

**GULF COAST TEACHING FAMILY
SERVICES, INC.**

**d/b/a GULF COAST SOCIAL
SERVICES AND AFFILIATE**

**(A NONPROFIT ORGANIZATION)
COMBINED FINANCIAL REPORT AND
SUPPLEMENTARY INFORMATION**

JUNE 30, 2024 AND 2023

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Gulf Coast Teaching Family Services, Inc.
d/b/a Gulf Coast Social Services and Affiliate
New Orleans, Louisiana

Report on the Financial Statements

Opinions

We have audited the accompanying financial statements of Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and Affiliate (a non-profit organization), which comprise the statements of financial position as of June 30, 2024 and 2023 and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services, and Affiliate as of June 30, 2024 and 2023, and the changes in its net assets, functional expenses, and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and Affiliate and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibility of Management 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 and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and Affiliate's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services, and Affiliate's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and Affiliate's ability to continue as a going concern for a reasonable time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying Schedule of Compensation, Benefits, and Other Payments to the Chief Executive Officer on page 22 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 23, 2024, on our consideration of Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and Affiliate's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and Affiliate's internal control over financial reporting and compliance.

Bernard & Franks

Metairie, Louisiana
December 23, 2024

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)
COMBINED STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2024 AND 2023

ASSETS	2024	2023
CURRENT ASSETS		
Cash and cash equivalents	\$ 1,566,343	\$ 1,696,934
Certificates of deposit	4,294,797	6,277,868
Program Receivables (less allowance for credit losses of \$80,000 and \$40,000)	1,730,113	1,476,401
Accrued interest receivable	1,621	22,070
Prepaid expenses	471,461	205,636
Restricted cash	371,773	352,628
Total current assets	\$ 8,436,108	\$ 10,031,537
PROPERTY AND EQUIPMENT - AT COST		
Land	\$ 685,132	\$ 590,783
Building and improvements	4,592,941	4,023,598
Software	90,861	55,329
Leasehold improvements	22,990	22,990
Furniture and equipment	623,474	632,000
Transportation equipment	254,580	130,863
	6,269,978	5,455,563
Less accumulated depreciation and amortization	(2,709,582)	(2,561,534)
	\$ 3,560,396	\$ 2,894,029
OTHER ASSETS		
Right-of-use asset	\$ 425,529	\$ 89,138
Deposits	27,559	14,572
Certificates of deposit	29,434	31,500
Restricted certificates of deposit	245,810	255,061
Total other assets	\$ 728,332	\$ 390,271
Total assets	\$ 12,724,836	\$ 13,315,837

See Notes to Financial Statements.

LIABILITIES AND NET ASSETS	<u>2024</u>	<u>2023</u>
CURRENT LIABILITIES		
Accounts payable	\$ 517,770	\$ 284,235
Accrued liabilities	1,397,820	1,454,858
Current maturities of lease payable	128,866	19,606
Current maturities of long-term debt	<u>20,342</u>	<u>49,839</u>
Total current liabilities	<u>\$ 2,064,798</u>	<u>\$ 1,808,538</u>
LONG-TERM DEBT		
Leases payable	\$ 298,698	\$ 41,572
Mortgage payable to bank	<u>265,900</u>	<u>286,215</u>
Total long-term debt	<u>\$ 564,598</u>	<u>\$ 327,787</u>
COMMITMENTS AND CONTINGENCIES	<u>\$ -</u>	<u>\$ -</u>
NET ASSETS		
Without donor restrictions	<u>\$ 10,095,440</u>	<u>\$ 11,179,512</u>
Total liabilities and net assets	<u><u>\$ 12,724,836</u></u>	<u><u>\$ 13,315,837</u></u>

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)
COMBINED STATEMENTS OF ACTIVITIES
YEARS ENDED JUNE 30, 2024 AND 2023

