

ST. LANDRY COUNCIL ON AGING, INC.

Opelousas, Louisiana

Financial Report

Year Ended June 30, 2021

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

The Board of Directors
St. Landry Council on Aging, Inc.
Opelousas, Louisiana

We have reviewed the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of St. Landry Council on Aging, Inc., as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of 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, I we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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 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 AICPA. 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 accordance with accounting principles generally accepted in the United States of America.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on page 33 through page 39 be presented to supplement the basic financial statements. Such information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context. Such information is the responsibility of management. We have not audited, reviewed, or compiled the required supplementary information and we do not express an opinion, a conclusion, nor provide any assurance on it.

Darnall, Sikes & Frederick

A Corporation of Certified Public Accountants

Eunice, Louisiana
December 15, 2021

GOVERNMENT WIDE FINANCIAL STATEMENTS

ST. LANDRY COUNCIL ON AGING, INC.

Government Wide Statement of Net position
June 30, 2021

	Governmental Activities
ASSETS	
Cash	\$ 57,746
Cash - reserved	9,006
Grants and contracts receivable	46,223
Prepaid expenditures	6,705
Capital assets, net of accumulated depreciation	<u>152,364</u>
Total Assets	<u>272,044</u>
LIABILITIES	
Accounts payable	6,205
Accrued payroll and related benefits payable	4,047
Note payable:	
Current portion	6,502
Non-current portion	<u>52,479</u>
Total Liabilities	<u>69,233</u>
NET POSITION	
Invested in Capital Assets, net of debt	93,383
Restricted for:	
Prepaid expenditures	6,705
Debt service	9,006
Utility assistance	6,941
Unrestricted	<u>86,776</u>
Total Net Position	<u>\$ 202,811</u>

The accompanying notes are an integral part of this statement.

ST. LANDRY COUNCIL ON AGING, INC.

Government Wide Statement of Activities
Year Ended June 30, 2021

<u>Function/Programs</u>	<u>Direct Expenses</u>	<u>Indirect Expenses</u>
Governmental Activities		
Health, Welfare & Social Services:		
Supportive Services:		
Homemaker	\$ 70,141	\$ 14,070
Information and assistance	11,020	2,363
Telephoning	6,973	1,497
Outreach	5,593	1,233
Transportation	19,224	23,347
Nutrition Services:		
Congregate meals	24,352	9,135
Nutrition education	1,289	516
Home delivered meals	133,574	50,272
Utility Assistance	-	-
National family caregiver support:		
Respite Care	25,160	9,487
Information and assistance	6,212	2,305
Sitter Service	6,272	2,365
Senior center:		
Recreation	10,414	3,919
Administration	<u>139,230</u>	<u>(120,509)</u>
Total governmental activities	<u>\$ 459,454</u>	<u>\$ -</u>

Charges for Services	Program Revenues		Total Governmental Activities	Net (Expense) Revenue and Increases (Decreases) in Net Assets
	Operating Grants and Contributions	Capital Grants and Contributions		
\$ 3,147	\$ 54,003	\$ -	\$	(27,061)
-	8,582	-		(4,801)
-	5,432	-		(3,038)
-	4,377	-		(2,449)
4,862	27,300	-		(10,409)
5,493	30,744	-		2,750
-	1,657	-		(148)
14,075	81,867	-		(87,904)
-	1,716	-		1,716
-	18,003	-		(16,644)
-	4,426	-		(4,091)
-	4,488	-		(4,149)
-	103,424	-		89,091
-	18,721	-		-
<u>\$ 27,577</u>	<u>\$ 364,740</u>	<u>\$ -</u>		<u>(67,137)</u>

General Revenues:

Grants and contributions not restricted to specific programs	88,224
Miscellaneous	<u>18,407</u>
Total general revenues and special items	<u>106,631</u>
Change in net position	39,494
Net position - beginning of the year	<u>163,317</u>
Net position - end of the year	<u>\$ 202,811</u>

The accompanying notes are an integral part of this statement.

FUND FINANCIAL STATEMENTS

ST. LANDRY COUNCIL ON AGING, INC.

Balance Sheet
Governmental Funds
June 30, 2021

	General Fund	Title IIIB	Title III C-1	Title III C-2	Title III E	Non-Major Funds	Total
ASSETS							
Cash	\$ 57,746	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,746
Cash - reserved	9,006	-	-	-	-	-	9,006
Due from other funds	-	-	-	-	-	6,941	6,941
Grants and contracts receivable	46,223	-	-	-	-	-	46,223
Prepaid expenditures	<u>6,705</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,705</u>
Total Assets	<u>119,680</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,941</u>	<u>126,621</u>
LIABILITIES AND FUND BALANCES							
LIABILITIES							
Accounts payable	6,205	-	-	-	-	-	6,205
Accrued payroll and related benefits	4,047	-	-	-	-	-	4,047
Due to other funds	<u>6,941</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,941</u>
Total Liabilities	<u>17,193</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>17,193</u>
FUND BALANCES							
Nonspendable:							
Prepaid expenditures	6,705	-	-	-	-	-	6,705
Restricted for:							
Utility Assistance	-	-	-	-	-	6,941	6,941
Debt service	9,006	-	-	-	-	-	9,006
Unassigned	<u>86,776</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>86,776</u>
Total Fund Balances	<u>102,487</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,941</u>	<u>109,428</u>
Total Liabilities and Fund Balances	<u>\$ 119,680</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,941</u>	<u>\$ 126,621</u>

The accompanying notes are an integral part of this statement.

ST. LANDRY COUNCIL ON AGING, INC.

Reconciliation of Governmental Funds
Balance Sheet to the Statement of Net position
June 30, 2021

Total fund balances for governmental funds at June 30, 2021	\$ 109,428
Total net position reported for governmental activities in the statement of net position is different because:	
Notes payable are not due and payable in the current period and therefore are not reported in the funds	(58,981)
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds, net of accumulated depreciation totaling \$229,332	<u>152,364</u>
Total net position of governmental activities at June 30, 2021	<u>\$ 202,811</u>

The accompanying notes are an integral part of this statement.

ST. LANDRY COUNCIL ON AGING, INC.

Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
Year Ended June 30, 2021

	General Fund	Title III B	Title III C-1	Title III C-2	Title III E	Non-Major Funds	Total Governmental Funds
REVENUES							
Intergovernmental:							
Governor's Office of Elderly Affairs	\$203,424	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 203,424
Cajun Area Agency on Aging, Inc.	-	99,694	32,401	81,867	26,917	-	240,879
Program Service Fees:							
Transportation	-	4,862	-	-	-	-	4,862
Homemaker	-	3,147	-	-	-	-	3,147
Home delivered meals	-	-	-	14,075	-	-	14,075
Congregate meals	-	-	5,493	-	-	-	5,493
Local and miscellaneous:							
Municipalities	5,821	-	-	-	-	-	5,821
Trips	1,124	-	-	-	-	-	1,124
Utility assistance	-	-	-	-	-	1,716	1,716
Miscellaneous	18,407	-	-	-	-	-	18,407
Total Revenues	<u>228,776</u>	<u>107,703</u>	<u>37,894</u>	<u>95,942</u>	<u>26,917</u>	<u>1,716</u>	<u>498,948</u>
EXPENDITURES							
Health, Welfare, & Social Services							
Current:							
Personnel	7,555	108,539	25,276	121,424	40,041	-	302,835
Fringe	786	11,291	2,629	12,631	4,165	-	31,502
Travel	2	3,676	1,010	21,467	7	-	26,162
Operating services	2,225	20,433	4,378	22,808	6,426	-	56,270
Operating supplies	598	11,049	1,902	5,016	1,020	-	19,585
Other costs	39	472	96	501	141	-	1,249
Debt service -							
Principal	9,262	-	-	-	-	-	9,262
Interest	3,044	-	-	-	-	-	3,044
Total Expenditures	<u>23,511</u>	<u>155,460</u>	<u>35,291</u>	<u>183,847</u>	<u>51,800</u>	<u>-</u>	<u>449,909</u>
Excess (deficiency) of revenues over expenditures	<u>205,265</u>	<u>(47,757)</u>	<u>2,603</u>	<u>(87,905)</u>	<u>(24,883)</u>	<u>1,716</u>	<u>49,039</u>
OTHER FINANCING SOURCES (USES)							
Transfers in	-	47,757	-	87,905	24,883	-	160,545
Transfers out	<u>(157,942)</u>	<u>-</u>	<u>(2,603)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(160,545)</u>
Total other financing sources and uses	<u>(157,942)</u>	<u>47,757</u>	<u>(2,603)</u>	<u>87,905</u>	<u>24,883</u>	<u>-</u>	<u>-</u>
Net increase in fund balances	47,323	-	-	-	-	1,716	49,039
FUND BALANCES							
Beginning of the year	<u>55,164</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,225</u>	<u>60,389</u>
End of the year	<u>\$102,487</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,941</u>	<u>\$ 109,428</u>

