & Equipment	<u>(38,719)</u>
Net Increase in Cash	\$ 55,775
Cash at Beginning of Year	<u>392,032</u>
Cash at End of Year	<u>\$447,807</u>

See accompanying notes and independent accountant's review report.

NOTES TO FINANCIAL STATEMENTS

Sabine Humane Society, Inc.
Notes to Financial Statements
July 31, 2020

Introduction:

The Sabine Humane Society, Inc. (hereafter referred to as the Society) was incorporated as a nonprofit organization on November 10, 1997, under the laws of the State of Louisiana. The Society serves all of Sabine Parish. The purpose of the Society is the prevention of cruelty to animals, relief of suffering among animals, and the extension of humane education. The Society operates under a five-member Board of Directors, whose term of appointment is three years.

1. Significant Accounting Policies:

The accounting and reporting policies of Sabine Humane Society, Inc., conform to generally accepted accounting principles as applicable to non-profit organizations, and are applied on a consistent basis between periods.

The following is a summary of certain significant accounting policies and practices:

- A. Financial Statement Presentation - The Society has adopted FASB Accounting Standard Update 2016-14 “*Not-for-Profit Organizations (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*”. Under FASB ASU 2016-14, the Society is required to report information regarding its financial position and activities according to two classes of net assets: net assets with donor restrictions and net assets without donor restrictions. In addition, the Society is required to present a statement of cash flows.
- B. Basis of Accounting - The Society uses the accrual basis of accounting. Revenues are recognized when they become measurable and available as net current assets. Expenditures are generally recognized when they are incurred. Purchases of various operating supplies are regarded as expenditures at the time purchased.
- C. Use of Estimates - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.
- D. Capital Assets - Depreciation on all exhaustible capital assets is charged as an expense against the operations of the Society. Assets are recorded at cost if purchased or at market value at time of donation. Depreciation is calculated using the straight-line method over the estimated useful lives of the assets ranging from 3 to 50 years. Depreciation expense for the current year is \$18,740. Accumulated depreciation was \$155,711 at July 31, 2020.
- E. Long-Term Liabilities - The Sabine Humane Society, Inc. had no long-term debt as of July 31, 2020.
- F. Income Taxes - The Society is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private Society. The Society’s Form 990, *Return of Organization Exempt from Income Tax*, for the years ending July 31, 2017 – 2020 are subject to examination by the IRS, generally for three years after they were filed.

Sabine Humane Society, Inc.
Notes to Financial Statements
July 31, 2020

G. Cash and Equivalents - For the statements of cash flows, the Society considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

H. Functional Allocation of Expenses - Functional expenses are allocated between program services and supporting services. Supporting services include fundraising and administrative activities. General and administrative expenses include those expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of the Society.

2. Cash and Cash Equivalents:

On July 31, 2020, cash and cash equivalents totaled \$447,807 (book balances), including \$200 petty cash. Bank balances on July 31, 2020 totaled \$445,904, \$413,110 of which was secured by FDIC Insurance leaving \$32,794 unsecured.

3. Capital Assets:

The following is a summary of changes in capital assets for the Society for the year ended July 31, 2020:

	Balance <u>7/31/19</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>7/31/20</u>
Non-Depreciable Capital Assets-				
Land	\$ <u>39,753</u>	\$ <u>0</u>	\$0	\$ <u>39,753</u>
Depreciable Capital Assets-				
Buildings	\$ 365,536	\$ 0	\$0	\$ 365,536
Vehicles	31,279	38,719	0	69,998
Equipment	<u>33,367</u>	<u>0</u>	<u>0</u>	<u>33,367</u>
Total Depreciable Capital Assets	\$ <u>430,182</u>	\$ <u>38,719</u>	\$0	\$ <u>468,901</u>
Total Capital Assets	\$ <u>469,935</u>	\$ <u>0</u>	\$0	\$ <u>508,654</u>
Less: Accumulated Depreciation	\$(<u>136,971</u>)	\$(<u>18,740</u>)	\$0	\$(<u>155,711</u>)
Total Capital Assets, Net	\$ <u>332,964</u>	\$ <u>19,979</u>	\$0	\$ <u>352,943</u>

Depreciation expense for the current year totaled \$18,740.