	2024	2023
	Without Donor Restrictions	Without Donor Restrictions
REVENUE, GAINS, AND SUPPORT:		
Grants and fees for services	\$ 18,252,358	\$ 16,194,768
Contributions	3,355	4,480
Employee retention credit	-	5,496,362
Investment income	323,821	74,695
Other income	71,763	5,973
	<hr/>	<hr/>
TOTAL REVENUES, GAINS AND SUPPORT	\$ 18,651,297	\$ 21,776,278
	<hr/>	<hr/>
EXPENSES:		
Program Services		
Foster Care/Professional Care	\$ 1,548,062	\$ 1,288,082
Personal care attendants	5,282,670	4,410,721
Supervised independent living	4,366,230	3,758,708
Respite services	985,396	780,808
Elderly services	394,757	147,168
Others, in total	1,959,652	1,968,383
	<hr/>	<hr/>
Total program expenses	\$ 14,536,767	\$ 12,353,870
	<hr/>	<hr/>
Support Services		
Administrative and general	\$ 5,198,602	\$ 4,746,604
	<hr/>	<hr/>
Total support services	\$ 5,198,602	\$ 4,746,604
	<hr/>	<hr/>
TOTAL EXPENSES	\$ 19,735,369	\$ 17,100,474
	<hr/>	<hr/>
CHANGE IN NET ASSETS	\$ (1,084,072)	\$ 4,675,804
NET ASSETS, BEGINNING OF YEAR	11,179,512	6,503,708
	<hr/>	<hr/>
NET ASSETS, END OF YEAR	\$ 10,095,440	\$ 11,179,512
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See Notes to Financial Statements.

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)

COMBINED STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2024

	Program Services			
	Professional Foster Care	Personal Care Attendants	Supervised Independent Living	Respite Services
Salaries and wages	\$ 296,743	\$ 4,661,221	\$ 3,877,787	\$ 724,805
Severance package	-	-	-	-
Employee benefits	15,907	65,102	37,009	13,003
Payroll taxes	21,098	361,037	295,900	54,994
Workmen's compensation	4,895	87,639	72,194	12,566
Total payroll cost	<u>\$ 338,643</u>	<u>\$ 5,174,999</u>	<u>\$ 4,282,890</u>	<u>\$ 805,368</u>
Office supplies	\$ 1,344	\$ 837	\$ 599	\$ 823
Advertising	3,272	9,132	1,181	8,822
Bad debts	-	-	-	60,587
Telephone	2,545	4,222	3,680	1,868
Training	1,264	1,378	218	185
Travel	8,440	66,220	49,495	72,949
Professional services	-	1,281	-	-
Insurance	-	-	-	-
Repairs and maintenance	-	-	-	-
Depreciation	-	-	-	-
Interest	-	-	-	-
Lease expense, amortization, interest	-	-	-	-
Client needs	5,518	906	(1,382)	48
Room and board	478,902	-	-	-
Contractual services	650,931	-	-	-
Utilities	-	-	-	-
Consultants	-	4,036	15,312	-
Computer expense	268	1,268	1,338	254
Recognition expense	7,987	1,090	243	84
Rental expenses	-	-	-	-
Food	-	-	17	-
Medical supplies	-	1,902	1,460	-
Others, in total	48,948	15,399	11,179	34,408
Total direct expenses	<u>\$ 1,548,062</u>	<u>\$ 5,282,670</u>	<u>\$ 4,366,230</u>	<u>\$ 985,396</u>

See Notes to Financial Statements.

Program Services			Supporting Services		
Elderly Services	Other Programs	Total Program Services	Administrative and General	Total Supporting	Grand Totals
\$ 206,860	\$ 1,512,872	\$ 11,280,288	\$ 2,613,812	\$ 2,613,812	\$ 13,894,100
-	-	-	-	-	-
4,317	30,298	165,636	119,867	119,867	285,503
15,513	118,322	866,864	196,367	196,367	1,063,231
3,194	24,600	205,088	3,144	3,144	208,232
<u>\$ 229,884</u>	<u>\$ 1,686,092</u>	<u>\$ 12,517,876</u>	<u>\$ 2,933,190</u>	<u>\$ 2,933,190</u>	<u>\$ 15,451,066</u>
\$ 369	\$ 2,503	\$ 6,475	\$ 65,972	\$ 65,972	\$ 72,447
40	12,427	34,874	19,552	19,552	54,426
-	33,499	94,086	-	-	94,086
242	4,651	17,208	78,828	78,828	96,036
10	382	3,437	14,415	14,415	17,852
1,988	63,975	263,067	33,391	33,391	296,458
-	7,695	8,976	657,788	657,788	666,764
-	39,574	39,574	484,237	484,237	523,811
-	14,863	14,863	163,917	163,917	178,780
-	10,945	10,945	137,103	137,103	148,048
-	-	-	22,946	22,946	22,946
-	6,144	6,144	179,819	179,819	185,963
-	10,988	16,078	1,607	1,607	17,685
-	-	478,902	-	-	478,902
-	-	650,931	-	-	650,931
6,527	6,294	12,821	65,697	65,697	78,518
-	3,503	22,851	-	-	22,851
176	367	3,671	39,465	39,465	43,136
-	799	10,203	95,926	95,926	106,129
6,000	-	6,000	5,951	5,951	11,951
134,153	-	134,170	-	-	134,170
-	992	4,354	1,344	1,344	5,698
15,368	53,959	179,261	197,454	197,454	376,715
<u>\$ 394,757</u>	<u>\$ 1,959,652</u>	<u>\$ 14,536,767</u>	<u>\$ 5,198,602</u>	<u>\$ 5,198,602</u>	<u>\$ 19,735,369</u>