The accompanying notes are an integral part of this statement.

ST. LANDRY COUNCIL ON AGING, INC.

Reconciliation of the Statement of Revenues, Expenditures and
Changes in Fund Balances of Governmental Funds
to the Statement of Activities
Year Ended June 30, 2021

Net increase in fund balances - total governmental funds	\$ 49,039
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation expense (\$18,807) exceeds capital outlay (\$0) during the year	(18,807)
Governmental funds report principal payments on debt as expenditures. However, in the statement of activities these payments are recorded as a reduction in the note payable and not an expense	<u>9,262</u>
Increase in net position of governmental activities	<u>\$ 39,494</u>

The accompanying notes are an integral part of this statement.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting and reporting policies of St. Landry Council on Aging, Inc. (the Council) conform to the accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental and financial reporting principles. Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements. The following is a summary of certain significant accounting policies used by the Council:

A. Purpose of the Council on Aging

The purpose of the Council is to collect facts and statistics and make special studies of conditions pertaining to the employment, financial status, recreation, social adjustment, mental and physical health or other conditions affecting the welfare of the aging people in St. Landry Parish; to keep abreast of the latest developments in these fields of activity throughout Louisiana and the United States; to interpret its findings to the citizens of the parish and state; to provide for a mutual exchange of ideas and information on the parish and state level; to conduct public meetings; to make recommendations for needed improvements and additional resources; to promote the welfare of aging people; to coordinate and monitor services of other local agencies serving the aging people of the parish; to assist and cooperate with the Governor's Office of Elderly Affairs (GOEA) and other departments of state and local government serving the elderly; and to make recommendations relevant to the planning and delivery of services to the elderly of the parish.

Specific services provided by the Council to the elderly residents of St. Landry Parish include providing congregate and home delivered meals, nutritional education, personal care, information and assistance, outreach, material aid, utility assistance, homemakers, recreation, legal assistance, disease prevention, health promotion, and transportation.

B. Reporting Entity

In 1964, the State of Louisiana passed Act 456 authorizing the charter of a voluntary council on aging for the welfare of the aging people in each parish of Louisiana. In 1979, the Louisiana Legislature created the Governor's Office of Elderly Affairs (GOEA) (La. R.S. 46:931) with the specific intention that GOEA administer and coordinate social services and programs for the elderly population of Louisiana through sixty-four parish voluntary councils on aging.

Before a council on aging can begin operations in a specific parish, its application for a charter must receive approval from GOEA pursuant to Louisiana Revised Statute (La. R.S.) 46:1602. Each council on aging in Louisiana must comply with the state laws that apply to quasi-public agencies, as well as the policies and regulations established by GOEA.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The St. Landry Council on Aging, Inc. is a legally separate, non-profit, quasi-public corporation. The Council incorporated under the provisions of Title 12, Chapter 2 of the Louisiana Revised Statutes on October 11, 1972 and subsequently received its charter from the Governor of the State of Louisiana.

A board of directors, consisting of 15 voluntary members, who serve three-year terms, governs the Council. The board of directors is comprised of, but not limited to, representatives of the Parish's elderly population, general public, private businesses, and elected public officials. Board members are elected in the following manner:

- All members from throughout St. Landry Parish shall be elected by the general membership at the Council's annual meeting.

Membership in the Council is open at all times, without restriction, to all residents of St. Landry Parish who have reached the age of majority and who express an interest in the Council and wish to contribute to or share in its programs. Membership fees are not charged.

Based on the criteria set forth in GASB Statement 14, *The Financial Reporting Entity*, the Council is not a component unit of another primary government, nor does it have any component units that are related to it. In addition, based on the criteria set forth in this statement, the Council has presented its financial statements as a special-purpose, stand-alone government; accordingly, it is applying the provisions of Statement 14 as if it were a primary government.

C. Presentation of Statements

The Council's basic financial statements consist of "government-wide" financial statements on all activities of the Council, which are designed to report the Council as a whole entity, and "fund" financial statements, which purpose are to report individual major governmental funds and combined nonmajor governmental funds.

Both the government-wide and fund financial statements categorize primary activities as either "governmental" or "business" type. The Council's functions and programs have all been categorized as "governmental" activities. The Council does not have any business-type activities, fiduciary funds, or any component units that are fiduciary in nature. Accordingly, the government-wide financial statements do not include any of these activities or funds.

D. Basic Financial Statements - Government-Wide Statements

The government-wide financial statements include the Statement of Net position and the Statement of Activities for all activities of the Council. As a general rule, the effect of interfund activity has been eliminated from these statements. The government-wide

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

presentation focuses primarily on the sustainability of the Council as an entity and the change in its net position (financial position) resulting from the activities of the current fiscal year. Intergovernmental revenues primarily support governmental activities.

In the government-wide Statement of Net position only one column of numbers has been presented for total governmental activities. The numbers are presented on a consolidated basis and represent only governmental type activities.

The Statement of Net position has been prepared on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Council's net position are reported in three parts – invested in capital assets, net of related debt; restricted net position; and unrestricted net position.

The government-wide Statement of Activities reports both the gross and net cost of each of the Council's functions and significant programs. Many functions and programs are supported by general government revenues like intergovernmental revenues, and unrestricted public support, particularly if the function or program has a net cost. The Statement of Activities begins by presenting gross direct and indirect expenses that include depreciation and amortization, and then reduces the expenses by related program revenues, such as charges for services, operating and capital grants, and restricted contributions, to derive the net cost of each function or program. Program revenues must be directly associated with the function or program to be used to directly offset its cost. Operating grants include operating-specific and discretionary (either operating or capital) grants, while the capital grants column reflects capital-specific grants.

Direct expenses reported in the Statement of Activities are those that are clearly identifiable with a specific function or program, whereas, the Council allocates its indirect expenses among various functions and programs in accordance with OMB Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments*. The Statements of Activities shows this allocation in a separate column labeled "indirect expenses."

In the Statements of Activities, charges for services represent program revenues obtained by the Council when it renders services provided by a specific function or program to people or other entities. Unrestricted contributions, unrestricted grants, interest income and miscellaneous revenues that are not included among program revenues are reported instead as general revenues in the statement. Special items, if any, are significant transactions within the control of management that are either unusual in nature or infrequent in occurrence and are separately reported below general revenues. The Council did not have any material special items this year.