4. Compensation Paid to Board Members:

The members of the Board of Directors receive no compensation for their services.

5. Contributions:

The Society has adopted FASB Accounting Standard Update 2016-14 "Not-for-Profit Organizations (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities". Contributions received are recorded as support with or without donor restrictions depending on the existence or nature of any donor-imposed restrictions. All contributions received in the current year were without donor restrictions.

Sabine Humane Society, Inc.
Notes to Financial Statements
July 31, 2020

6. Ad Valorem Taxes:

Taxes are levied by the Society in June or July and are billed to taxpayers in November. Ad valorem taxes attach as an enforceable lien on property as of December 31 of each year. Billed taxes become delinquent on January 1 of the following year. Revenues from ad valorem taxes are recognized as revenue when billed.

The Sabine Parish Sheriff's Office bills and collects property tax for the Society. Collections are remitted to the Society monthly. Total taxes remitted to the Society during the current year were \$320,686. Ad Valorem taxes approximate 87% of the Society's total revenue for the current year.

Property Tax Calendar

Assessment date	January 1
Levy date	June 30
Tax bills mailed	October 15
Total taxes are due	December 31
Penalties and interest added	January 31
Lien date	January 31
Tax Sale	May 15

The Society is permitted to levy taxes up to 10% of the assessed property valuation for each specified purpose after the approval by the voters of the Parish.

Assessed values are established by the Sabine Parish Tax Assessor each year on a uniform basis at the following ratios to fair market value:

10% land	15% machinery
10% residential improvements	15% commercial improvements
15% industrial improvements	25% public service properties, excluding land

For the year ended July 31, 2020, taxes of 1.67 mills were levied on property with an assessed valuation totaling \$216,843,226. Louisiana law exempts the first \$7,500 of assessed value of a taxpayer's primary residence from parish property taxes. This homestead exemption was a total of \$39,734,934 of the assessed value in 2019.

7. Asset Liquidity:

The Society regularly monitors the availability of resources required to meet its operating needs and other contractual commitments. For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Society considers all expenditures related to its regular, recurring, and ongoing program service activities as well as the conduct of services undertaken to support those activities to be general expenditures. The Society anticipates revenues to be sufficient to meet its general expenditure needs.

Sabine Humane Society, Inc.
Notes to Financial Statements
July 31, 2020

The Society does not consider assets including deposits and fixed assets to be available for general expenditure. Deposits cannot be liquidated without terminating necessary services. Fixed assets cannot be liquidated due to donor and self-imposed restrictions. As of July 31, 2020, the following schedule identifies financial assets that could be made readily available within one year of the statement of financial position date to meet general expenditures:

Cash and cash equivalents	\$447,807
Prepaid Insurance	2,215
Deposits	575
Fixed Assets, net of accumulated depreciation	<u>352,943</u>
Total financial assets, period end	\$803,540
Less, those unavailable for general expenditures within one year, due to:	
Fixed Assets, net of accumulated depreciation	352,943
Deposits	<u>575</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$450,022</u>

8. Newly Adopted Accounting Pronouncements:

The Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2014-09 *Revenue from Contracts with Customers (Topic 606)*, to update its revenue recognition standard to clarify the principles of recognizing revenue and eliminate industry-specific guidance as well as help financial statement users better understand the nature, amount, timing, and uncertainty of revenue that is recognized. The standard may be applied either retrospectively to each period presented or as a cumulative-effect adjustment as of the date of adoption. The Society adopted this standard effective August 1, 2019 using the modified retrospective approach. The adoption did not have a significant impact on the Society's financial statements and no adjustment was necessary to the beginning balance of net assets.

In January, 2016, FASB issued Accounting standards Update (ASU) No. 2016-01, *Recognition and Measurement of Financial Assets and Financial Liabilities*, as amended by ASU No. 2018-03, *Technical Corrections and Improvements to Financial Instruments – Overall*. These ASU's changed how certain equity investments are measured with changes in fair value recognized in change in net assets, simplified the impairment assessment process for equity investments without readily determinable fair values, eliminated certain fair value disclosure requirements for financial instruments, and changed presentation requirements for certain financial instruments as well as other situational requirements involving recognition. The Society adopted these provisions effective August 1, 2019. Changes resulting from this adoption only affected certain disclosures related to the fair value of financial instruments. Net assets as previously reported were not affected by the adoption of this ASU.