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)

COMBINED STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2023

	Program Services			
	Professional Foster Care	Personal Care Attendants	Supervised Independent Living	Respite Services
Salaries and wages	\$ 230,565	\$ 3,871,298	\$ 3,297,845	\$ 594,898
Employee benefits	9,677	57,093	29,429	9,711
Payroll taxes	16,022	294,349	253,351	43,761
Workmen's compensation	5,239	99,090	83,515	15,154
Total payroll cost	<u>\$ 261,503</u>	<u>\$ 4,321,830</u>	<u>\$ 3,664,140</u>	<u>\$ 663,524</u>
Office supplies	\$ 1,296	\$ 720	\$ 310	\$ 624
Advertising	371	2,738	1,664	3,455
Bad debts	-	252	-	24,296
Telephone	1,848	4,811	4,304	2,185
Training	519	29	53	43
Travel	6,073	54,147	54,877	56,114
Professional services	-	370	-	-
Insurance	-	-	-	-
Repairs and maintenance	-	22	-	-
Depreciation	-	-	-	-
Interest	-	-	-	-
Lease expense, amortization, interest	-	-	-	-
Client needs	8,718	300	3,856	410
Room and board	422,699	-	-	-
Contractual services	533,396	-	-	-
Utilities	-	-	-	-
Consultants	-	4,641	13,706	-
Computer expense	-	390	714	-
Recognition expense	12,091	593	186	807
Rental expenses	-	-	-	-
Food	-	-	309	-
Medical supplies	-	2,444	2,971	-
Others, in total	39,568	17,434	11,618	29,350
Total direct expenses	<u>\$ 1,288,082</u>	<u>\$ 4,410,721</u>	<u>\$ 3,758,708</u>	<u>\$ 780,808</u>

See Notes to Financial Statements.

Program Services			Supporting Services		
Elderly Services	Other Programs	Total Program Services	Administrative and General	Total Supporting	Grand Totals
\$ 75,076	\$ 1,495,801	\$ 9,565,483	\$ 2,382,207	\$ 2,382,207	\$ 11,947,690
1,609	28,149	135,668	131,369	131,369	267,037
5,540	107,529	720,552	163,460	163,460	884,012
1,079	33,676	237,753	3,495	3,495	241,248
<u>\$ 83,304</u>	<u>\$ 1,665,155</u>	<u>\$ 10,659,456</u>	<u>\$ 2,680,531</u>	<u>\$ 2,680,531</u>	<u>\$ 13,339,987</u>
\$ 1,903	\$ 3,039	\$ 7,892	\$ 58,120	\$ 58,120	\$ 66,012
216	6,421	14,865	67,644	67,644	82,509
-	24,664	49,212	-	-	49,212
226	5,673	19,047	85,576	85,576	104,623
-	4,924	5,568	9,865	9,865	15,433
1,386	84,264	256,861	26,753	26,753	283,614
-	30,776	31,146	658,115	658,115	689,261
-	31,216	31,216	272,232	272,232	303,448
-	18,678	18,700	146,661	146,661	165,361
-	1,012	1,012	121,594	121,594	122,606
-	-	-	11,243	11,243	11,243
-	6,144	6,144	186,152	186,152	192,296
-	16,488	29,772	467	467	30,239
-	-	422,699	-	-	422,699
-	-	533,396	-	-	533,396
-	6,239	6,239	67,474	67,474	73,713
-	3,486	21,833	-	-	21,833
-	17,196	18,300	32,576	32,576	50,876
-	602	14,279	64,329	64,329	78,608
500	2,331	2,831	-	-	2,831
51,325	-	51,634	-	-	51,634
-	1,873	7,288	1,403	1,403	8,691
8,308	38,202	144,480	255,869	255,869	400,349
<u>\$ 147,168</u>	<u>\$ 1,968,383</u>	<u>\$ 12,353,870</u>	<u>\$ 4,746,604</u>	<u>\$ 4,746,604</u>	<u>\$ 17,100,474</u>