E. Basic Financial Statements - Fund Financial Statements

The fund financial statements present financial information very similar to that which was included in the general-purpose financial statements issued by governmental entities before GASB Statement No. 34 required the format change.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The daily accounts and operations of the Council continue to be organized using funds. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain governmental functions or activities. 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. Government 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 Council uses governmental fund types. The focus of the governmental funds' measurement (in the fund statements) is on determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than on net income. An additional emphasis is placed on major funds within the governmental fund types. A fund is considered major if it is the primary operating fund of the Council or if its total assets, liabilities, revenues, or expenditures are at least 10% of the corresponding total for all funds of that category or type. In addition, management may also choose to report any other governmental fund as a major fund if it believes the fund is particularly important to financial statement users. The nonmajor funds are summarized by category or fund type into a single column in the fund financial statements.

Governmental fund equity is called the fund balance. Fund balance is further classified on a hierarchy that shows, from the highest to the lowest, the level or form of constraints on fund balance and accordingly, the extent to which the Council is bound to honor them; nonspendable, restricted, committed, assigned, and unassigned.

The following is a description of the governmental funds of the Council:

The General Fund is the primary operating fund of the Council and is used to account for all financial resources except those required to be accounted for in another fund. The following is a description of the programs or funding sources that comprise the Council's General Fund:

Local Programs and Funding are revenues that are not required to be accounted for in a specific program or fund. Accordingly, these revenues have been recorded in the local program of the General Fund. These funds are mostly unrestricted, which means they may be used at management's discretion. Expenditures to acquire fixed assets, and expenditures for costs not allowed by another program due to budget limitations or the nature of the expenditures, are charged to the local program. Because of their unrestricted nature, local funds are often transferred to other programs to eliminate deficits in cases where the expenditures of the other programs exceeded their revenues. In addition, capital outlay expenditures are usually made with local funds to minimize restrictions on the used and disposition of fixed assets.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

PCOA (Act 735) funds are appropriated annually for the Council by the Louisiana Legislature and remitted to the Council via the Governor's Office of Elderly Affairs (GOEA). The Council's management may use these "Act 735" funds at its discretion to fund any of its programs provided the program is benefiting elderly people (those who are at least 60 years old). During the year, the Council received this grant money into its General Fund and management transferred \$85,302 of its PCOA (\$100,000) grant funds to the Title III funds to help pay for program expenditures of those funds.

The Senior Center Fund and Supplemental Senior Center Funds are also appropriated annually for the Council and remitted to the Council via GOEA. These grant funds can be used at management's discretion to pay for costs of any program involving elderly persons who are at least 60 years old. To obtain supportive services and participate in activities which foster their independences, enhance their dignity, and encourage their involvement in and with the community, the elderly person will come to a "senior center." The Council operates two senior centers in St. Landry Parish. During the year, management transferred \$59,404 of its Senior Center grant funds totaling \$103,424 to the Title III funds to subsidize those programs' costs of providing supportive services to elderly persons who used the senior center. The remaining \$44,019 grant funds were used for Senior Center expenditures.

Medicaid is a program where the Council provides services for which it is paid a fee by Medicaid.

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. The term "*proceeds of specific revenue sources*" establishes that one or more specific restricted or committed revenues should be the foundation for a special revenue fund. A large percentage of the Council's special revenue funds are Title III funds. These funds are provided by the United States Department of Health and Human Services - Administration on Aging to the Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Council.

The Council has established several special revenue funds. The following are brief descriptions of the purpose of each special revenue and their classification as either a major or nonmajor governmental fund:

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Major Special Revenue Funds

The Title III B Fund accounts for funds which are used to provide various types of supportive social services to the elderly. GOEA has established the criteria for defining a qualifying unit of service for each Title III program. Specific supportive services, along with the number of units provided during the fiscal year, are as follows:

	<u>Units</u>
Information and assistance	873
Outreach	346
Homemaker	4,089
Transportation	4,660
Telephoning	7,645

There were two main sources of revenues received this year that form the basis of this fund: Grants from GOEA via CAAA for Special Programs for the Aging _ Title III, Part B _ Supportive Services (\$99,694) and restricted, voluntary public support from person who actually received homemaker (\$3,147) and transportation (\$4,862) services under this program.

Title III C-1 Fund receives funding from United States Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs, which "passes through" the funds to the Council. This fund is used to account for funds which are used to provide nutritional, congregate meals to the elderly in strategically located centers. During the fiscal year ended June 30, 2021, the Council served about 2,250 congregate meals to eligible participants.

There were two main sources of revenue received this year that form the basis of this fund: Grants from GOEA via CAAA for Special Programs for the Aging _ Title III, Part C-1 _ Nutrition Services (\$32,401) and restricted, voluntary contributions from those persons who received congregate meals (\$5,493).

The Title III C-2 Fund is used to account for funds that are used to provide nutritional meals to homebound people who are age 60 or older. Using Title III C-2 funds the Council served 57,808 meals during the year to people eligible to participate in this program.

There were two main sources of revenue received this year that form the basis of this fund: Grants from GOEA via CAAA for Special Programs for the Aging _ Title III, Part C-2 _ Nutrition Services (\$81,867) and restricted, voluntary contributions from the public (\$14,075), including those persons actually receiving home-delivered meal services.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The Title III E Fund is used to account for funds used to provide services, such as; (1) information to caregivers about available services, (2) assistance to caregivers in gaining access to the services, (3) individual counseling, (4) organizational support groups, (5) caregiver training to caregivers in making decisions and solving problems relating to their caregiving roles, (6) respite care to enable caregivers to be temporarily relieved from their caregiving responsibilities, and (7) supplemental services, on a limited basis, to complement the care provided by caregivers. During the fiscal year, 246 units of information and assistance, 545 units of in-home respite, and 452 units of sitter service were provided under the Title III E program. The main source of the revenue forming the basis for this fund is a grant the Council received from GOEA via CAAA for the Title III, Part E _ National Family Caregivers Support Program (\$26,917).

Non-Major Special Revenue Funds

The Energy Assistance Fund is used to account for the administration of utility assistance programs that are sponsored by local utility companies. The companies collect contributions from service customers and remit the funds to the parish councils on the aging throughout the state to provide assistance to the elderly for the payment of their utility bills. No indirect or administration expenses can be paid for with these funds.

F. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Accrual Basis – Government-Wide Financial Statements (GWFS):

The government-wide financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred. Regardless of the time of related cash flows.

Modified Accrual Basis – Fund Financial Statements (FFS):

Governmental fund level financial statements are reported using a current financial resources measurement focus and the modified accrual basis of accounting. A current financial resources measurement focus means that only current assets and current liabilities are generally included on the fund balance sheet. The operating statements of the funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Council considers revenues to be "available" if they are collected within 60 days of the current fiscal year end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred, if measurable, except for the following: (1) unmatured principal and interest on long-term debt, if any, are recorded when due, and (2) claims, judgments, and compensated absences are recorded as expenditures when paid with expendable available financial resources. Depreciation and amortization are costs that are not recognized in the governmental funds.

G. Interfund Activity

In the fund financial statements, interfund activity is reported as either loans or transfers. Loans between funds are reported as interfund receivables (due from) and payables (due to) as appropriate. Transfers represent a permanent reallocation of resources between funds. In other words, they are not expected to be repaid.

In the government-wide financial statements, all types of interfund transactions are eliminated when presenting the governmental activity information.

H. Cash and Cash Equivalents

Cash includes amounts in demand deposits, interest-bearing demand deposits, and petty cash. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Cash and cash equivalents are reported at their carrying amounts that equal their fair values.