Sabine Humane Society, Inc.
Notes to Financial Statements
July 31, 2020

In August, 2016, FASB issued Accounting standards Update (ASU) No. 2016-15, *Statement of Cash Flows (Topic 230): Classification of Certain Cash Receipts and Cash Payments* which adds or clarifies guidance on the classification of certain cash receipts and payments in the statement of cash flows. FASB also issued ASU 2016-18, *Statement of Cash Flows (Topic 230): Restricted Cash*, which requires that a statement of cash flows explain the change during the period in total cash, cash equivalents, and amounts generally described as restricted cash or restricted cash equivalents. The Society has elected the nature of the distribution approach and adopted these provisions effective August 1, 2019 on a retrospective basis. The adoption of these ASU's did not have a material impact on the Society's cash flows.

In June 2018, FASB issued Accounting standards Update (ASU) No. 2018-08, *Not-for-Profit Entities (Topic 958), Clarifying the Scope and Accounting Guidance for Contributions Received and Contributions Made*. The amendments in this ASU should assist entities in (1) evaluating whether transactions should be accounted for as contributions (non-reciprocal transactions) within the scope of Topic 958, Not-for-Profit Entities, or as exchange (reciprocal) transactions subject to other guidance and (2) determining whether a contribution is conditional. The implementation of this new standard did not have a material impact on the measurement or recognition of revenue.

9. Accounting Pronouncements Issued but Not Yet in Effect:

In February 2016, FASB issued ASU No. 2016-02, *Leases*. This accounting standard requires lessees to recognize assets and liabilities related to lease arrangements longer than 12 months on the balance sheet as well as additional disclosures. In July 2018, the FASB issued ASU 2018-11, *Leases (Topic 842), Targeted Improvements*, to simplify the lease standard's implementation. The amended guidance relieves businesses and other organizations from the requirement to present prior comparative years' results when they adopt the new lease standard. Instead of recasting prior year results using the new accounting when they adopt the guidance, companies can choose to recognize the cumulative effect of applying the new standard to leased assets and liabilities as an adjustment to the opening balance of net assets. This standard is effective for annual periods beginning after December 15, 2021. The Society is currently assessing the impact of this pronouncement on its financial statements.

10. Related Party Transactions:

The Society had no identified related party transactions for the year ended July 31, 2020.

11. Subsequent Events:

Management has evaluated events through October 6, 2020, the date which the financial statements were available for issue. There were no items to be reported.

SUPPLEMENTARY INFORMATION

T | C | B | T
THOMAS, CUNNINGHAM, BROADWAY & TODTENBIER
Certified Public Accountants

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Natchitoches, Louisiana 71457
(318) 352-3652
Fax (318) 352-4447

**INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES**

Sabine Humane Society, Inc.
520 McDonald Dr.
Many, Louisiana 71449

We have performed the procedures enumerated below, which were agreed to by the Sabine Humane Society, Inc. and the Louisiana Legislative Auditor, on the Society's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended July 31, 2020, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The Society's management is responsible for its financial records and compliance with applicable laws and regulations. The sufficiency of these procedures is solely the responsibility of the specified parties.

Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

FEDERAL, STATE, AND LOCAL AWARDS

1. Obtain the list of federal, state, and local government grant award expenditures for the fiscal year, by grant and grant year, from the Society's management.

Not Applicable.

2. For each federal, state, and local grant award, randomly select six disbursements from each grant administered during the fiscal year, provided that no more than 30 disbursements are selected.

Not Applicable.

3. Obtain documentation for the disbursements selected in Procedure 2. Compare the selected disbursements to supporting documentation, and report whether the disbursements agree to the amount and payee in the supporting documentation.

Not Applicable.

4. Report whether the selected disbursements were coded to the correct fund and general ledger account.

Not Applicable.

5. Report whether the selected disbursements were approved in accordance with the Society's policies and procedures.

Not Applicable.