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES
(A NONPROFIT ORGANIZATION)
COMBINED STATEMENTS OF CASH FLOWS
YEARS ENDED JUNE 30, 2024 AND 2023

	2024	2023
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ (1,084,072)	\$ 4,675,804
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	148,048	122,606
Amortization of right of use assets	101,267	23,011
(Increase) decrease in assets		
Program receivables	(253,712)	(179,337)
Accrued interest receivable	20,449	(22,070)
Prepaid expenses	(265,825)	(36,452)
Increase (decrease) in liabilities		
Accounts payable and accrued liabilities	176,497	385,114
	\$ (1,157,348)	\$ 4,968,676
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of certificates of deposit	\$ (9,581,712)	\$ (6,421,009)
Redemption of certificates of deposit	11,576,100	388,949
Purchases of property and equipment	(814,415)	(672,853)
Deposits (made) returned	(12,987)	(1,149)
	\$ 1,166,986	\$ (6,706,062)
CASH FLOWS FROM FINANCING ACTIVITIES		
Principal payments on finance leases	\$ (71,272)	\$ (22,213)
Payment of debt principal	(49,812)	(18,925)
	\$ (121,084)	\$ (41,138)
Net change in cash and cash equivalents	\$ (111,446)	\$ (1,778,524)
Cash and cash equivalents, beginning of year	2,049,562	3,828,086
Cash and cash equivalents, end of year	\$ 1,938,116	\$ 2,049,562
Supplemental disclosures		
Cash paid for interest	\$ 22,946	\$ 11,243
Financing transactions		
Recognition of operating lease right-of-use assets	\$ 437,658	\$ -
Operating lease liability arising from right-of-use assets	\$ 437,658	\$ -
Cash, cash equivalents and restricted cash as of June 30, 2024 and 2023 consisted of the following:		
Cash and cash equivalents	\$ 1,566,343	\$ 1,696,934
Cash restricted for		
Deposits securing lines of credit	350,000	350,000
Unemployment self insurance fund	21,773	2,628
	\$ 1,938,116	\$ 2,049,562

See Notes to Financial Statements

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 1 – ORGANIZATION

Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and Affiliate is a non-profit organization organized exclusively for charitable, religious, educational, and scientific purposes. The Organization maintains group homes, child and family centers, and other related programs for the youth and families. It provides a program that will allow young people and their families to become normalized, independent, productive, and respected community citizens. These services are provided in the South Louisiana area.

Gulf Coast's Affiliate is Independent Living Properties, Inc., a non-profit corporation organized under the provisions of Louisiana. The Affiliate was formed to hold the real property of Gulf Coast.

The Organization's major programs include the following:

Professional Care Program - This program provides foster homes in the community for abused, neglected, or troubled children and adolescents, emotionally disturbed children, and children and adults with physical and mental disabilities. The program also locates and serves runaways and homeless youth through prevention, crisis intervention, and follow-up services.

Personal Care Attendant Services (PCA) - PCA assists adults or children with mental or physical disabilities in performing activities of daily living that they might otherwise not be able to accomplish alone.

Supported Independent Living (SIL) - The SIL program works with individuals with mental and physical disabilities and older adolescents needing extra support, assistance, and monitoring.

Respite Services - Respite Services are offered to parents with children or adults with physical/mental illness and are designed to provide relief from the demanding care for their unique needs.

Housing/Homeless – the program provides supportive housing and services to transition people experiencing homelessness into temporary and later permanent housing. Services include but are not limited to assistance in finding housing, acquiring necessary furnishings, integration into the community, and establishing community support. Management Information Systems are also installed and maintained for present and future assistance to people experiencing homelessness.