I. Receivables

The financial statements for the Council do not contain an allowance for uncollectible receivables because management believes all amounts will be collected. However, if management becomes aware of information that would change its assessment about the collectability of any receivable, management would write off the receivable as bad debt at that time.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

J. Prepaid Expenses/Expenditures

Prepaid expenses include amounts paid in advance for goods and services. Prepaid expenses are shown as either current or other assets on the government-wide Statement of Net position, depending on when management expects to realize their benefits.

In the fund financial statements, management has elected not to include amounts paid for future goods and services as expenditures until those services are consumed. This method of accounting for prepaid expenditures helps assure management that costs incurred will be reported in accordance with the Council's cost reimbursement grants. These types of grants do not permit the Council to obtain reimbursement for qualified expenditures until the goods and services relating to them are consumed. As a result, the prepaid expenditures are shown as an asset on the balance sheet of the fund financial statements until they are consumed. In addition, a corresponding amount of the fund balance of the General Fund has been classified as nonspendable to reflect the amount of fund balance not currently available for expenditure.

For purposes of presenting prepaid expenses in the government-wide statements, the Council will follow the same policy it uses to record prepaid expenditures in the fund financial statements with one exception. Disbursements made as "matching" payments to acquire vehicles that will be titled to another government are recorded as a prepaid expense and amortized in the Statement of Net position to better present the economies of this type of transaction and to keep from distorting the Council's transportation expenses in the Statement of Activities. In contrast, 100% of the "matching" payments are reported in the fund financial statements as intergovernmental expenditures when the vehicles are received.

K. Capital Assets

The accounting and reporting treatment used for property, vehicles, and equipment (capital assets) depends on whether the capital assets are reported in the government-wide financial statements or the fund financial statements.

Government-Wide Financial Statements

Capital assets are long-lived assets purchased or acquired with an original cost of at least \$1,000 and have an estimated useful life of greater than one year. When purchased or acquired, these assets are recorded as capital assets in the government-wide statement of Net position. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, then it is recorded at its estimated fair market value at the date of donation. Capital assets will also include major repairs to equipment and vehicles that significantly extend the asset's useful life. Routine repairs and maintenance are expensed as incurred.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

For capital assets recorded in the government-wide financial statements, depreciation is computed and recorded using the straight-line method for the asset's estimated useful life. The Council follows a guideline issued by the State of Louisiana's Office of Statewide Reporting and Accounting to establish the useful lives of the various types of capital assets that are depreciated and the method used to calculate annual depreciation.

Using this guideline, the estimated useful lives of the various classes of depreciable capital assets are as follows:

Building	40 years
Equipment	5-7 years
Vehicles	5 years

When calculating depreciation, the State's guidelines assumes that capital assets will not have any salvage value.

Fund Financial Statements

In the fund financial statements, capital assets used in the Council's operations are accounted for as capital outlay expenditures of the governmental fund that provided the resources to acquire the assets. Depreciation is not computed or recorded on capital assets for purposes of the fund financial statements.

L. Non-Current (Long-term) Liabilities

The accounting treatment of non-current liabilities depends on whether they are reported in the government-wide or fund financial statements. In the government-wide financial statements, all non-current liabilities that will be repaid from governmental resources are reported as liabilities. In the fund financial statements, non-current liabilities for governmental funds are not reported as liabilities or presented elsewhere in these statements.

M. Unpaid Compensated Absences

The Council's policies for vacation time permit employees to accumulate earned but unused vacation leave. Accordingly, a liability for the unpaid vacation leave has been recorded in the Government-Wide Statements. Management has estimated the current and long-term portions of this liability based on historical trends. The amount accrued as the compensated absence liability was determined using the number of vested vacation hours for each employee multiplied by the employee's wage rate in effect at the end of the year.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

In contrast, the governmental funds in the Fund Financial Statements report only compensated absence liabilities that are payable from expendable available financial resources to the extent that the liabilities mature (or come due for payment). Vacation leave does not come due for payment until an employee makes a request to use it or terminates employment with the Council. Accordingly, no amounts have been accrued as fund liabilities as of year-end in the Fund Financial Statements. The differences in the methods of accruing compensated absences create a reconciling item between the fund and government-wide financial statement presentations.

The Council's sick leave policy does not provide for the vesting of sick leave thereby requiring the employee to be paid for any unused leave upon termination of employment. Accordingly, no amounts have been accrued as unpaid compensated absences in the Government-Wide Financial Statements relative to sick leave.

N. Deferred Revenues

The Council reports deferred revenues on both the Statement of Net position (government-wide) and the Balance Sheet (fund financial statements). Deferred revenues arise when the Council receives resources before it has a legal claim to them, as when grant monies are received before the occurrence of qualifying expenditures. In subsequent periods, when the Council has a legal claim to the resources, the liability for deferred revenue is removed from the Statement of Net position and the Fund Balance Sheet, whichever the case might be, and the revenue is recognized. The Council did not have any deferred revenue at year end.

O. Net position in the Government-wide Financial Statements

In the government-wide Statement of Net position, the Net Asset amounts is classified and displayed in three components:

- Invested in capital assets – This component consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those capital assets.
- Restricted net position – This component consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- Unrestricted net position – This component consists of all other net position that do not meet the definition of “restricted” or “invested in capital assets.”

When both restricted and unrestricted resources are available for use, it is the Council's policy to use restricted resources first to finance its activities.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

P. Fund Equity – Fund Financial Statements

Governmental fund equity is classified as fund balance. GASB Statement 54, *Fund Balance Reporting and Governmental Fund Type Definitions* provides fund balance categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- **Nonspendable:** This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. Management has classified prepaid expenditures as being nonspendable as this item is not expected to be converted to cash.
- **Restricted:** This classification includes amounts for which constraints have been placed on the use of resources are either:
 - Externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or
 - Imposed by law through constitutional provisions or enabling legislation.

The Council has a restricted fund balance of \$15,947 as of June 30, 2021, of which \$9,006 is restricted due to the constraints placed on the use of the money through a debt covenant, and \$6,941 is restricted by contributors for utility assistance.

- **Committed:** This classification includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action (resolution) of the Council's board of directors, which is the Council's highest level of decision-making authority. These amounts cannot be used for any other purposes unless the board of directors removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The Council did not have any committed resources as of year-end.
- **Assigned:** This classification includes amounts that are constrained by the Council's intent to be used for a specific purpose but are neither restricted nor committed. This intent should be expressed by the Council's (1) board of directors, (2) its finance committee, or (3) an official, such as the executive director, to which the board of directors has delegated the authority to assign amounts to be used for a specific purpose. The Council did not have any assigned resources as of year-end.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 1 PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

- Unassigned: This classification is the residual fund balance of the General Fund. It also represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

When fund balance resources are available for a specific purpose in multiple classifications, the Council will generally use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed. However, the Council's management reserves the right to selectively spend unassigned resources first and to defer the use of the other classified funds.

Q. Management's Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

R. Allocation of Indirect Expenses

The Council reports all direct expenses by function and programs of functions in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function or program. Indirect expenses are recorded as direct expenses of the Administration function. GOEA provides funds to partially subsidize the Council's Administration function. The unsubsidized net cost of the Administration function is allocated using a formula that is based primarily on the relationship the direct cost a program bears to the direct cost of all programs. There are some programs that cannot absorb any indirect cost allocation according to their grant or contract limitations.

S. Elimination and Reclassifications

In the process of aggregating data for the Statement of Net position and the Statement of Activities, some amounts reported as interfund activity and balances in the funds were eliminated or reclassified. Interfund receivables and payables were eliminated to minimize the "grossing up" effect on assets and liabilities within the governmental activities column.