6. For each selected disbursement made for federal grant awards, obtain the *Compliance Supplement* for the applicable federal program. For each disbursement made for a state or local grant award, or for a federal program not included in the *Compliance Supplement*, obtain the grant agreement. Compare the documentation for each disbursement to the program compliance requirements or the requirements of the grant agreement relating to activities allowed or unallowed, eligibility, and reporting; and report whether the disbursements comply with these requirements.

Not Applicable.

7. Obtain the close-out reports, if required, for any program selected in Procedure 2 that was closed out during the fiscal year. Compare the close-out reports, if applicable, with the Society's financial records; and report whether the amounts in the close-out reports agree with the Society's financial records.

Not Applicable.

OPEN MEETINGS

8. Obtain evidence from management that agendas for meetings recorded in the minute book were posted as required by Louisiana Revised Statute 42:11 through 42:28 (the open meetings law), and report whether there are any exceptions. Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication "Open Meetings Law" available on the Legislative Auditor's website at [https://app.la.state.la.us/llala.nsf/BAADB2991272084786257AB8006EE827/\\$FILE/Open%20Meetings%20Law%20FAQ.pdf](https://app.la.state.la.us/llala.nsf/BAADB2991272084786257AB8006EE827/$FILE/Open%20Meetings%20Law%20FAQ.pdf), to determine whether a non-profit Society is subject to the open meetings law.

Management represented that the Society is only required to post a notice of each meeting and the accompanying agenda on their website and in flyers they distribute. Although management has asserted that such documents were properly posted, no evidence was provided to support management's assertion other than an unmarked copy of the notices and agenda.

BUDGET

9. For each grant exceeding five thousand dollars, obtain the comprehensive grant budgets that the Society provided to the applicable federal, state or local grantor Society. Report whether the budgets for federal, state and local grants included the purpose and duration of the grants; and whether budgets for state grants also included specific goals, objectives, and measures of performance.

Not Applicable.

STATE AUDIT LAW

10. Report whether the Society provided for a timely report in accordance with R.S. 24:513.

The Society's report was submitted to the Legislative Auditor before the statutory due date of January 31, 2021.

11. Inquire of management and report whether the Society entered into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the Society was not in compliance with R.S. 24:513 (the audit law).

The Society's management represented that the Society did not enter into any contracts during the fiscal year that were subject to the public bid law.

12. Obtain and report management's representation as to whether any prior year suggestions, exceptions, recommendations, and/or comments have been resolved.

Not Applicable.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the Society's compliance with the foregoing matters. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on the Society's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

Thomas, Cunningham, Broadway & Todtenbier, CPA's

Thomas, Cunningham, Broadway & Todtenbier, CPA's
Natchitoches, Louisiana

October 6, 2020

SABINE HUMANE SOCIETY
LOUISIANA ATTESTATION QUESTIONNAIRE

Thomas, Cunningham, Broadway & Todtenbier, CPA's
321 Bienville Street
Natchitoches, LA 71457

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of July 31, 2020, and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

Federal, State, and Local Awards

We have detailed for you the amount of federal, state, and local award expenditures for the fiscal year, by grant and grant year.

Yes [] No []

All transactions relating to federal, state, and local grants have been properly recorded within our accounting records and reported to the appropriate state, federal, and local grantor officials.

Yes [] No []

The reports filed with federal, state, and local agencies are properly supported by books of original entry and supporting documentation.

Yes [] No []

We have complied with all applicable specific requirements of all federal, state, and local programs we administer, to include matters contained in the OMB Compliance Supplement, matters contained in the grant awards, eligibility requirements, activities allowed and unallowed, and reporting and budget requirements.

Yes [] No []

Budget

For each federal, state, and local grant we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance.

Yes [] No []

Reporting

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes [] No []

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes [] No []

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [] No

Prior-Year Comments

We have resolved all prior-year recommendations and/or comments.

Yes No []

General

We are responsible for our compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes No []

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes No []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations.

Yes No []

We have made available to you all records that we believe are relevant to the foregoing agreed-upon procedures.

Yes No []

We have provided you with any communications from regulatory agencies, internal auditors, other independent practitioners or consultants or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of your report.

Yes No []

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur up to the date of your report.

Yes No []

The previous responses have been made to the best of our belief and knowledge.

Signed by and title Jackie Conyer - President