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 1 – ORGANIZATION (Continued)

Elderly – This type of service covers all needs of older adults, such as general hygiene needs, assisting with grocery shopping, meal planning, and preparation, teaching and helping with activities, finding resources, and encouraging interactions with other persons with similar interests.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A summary of the significant accounting policies used in the preparation of the accompanying financial statements follows:

1. Basis of Accounting

The accompanying financial statements are presented in conformity with accounting principles generally accepted in the United States on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other assets and liabilities.

2. Financial Statement Presentation

The Organization follows the financial statement presentation recommended by the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 958, Not-for-Profit Entities. The Organization reports information regarding its financial position and activities according to two classes of net assets based upon the existence or absence of restrictions on use placed by its donors: net assets without donor restrictions and net assets with donor restrictions.

The governing board has not designated net assets without donor restrictions for an operating reserve or a board-designated endowment. Net assets with donor restrictions are subject to donor-imposed conditions. Some donor-imposed conditions are temporary, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual, such as those that the donor stipulates those resources be maintained in perpetuity.

Net assets without donor restrictions are resources available to support operations and are not subject to donor restrictions. The only limits on the use of net assets without donor restrictions are the broad limits resulting from the nature of the Organization, the environment in which it operates, the purposes specified in its corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered into during its operations.

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

2. Financial Statement Presentation (Continued)

Net assets with donor restrictions are resources that are subject to donor-imposed restrictions. Some restrictions are temporary, such as those that a donor restricts for use for a particular purpose or a specific future period. Other restrictions may be perpetual, such as those that a donor restricts to maintain the resources in perpetuity.

The Organization's unspent contributions are reported in net assets with donor contributions if the donor limited their use, as promised gifts are not yet due. Donations of property and equipment or cash restricted to the acquisition of property and equipment are reported as net assets with donor restrictions if the donor has restricted the use of the property or equipment to a particular program. These restrictions expire when the assets are placed in service. When a donor's restriction is satisfied, either by using the resources in the manner specified by the donor or by the passage of time, the expiration of the restriction is reported in the financial statements by reclassifying the net assets from net assets with donor restrictions to net assets without donor restrictions. As of June 30, 2024 and 2023, the Organization has not received any contributions with donor-imposed conditions that would result in donor-restricted net assets.

3. Use of Estimates

Preparing financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect specific reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

4. Income Taxes

The Organization is a non-profit organization and exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Code as other than a private foundation. The Organization believes that it has appropriate support for any tax positions taken and, as such, does not have any uncertain tax positions that are material to financial statements. The Organization's Federal Exempt Information Returns (Form 990) for 2021, 2022, and 2023 are subject to examination by the IRS, generally for three years after they were filed.

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

5. Cash and Cash Equivalents

Cash, held in interest-bearing accounts, consists of unrestricted balances. Unrestricted cash balances represent cash available for general operating purposes.

For the statements of cash flows, the Organization considers all highly liquid investments available for current use with a maturity of three months or less to be cash equivalents.

The Organization maintains cash balances and specific certificates of deposit at several financial institutions located in Louisiana. The cash balances and certificates of deposit are insured by the Federal Deposit Insurance Corporation up to \$250,000 per institution. On June 30, 2024 and 2023 the amounts of \$4,896,850 and \$7,163,195, respectively, of cash and certificates of deposit were over the FDIC-insured limits.

6. Restricted Cash and Certificates of Deposit

Restricted cash and restricted certificates of deposit consist of balances held in accounts required by loan agreements and funding requirements of the Unemployment Insurance Fund Plan.

7. Accounts Receivable

Accounts receivables are stated at the amounts management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and credit to accounts receivable. The Organization has established an allowance for credit losses to allow corrections and billing adjustments related to accounts receivable balances on June 30, 2024 and 2023.

If any, actual billing adjustments and bad debts are charged to the specific fund or programs as determined by management. Bad debt expenses for the years ended June 30, 2024 and 2023 were \$94,086 and \$49,212, respectively.

8. Depreciation

Property and equipment are carried at cost. Depreciation is calculated using the straight-line method. Depreciable lives for most assets in the class are as follows: buildings, 20-25 years; leasehold improvements, ten (10) years or lease term if shorter; furniture and fixtures, ten (10) years; computers and related equipment, 3 to 5 years; transportation equipment, 3 to 5 years.