NOTE 2 REVENUE RECOGNITION

Revenues are recorded in the Government-Wide Statements when they are earned under the accrual basis of accounting.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 2 REVENUE RECOGNITION (Continued)

Revenues are recorded in the Fund Financial Statements using the modified accrual basis of accounting. In applying the susceptible to accrual concept using this basis of accounting, intergovernmental grant revenues, program service fees, and interest income are usually both measurable and available. However, the timing and amounts of the receipts of public support and miscellaneous revenues are often difficult to measure; therefore, they are recorded as revenue in the period received.

The Older American Act of 1965 Title III programs operate under a performance based contract. Title III program revenue is earned by the Council based on units of service provided within the guidelines of the related programs.

NOTE 3 CASH MANAGEMENT AND BANK DEPOSITS

The Council maintains a consolidated bank account which is available for use by all funds to deposit revenues and pay expenses. The purpose of this consolidated account is to reduce administration costs and facilitate cash management. The consolidated account also allows those funds with available cash resources to temporarily cover any negative cash balances in other funds.

As described by Louisiana law, the Council is classified as a quasi-public entity. Accordingly, the Council is not required to comply with Louisiana laws relating to the collateralization of bank deposits. However, it is the Council's policy to follow state law in an effort to minimize risks associated with bank deposits that exceed those currently covered by FDIC insurance.

Cash is reported at its carrying value, which equals its fair value. At year-end, the combined carrying amount of the Council's cash balances on its books was \$66,752, whereas the related bank balances totaled \$86,448. The primary difference in these amounts relates to deposits made to and checks written on demand deposits accounts that have not yet cleared the bank accounts. At year-end, all of the bank balances were insured 100% by federal depository insurance.

<u>Cash</u>	<u>Cost</u>	<u>Fair Value</u>	<u>Interest Rate</u>	<u>Maturity</u>	<u>Credit Risk Category</u>
JP Morgan Chase	\$ 66,752	\$ 66,752	None	Demand	Category 1
Total Cash	<u>\$ 66,752</u>	<u>\$ 66,752</u>			
Restricted - Debt Service	\$ 9,006				
Utility Assistance	6,941				
Unrestricted Purpose	<u>50,805</u>				
	<u>\$ 66,752</u>				

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 4 INTERFUND RECEIVABLES AND PAYABLES

Because the Council operates its programs under cost reimbursement type grants, it has to pay for costs using its General Fund money and then request reimbursement for the advanced costs under the grant program. Such advances create short-term interfund loans. A summary of these interfund loans, at year-end, is as follows:

	<u>Due From Other Funds</u>	<u>Due to Other Funds</u>
General Fund	\$ -	\$ 6,941
Special Revenue Funds:		
Energy Assistance Fund	<u>6,941</u>	<u>-</u>
Total	<u>\$ 6,941</u>	<u>\$ 6,941</u>

NOTE 5 GOVERNMENT GRANTS AND CONTRACTS RECEIVABLE

Government grants and contracts receivable represent amounts owed to the Council under a grant award or contract with a provider of federal, state, or local funds; such amounts being measurable and available as of year-end.

Government grants and contracts receivable at year-end consist of reimbursements for expenses incurred under the following programs:

<u>Program</u>	<u>Fund</u>	<u>Provider</u>	<u>Amount</u>
Social Services	Title III B	CAAA	\$ 25,489
Congregate Meals	Title III C-1	CAAA	3,286
Home Delivered Meals	Title III C-2	CAAA	11,353
Caregivers	Title III E	CAAA	2,234
Transportation	Title III B	Participants	890
Congregate Meals	Title III C-1	Participants	323
Home Delivered Meals	Title III C-2	Participants	1,150
MIPPA	MIPPA	GOEA	1,200
Local	General	Other	<u>298</u>
Total government grants and contracts receivable			<u>\$ 46,223</u>

NOTE 6 PREPAID EXPENDITURES AND EXPENSES

All of the prepaid expenditures are considered current, which management expects the Council to consume and economically benefit from in the next fiscal year. At year-end, prepaid expenditures in the Fund Balance Sheet consists of \$6,705 of prepaid insurance.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 7 CHANGES IN CAPITAL ASSETS

A summary of changes in capital assets and accumulated depreciation is as follows:

	Balance 06-30-20	Additions	Deletions	Balance 06-30-21
Capital Assets				
Land	\$ 17,100	\$ -	\$ -	\$ 17,100
Building	240,225	-	-	240,225
Furniture & equipment	36,838	-	-	36,838
Vehicles	<u>87,533</u>	<u>-</u>	<u>-</u>	<u>87,533</u>
Subtotal	<u>381,696</u>	<u>-</u>	<u>-</u>	<u>381,696</u>
Accumulated depreciation				
Building	103,165	7,747	-	110,912
Furniture & equipment	33,584	3,198	-	36,782
Vehicles	<u>73,776</u>	<u>7,862</u>	<u>-</u>	<u>81,638</u>
Subtotal	<u>210,525</u>	<u>18,807</u>	<u>-</u>	<u>229,332</u>
Net capital assets	<u>\$ 171,171</u>	<u>\$ (18,807)</u>	<u>\$ -</u>	<u>\$ 152,364</u>

All the Council's vehicles are operational at year end. The Council's management has reviewed capital assets and does not believe any capital assets have been impaired as of year-end.

Depreciation of \$18,807 was charged to governmental activities as administrative expense for the year ended June 30, 2021.

NOTE 8 CHANGES IN LONG-TERM DEBT

The Council had long-term debt relating to note payable and capital leases during the ended June 30, 2021. The following is a schedule of the changes in long-term debt for the year ended June 30, 2021:

	Balance June 30, 2020	Increases	Decreases	Balance June 30, 2021
Note payable	\$ 65,182	\$ -	\$ 6,201	\$ 58,981
Capital leases	<u>3,061</u>	<u>-</u>	<u>3,061</u>	<u>-</u>
Total long-term debt	<u>\$ 68,243</u>	<u>\$ -</u>	<u>\$ 9,262</u>	<u>\$ 58,981</u>

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 8 CHANGES IN LONG-TERM DEBT (Continued)

Note payable at June 30, 2021, is comprised of the following:

USDA Rural Development in the original amount of \$146,000, payable in 360 monthly installments of \$763, including interest at 4.75% per annum, secured by the administrative building and equipment. \$ 58,981

The annual requirements to amortize all debt outstanding at June 30, 2021, including interest payments of \$9,156, are as follows:

<u>Year ending June 30,</u>	<u>Note Payable</u>		<u>Total</u>
	<u>Principal</u>	<u>Interest</u>	
2022	6,502	2,654	9,156
2023	6,817	2,339	9,156
2024	7,148	2,008	9,156
2025	7,495	1,661	9,156
2026	7,859	1,297	9,156
2027-2029	<u>23,160</u>	<u>1,542</u>	<u>24,702</u>
	<u>\$ 58,981</u>	<u>\$ 11,501</u>	<u>\$ 70,482</u>

In accordance with the Council’s USDA debt agreement, the Council is required to set aside cash reserves in the amount equal to the highest debt service payable in any future year which totals \$9,156. As of June 30, 2021, the Council’s cash reserves totaled \$9,006.

NOTE 9 FUND BALANCES – FUND FINANCIAL STATEMENTS

The General Fund has \$9,006 of restricted funds due to the constraints placed on the use of the money through a debt covenant.

The Council also has \$6,941 of utility assistance contributions that remain unspent as of year-end. The donors restrict these contributions for specific purpose.

NOTE 10 BOARD OF DIRECTORS' COMPENSATION

The Board of Directors is a voluntary board; therefore, no compensation has been paid to any member. However, board members can request reimbursement for out-of-pocket expenses in accordance with the Council’s travel policy when traveling on behalf of the Council.

NOTE 11 INCOME TAX STATUS

The Council, a non-profit corporation, is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code of 1986, and as an organization that is not a private foundation as defined in Section 509(a) of the Code. It is also exempt from Louisiana income tax. However, should the Council engage in activities unrelated to its exempt purpose, taxable income could result. The Council had no material unrelated business income for the fiscal year under audit.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 11 INCOME TAX STATUS (Continued)

Accounting Standards Codification 740 (ASC 740) requires that a tax position be recognized or derecognized based on a “more than not” threshold. This applies to positions taken or expected to be taken in a tax return where there is uncertainty about whether a tax position will ultimately be sustained upon examination. The Council has evaluated its tax position and determined that it does not have any uncertain tax positions that meet the criteria under ASC 740. Accordingly, implementation of ASC 740 did not have any impact on the accompanying financial statements.

NOTE 12 INTERFUND TRANSFERS

Operating transfers to and from the various funds are as follows for the fiscal year:

	<u>Funds transferring in:</u>				
	Title III-B	Title III C-1	Title III C-2	Title III E	Total
<u>Funds transferring out:</u>					
General Fund	\$ -	\$ -	\$ -	\$ 13,236	\$ 13,236
PCOA	-	-	85,302	-	85,302
Senior Center	<u>47,757</u>	-	-	<u>11,647</u>	<u>59,404</u>
Total General Fund	<u>47,757</u>	-	<u>85,302</u>	<u>24,883</u>	<u>157,942</u>
Special Revenue Fund:					
Title III C-2	-	-	<u>2,603</u>	-	<u>2,603</u>
	-	-	<u>2,603</u>	-	<u>2,603</u>
Total all funds	<u>\$ 47,757</u>	<u>\$ -</u>	<u>\$ 87,905</u>	<u>\$ 24,883</u>	<u>\$ 160,545</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and to (2) use unrestricted revenues collected in the General Fund to finance various programs accounted for by special revenue funds to eliminate program deficits.

These transfers were eliminated as a part of the consolidation process in preparing the Government-Wide Financial Statements.

NOTE 13 COMPENSATION, BENEFITS AND OTHER PAYMENTS TO EXECUTIVE DIRECTOR

A detail of compensation, benefits, and other payments made to the Executive Director, Judy Doyle, for the year ended June 30, 2021 follows:

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 33,177
Reimbursement	<u>62</u>
Total	<u>\$ 33,239</u>

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 14 JUDGMENTS, CLAIMS, AND SIMILAR CONTINGENCIES

As of the end of this fiscal year, the Council's management has no knowledge of any pending litigation, lawsuits, or claims against the Council. Furthermore, the Council's management believes that any unexpected lawsuits or claims that might be filed against the Council would be adequately covered by insurance or resolved without any material impact upon the Council's financial statements.

NOTE 15 RELATED PARTY TRANSACTIONS

There were no significant related party transactions during the year.

NOTE 16 CONTINGENCIES-GRANT PROGRAMS

The Council participates in a number of state and federal grant programs, which are governed by various rules and regulations. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the Council has not complied with the rules and regulations governing the grants, refunds of any money received and the collectibility of any related receivable at year-end may be impaired. In management's opinion, there are no significant contingent liabilities relating to compliance with the rules and regulations governing state and federal grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies. Audits of prior years have not resulted in any significant disallowed costs or refunds. Any costs that would be disallowed would be recognized in the period agreed upon by the grantor agency and the Council.

NOTE 17 ECONOMIC DEPENDENCY

The Council receives the majority of its revenue through grants administered by the Louisiana Governor's Office of Elderly Affairs (GOEA), Louisiana Department of Health and Hospitals, and Cajun Area Agency on Aging, Inc. 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 funds the Council 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 Council will receive in the next fiscal year.

NOTE 18 RISK MANAGEMENT

The Council is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; and natural disasters. The Council has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. There have been no significant reductions in coverage from the prior year. No settlements were made during the current or prior three fiscal years that exceeded the Council's insurance coverage.

The Council's management has not purchased commercial insurance or made provision to cover or reduce the risk of loss, as a result of business interruption and certain acts of God, like floods or earthquakes.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 19 CORONAVIRUS PANDEMIC

In December 2019, a novel strain of coronavirus (COVID-19) was reported to have surfaced in China. The World Health Organization has characterized COVID-19 as a pandemic. The COVID-19 outbreak is disrupting supply chains and affecting production and sales across a range of industries. The extent of the impact of COVID-19 on the Council's operational and financial performance will depend on certain developments, including the duration and spread of the outbreak, impact on our customers, employees and vendors all of which are uncertain and cannot be predicted. At this point, the extent to which COVID-19 may impact the Council's financial condition or results of operations is uncertain.

NOTE 20 SUBSEQUENT EVENT

Management has evaluated subsequent events through December 15, 2021, the date the financial statements were available to be issued.

SUPPLEMENTARY INFORMATION REQUIRED BY GASB STATEMENT 34

ST. LANDRY COUNCIL ON AGING, INC.

Budgetary Comparison Schedule
 General Fund
 Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Budgetary fund balance, July 1	\$ 55,164	\$ 55,164	\$ 55,164	\$ -
Resources (inflows):				
Total revenues and transfers in	<u>205,923</u>	<u>217,811</u>	<u>228,776</u>	<u>10,965</u>
Amounts available for appropriation	<u>261,087</u>	<u>272,975</u>	<u>283,940</u>	<u>10,965</u>
Charges to appropriations (outflows):				
Personnel	9,437	7,856	7,555	301
Fringe	984	815	786	29
Travel	531	2	2	-
Operating services	8,078	6,472	2,225	4,247
Operating supplies	1,678	1,473	598	875
Other costs	10,035	1,262	39	1,223
Capital Outlay	-	-	-	-
Transfers out	175,180	187,466	157,942	29,524
Debt service -				
Principal	9,262	9,262	9,262	-
Interest	<u>3,044</u>	<u>3,044</u>	<u>3,044</u>	<u>-</u>
Total charges to appropriations	<u>218,229</u>	<u>217,652</u>	<u>181,453</u>	<u>36,199</u>
Budgetary fund balance, June 30	<u>\$ 42,858</u>	<u>\$ 55,323</u>	<u>\$ 102,487</u>	<u>\$ 47,164</u>

See notes to required supplementary information.

ST. LANDRY COUNCIL ON AGING, INC.

Budgetary Comparison Schedule
 Title III B Fund
 Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with
	Original	Final		Final Budget - Positive (Negative)
Budgetary fund balance, July 1	\$ -	\$ -	\$ -	\$ -
Resources (inflows):				
Total revenues and transfers in	<u>163,710</u>	<u>158,523</u>	<u>155,460</u>	<u>(3,063)</u>
Amounts available for appropriation	<u>163,710</u>	<u>158,523</u>	<u>155,460</u>	<u>(3,063)</u>
Charges to appropriations (outflows):				
Personnel	111,929	109,252	108,539	713
Fringe	11,670	11,332	11,291	41
Travel	4,370	3,772	3,676	96
Operating services	24,653	23,171	20,433	2,738
Operating supplies	10,368	10,542	11,049	(507)
Other costs	720	454	472	(18)
Transfers out	-	-	-	-
Total charges to appropriations	<u>163,710</u>	<u>158,523</u>	<u>155,460</u>	<u>3,063</u>
Budgetary fund balance, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See notes to required supplementary information.

ST. LANDRY COUNCIL ON AGING, INC.

Budgetary Comparison Schedule
 Title III C-1 Fund
 Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u> <u>Budgetary Basis</u>	<u>Variance with</u> <u>Final Budget -</u> <u>Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary fund balance, July 1	\$ -	\$ -	\$ -	\$ -
Resources (inflows):				
Total revenues and transfers in	<u>62,093</u>	<u>38,334</u>	<u>37,894</u>	<u>(440)</u>
Amounts available for appropriation	<u>62,093</u>	<u>38,334</u>	<u>37,894</u>	<u>(440)</u>
Charges to appropriations (outflows):				
Personnel	43,529	24,940	25,276	(336)
Fringe	4,539	2,587	2,629	(42)
Travel	927	1,022	1,010	12
Operating services	8,952	5,049	4,378	671
Operating supplies	3,873	2,031	1,902	129
Other costs	273	102	96	6
Transfers out	<u>-</u>	<u>2,603</u>	<u>2,603</u>	<u>-</u>
Total charges to appropriations	<u>62,093</u>	<u>38,334</u>	<u>37,894</u>	<u>440</u>
Budgetary fund balance, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See notes to required supplementary information.

ST. LANDRY COUNCIL ON AGING, INC.

Budgetary Comparison Schedule
 Title III C-2
 Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Budgetary fund balance, July 1	\$ -	\$ -	\$ -	\$ -
Resources (inflows):				
Total revenues and transfers in	<u>145,491</u>	<u>189,818</u>	<u>183,847</u>	<u>(5,971)</u>
Amounts available for appropriation	<u>145,491</u>	<u>189,818</u>	<u>183,847</u>	<u>(5,971)</u>
Charges to appropriations (outflows):				
Personnel	86,089	122,613	121,424	1,189
Fringe	8,976	12,718	12,631	87
Travel	23,835	22,008	21,467	541
Operating services	20,976	26,823	22,808	4,015
Operating supplies	4,975	5,112	5,016	96
Other costs	640	544	501	43
Transfers out	-	-	-	-
Total charges to appropriations	<u>145,491</u>	<u>189,818</u>	<u>183,847</u>	<u>5,971</u>
Budgetary fund balance, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See notes to required supplementary information.

ST. LANDRY COUNCIL ON AGING, INC.

Budgetary Comparison Schedule
 Title III E
 Year Ended June 30, 2021

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Budgetary fund balance, July 1	\$ -	\$ -	\$ -	\$ -
Resources (inflows):				
Total revenues and transfers in	<u>52,568</u>	<u>51,559</u>	<u>51,800</u>	<u>241</u>
Amounts available for appropriation	<u>52,568</u>	<u>51,559</u>	<u>51,800</u>	<u>241</u>
Charges to appropriations (outflows):				
Personnel	39,496	39,027	40,041	(1,014)
Fringe	4,118	4,048	4,165	(117)
Travel	88	8	7	1
Operating services	7,579	7,286	6,426	860
Operating supplies	1,056	1,042	1,020	22
Other costs	<u>231</u>	<u>148</u>	<u>141</u>	<u>7</u>
Total charges to appropriations	<u>52,568</u>	<u>51,559</u>	<u>51,800</u>	<u>(241)</u>
Budgetary fund balance, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See notes to required supplementary information.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

NOTE 1 BUDGETARY REPORTING

The Governmental Accounting Standards Board (GASB) Statement 34 requires budgetary comparison schedules for the General Fund and each major Special Revenue Fund that has a legally adopted annual budget. The schedules compare the original and final appropriated budgets to actual budget results for the Council's fiscal year. Positive and negative variances between the final budget and actual amounts are also presented.

The budget information presented in this section of required supplementary information applies to "major" governmental funds for which annual budgets were adopted. Budgetary information for "Nonmajor" funds has not been included anywhere in these financial statements.

The Council follows these procedures in establishing the budgetary data that has been presented as required supplementary information in these financial statements.

- GOEA notifies the Council each year as to the funding levels for each of its programs.
- Management makes revenue projections based on the revenue information provided by GOEA, grants from other agencies, program service fees, public support (including client contributions), interest income, and other miscellaneous sources.
- Management develops expenditure projections using historical information and changes to the upcoming year that management is aware of at the time of budget preparation.
- Once the information has been obtained to project revenues and expenditures, the Council's Executive Director and Finance Director prepare a proposed budget based on the projections. The proposed budget is submitted to the Board of Directors for final approval.
- The Board of Directors reviews and adopts the budget for the next fiscal year at a regularly scheduled board of directors meeting before May 31 of the current fiscal year.
- The adopted budget is forwarded to the Governor's Office of Elderly Affairs (GOEA) for compliance approval.
- Unused budgeted amounts lapse at the end of each fiscal year (June 30). However, if a grant or contract is not completed by June 30, the Council will automatically budget funds in the next fiscal year to complete the grant or contract. An example where this might occur is when vehicles are acquired under federal matching programs. The "match" might be made in one year and the vehicles delivered in another year.

ST. LANDRY COUNCIL ON AGING, INC.

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

NOTE 1 BUDGETARY REPORTING (Continued)

- The budget is prepared on a modified accrual basis, consistent with the basis of accounting, for comparability of budgeted and actual revenues and expenditures.
- Budgeted amounts included in the accompanying financial statements include the original adopted budget amounts and all subsequent amendments. During the fiscal year, management amended the Council's budget at a board meeting, using a procedure similar to the one used to approve the original budget.
- Actual amounts are compared to budgeted amounts periodically during the fiscal year as a management control device.
- The Council may transfer funds between line items as often as required but must obtain compliance approval from the Governor's Office of Elderly Affairs for funds received under grants from this state agency. As part of its grant awards, GOEA requires the Council to amend its budget in cases where actual costs for a particular line item exceed the budgeted amount by more than 10%, unless unrestricted funds are available to "cover" the overrun.
- Expenditures cannot exceed budgeted revenues on an individual fund level, unless a large enough fund balance exists to absorb the budgeted operating deficit.
- The Council is not required by state or local law to prepare a budget for every program or activity it conducts. Accordingly, some General Fund activities are not budgeted, particularly if they are deemed to be immaterial by management.

SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GOEA

ST. LANDRY COUNCIL ON AGING, INC.

Schedule of Non-Major Funds
Year Ended June 30, 2021

	Energy Assistance	Total
REVENUES		
Intergovernmental:		
Governor's Office of Elderly Affairs	\$ -	\$ -
Cajun Area Agency on Aging, Inc.	-	-
Utility Assistance	<u>1,716</u>	<u>1,716</u>
Total Revenues	<u>1,716</u>	<u>1,716</u>
EXPENDITURES		
Current:		
Personnel	-	-
Fringe	-	-
Travel	-	-
Operating Services	-	-
Operating Supplies	-	-
Other Costs	-	-
Capital Outlay	<u>-</u>	<u>-</u>
Total Expenditures	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	<u>1,716</u>	<u>1,716</u>
OTHER FINANCING SOURCES (USES)		
Transfers in	-	-
Transfers out	<u>-</u>	<u>-</u>
Total other financing sources and uses	<u>-</u>	<u>-</u>
Net increase in fund balances	1,716	1,716
FUND BALANCES		
Beginning of the year	<u>5,225</u>	<u>5,225</u>
End of the year	<u>\$ 6,941</u>	<u>\$ 6,941</u>

ST. LANDRY COUNCIL ON AGING, INC.

Comparative Schedule of General Fixed Assets
And Changes In General Fixed Assets
Year Ended June 30, 2021

	Balance June 30, 2020	Additions	Deletions	Balance June 30, 2021
General fixed assets:				
Land	\$ 17,100	\$ -	\$ -	\$ 17,100
Buildings	240,225	-	-	240,225
Furniture and fixtures	36,838	-	-	36,838
Vehicles	<u>87,533</u>	<u>-</u>	<u>-</u>	<u>87,533</u>
Total general fixed assets	<u>\$ 381,696</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 381,696</u>
Investment in general fixed assets:				
Property acquired with funds from -				
Title III B	\$ 10,263	\$ -	\$ -	\$ 10,263
Title III C-1	1,005	-	-	1,005
Title III C-2	1,005	-	-	1,005
Title III D	3,304	-	-	3,304
Title III E	1,004	-	-	1,004
Local	285,147	-	-	285,147
PCOA	20,428	-	-	20,428
Section 5310	<u>59,540</u>	<u>-</u>	<u>-</u>	<u>59,540</u>
Total investment in general fixed assets	<u>\$ 381,696</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 381,696</u>

SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY USDA

ST. LANDRY COUNCIL ON AGING, INC.

Balance Sheet
 Governmental Funds
 June 30, 2021
 (With Comparative Totals from Prior Year)

	<u>2021</u>	<u>2020</u>
Assets		
Cash	\$ 66,752	\$ 16,898
Due from other funds	6,941	5,225
Grants and contracts receivable	46,223	44,012
Prepaid expenditures	<u>6,705</u>	<u>6,705</u>
Total Assets	<u>\$ 126,621</u>	<u>\$ 72,840</u>
Liabilities and Fund Balances		
Liabilities:		
Accounts payable	6,205	5,293
Accrued payroll and related benefits payable	4,047	1,933
Due to other funds	<u>6,941</u>	<u>5,225</u>
Total Liabilities	<u>17,193</u>	<u>12,451</u>
Fund Balances:		
Nonspendable	6,705	6,705
Restricted	15,947	13,871
Unassigned	<u>86,776</u>	<u>39,813</u>
Total Fund Balances	<u>109,428</u>	<u>60,389</u>
Total Liabilities and Fund Balances	<u>\$ 126,621</u>	<u>\$ 72,840</u>

ST. LANDRY COUNCIL ON AGING, INC.

Statement of Revenues, Expenditures and Changes in Fund Balances
 Governmental Funds
 Year Ended June 30, 2021
 (With Comparative Totals from Prior Year)

	<u>2021</u>	<u>2020</u>
REVENUES		
Intergovernmental:		
Governor's Office of Elderly Affairs	\$ 203,424	\$ 204,624
Cajun Area Agency on Aging, Inc.	240,879	229,703
Program Service Fees:		
Transportation	4,862	4,674
Homemaker	3,147	3,823
Home delivered meals	14,075	17,464
Congregate meals	5,493	4,017
Local and miscellaneous:		
Municipalities	5,821	9,613
Miles for meals	-	735
Trips	1,124	5,692
Utility assistance	1,716	1,309
Miscellaneous	18,407	11,197
Total Revenues	<u>498,948</u>	<u>492,851</u>
EXPENDITURES		
Health, Welfare, & Social Services		
Current:		
Personnel	302,835	261,420
Fringe	31,502	29,289
Travel	26,162	28,804
Operating Services	56,270	59,510
Operating Supplies	19,585	20,843
Other Costs	1,249	7,568
Debt service -		
Principal	9,262	9,252
Interest	3,044	3,536
Total Expenditures	<u>449,909</u>	<u>462,023</u>
Excess (deficiency) of revenues over expenditures	<u>49,039</u>	<u>30,828</u>
OTHER FINANCING SOURCES (USES)		
Transfers in	160,545	167,263
Transfers out	<u>(160,545)</u>	<u>(167,263)</u>
Total other financing sources (uses)	<u>-</u>	<u>-</u>
Net increase (decrease) in fund balances	49,039	30,828
FUND BALANCES		
Beginning of the year	<u>60,389</u>	<u>29,561</u>
End of the year	<u>\$ 109,428</u>	<u>\$ 60,389</u>

Independent Accountant's Report on Applying Agreed-Upon Procedures

The Board of Directors
St. Landry Council on Aging, Inc.
Opelousas, Louisiana

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of St. Landry Council on Aging, Inc., Louisiana and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about St. Landry Council on Aging, Inc.'s compliance with certain laws and regulations during the year ended June 30, 2021 included in the accompanying *Louisiana Attestation Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$30,000, or public works exceeding \$157,700, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

There were no expenditures made during the year ended June 30, 2021 for materials and supplies exceeding \$30,000, nor public works exceeding \$157,700.

Code of Ethics for Public Officials and Public Employees

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us with the required list including the noted information.

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided us with the required list.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

None of the employees included on the list of employees provide by management in agreed-upon procedure (3) appeared on the list of immediate family members provided by management in agreed-upon procedure (2).

Budgeting

5. Obtained a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the original budget and one amendment.

6. Trace the budget adoption and amendments to the minute book.

No formal adoption of the original or amended budgets was noted.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more or if actual expenditures exceed budgeted amounts by 5% or more.

We compared the revenues and expenditures of the final budget to actual revenues and expenditures. Neither actual revenues nor actual expenditures failed to meet budgeted revenues or exceeded budgeted expenditures by 5% or more.

Accounting and Reporting

8. Randomly select 6 disbursements made during the period under examination and:

- (a) trace payments to supporting documentation as to proper amount and payee;

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee. Complete support could not be provided for one of the selected disbursements.

- (b) determine if payments were properly coded to the correct fund and general ledger account; and

We examined supporting documentation for each of the six selected disbursements and found that each disbursement was properly coded by fund and general ledger account.

- (c) determine whether payments received approval from proper authorities.

Inspection of documentation supporting each of the six selected disbursements indicated approval from the proper authorities.

Meetings

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

There were no meetings prior to May 2021 due to Covid-19 restrictions. Minutes of meetings for May and June 2021 were not posted or advertised.

Debt

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

We inspected copies of bank deposit slips for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees that may constitute bonuses, advance, or gifts.

We inspected payroll records and minutes for the year and noted no instances which would indicate payments to employees which would constitute bonuses, advances, or gifts.

We were not engaged to, and did not perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of St. Landry Council on Aging, Inc., Louisiana and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Darnall, Sikes & Frederick

A Corporation of Certified Public Accountants

Eunice, Louisiana
December 15, 2021

ST. LANDRY COUNCIL ON AGING, INC.

Schedule of Findings and Planned Corrective Actions
Year Ended June 30, 2021

2021-001 Debt Covenant

Condition:

The Council did not comply with their debt covenant.

Criteria:

In accordance with the Council's USDA debt agreement, the Council is required to set aside cash reserves in the amount equal to the highest annual debt service payable in any future year.

Cause:

The Council failed to accumulated adequate reserves as of June 30, 2021.

Effect:

Underfunded cash reserves in the amount of \$150 as of June 30, 2021.

Recommendations:

The Council should begin to set aside funds until the required reserve amount has been obtained.

Views of Responsible Officials and Corrective Action Plan:

The Council will set aside funds until the required reserve amount has been obtained.

ST. LANDRY COUNCIL ON AGING, INC.

Schedule of Prior Year Findings
Year Ended June 30, 2021

2020-001 Debt Covenant

Status: This finding has not been resolved. See current year finding 2021-001.

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Quasi-public Agencies)

_____ (Date Transmitted)

_____ (CPA Firm Name)

_____ (CPA Firm Address)

_____ (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of 6-30-21 (date) 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

Open Meetings

Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law). **Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication "Open Meeting FAQs," available on the Legislative Auditor's website to determine whether a non-profit agency is subject to the open meetings law.**

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.

<u>Harold Bennett</u>	Secretary	<u>12-16-2021</u>	Date
<u>John C. [Signature]</u>	Treasurer	<u>12-16-2021</u>	Date
<u>Samuel J. [Signature]</u>	President	<u>12-16-21</u>	Date