GULF COAST TEACHING FAMILY SERVICES, INC.
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JUNE 30, 2024 AND 2023

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

8. Depreciation (Continued)

The cost and related accumulated depreciation are removed when assets are disposed of or retired. Any resulting gain or loss is reflected in income for the period. The cost of maintenance and repairs is charged to income as incurred; significant renewals and betterments are capitalized. Donated property is capitalized at fair value. Depreciation expense amounted to \$148,048 and \$122,606 for the years ended June 30, 2024 and 2023, respectively.

9. Compensated Absences

Accumulated paid time off is payable upon termination of employment and is accrued. Gulf Coast's obligations as of June 30, 2024 and 2023 totaled \$569,876 and \$499,808, respectively, which are included in accrued expenses on the Statement of Financial Position.

10. Program Revenues

Program revenues earned under reimbursement-type contracts are recorded in the appropriate program when the related expenses are incurred.

Program revenues earned on fee-for-service and per-diem contracts considered exchange transactions are recorded as revenues when services are provided.

11. Allocated Costs

Expenses are charged to each program directly when the charge is identified to the program. Program expenditures that cannot be directly identified to a program are allocated based on square footage, usage statistics, and the ratio of program payroll expenses to total payroll expenses as appropriate. Management and general expenses include those expenses that are not directly identifiable with any other specific function but provide the overall support and direction of the Organization.

For management analysis purposes, the Organization allocated administrative costs of the central and regional offices for \$5,234,011 and \$4,784,714 to the various programs it administered during the years ended June 30, 2024 and 2023, respectively. Directly identifiable expenses are charged to programs and support services. The allocation is based on the proportion of direct program costs to total direct program costs. The Statement of Activities includes these allocated costs in Administrative and General Expenses.

GULF COAST TEACHING FAMILY SERVICES, INC.
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NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

12. Contributed Nonfinancial Assets

Donations of property and equipment are recorded as contributions at fair value at the date of donation. Such donations are reported as increases in net assets without donor restrictions unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and cash contributions that must be used to acquire property and equipment are reported as restricted contributions. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service. The Organization reclassifies net assets with donor restrictions to net assets without donor restrictions at that time. To date, all contributions of property have been included as increases to the without donor restrictions support.

13. In-Kind - Matching

Some grant agreements require that the Organization provide matching funds in cash, in-kind contributions, or a combination of cash and in-kind contributions. A cash match represents the Organization's cash or expenditures from funds other than the grants. In-kind match grant requirements primarily consisted of donated materials, equipment, rental space, and the Organization's services.

In-kind match contributions are recorded as in-kind contributions in the general ledger, and an equal amount is recorded as an in-kind expense. The revenues and expenses are eliminated in the financial statements. The HUD programs require a 25 percent cash match. These match requirements are reported to HUD in the Organization's monthly reports but are not included in the financial statements.

14. Certificates of Deposit

Certificates of deposit held for investments that do not secure debt or were legally restricted are included in "certificates of deposit" on the Statement of Financial Position. The certificates of deposit are carried at cost. The certificates of deposit that have remaining maturity dates of less than one year are classified as short-term.

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NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

15. Leases

The Organization determines if an arrangement is a financing or operating lease at the inception of the agreement. Leases, with an initial term over one year, are stated as right-of-use assets and leases payable in the combined statement of financial position. The Organization has elected to exclude leases with an initial term of one year or less from the requirements of the pronouncement.

The Organization applies judgment in determining whether a contract contains a lease and whether a lease is classified as an operating lease or a finance lease. The Organization defines the lease term as the non-cancellable term of the lease, which may include options to extend or terminate the lease when it is reasonably certain that the Organization will exercise that option. The lease term is used in determining the classification between an operating lease and a finance lease, calculating the lease liability, the right-of-use asset, and assigning the incremental borrowing rate. Right-of-use assets represent the Organization's right to use an underlying asset for the lease term. Lease cost for lease payments is recognized on a straight-line basis over the lease term.

The Organization is required to discount lease payments using the rate implicit in the lease if that rate is readily available. If that rate cannot be readily determined, the lessee is required to use its incremental borrowing rate. The Organization generally uses the incremental borrowing rate when initially recording real estate leases. Information from the lessor regarding the fair value of underlying assets and initial direct costs incurred by the lessor related to the leased assets is not available.

The Organization determines the incremental borrowing rate of each lease by estimating the credit rating of the Organization at the time the lease is recognized, referencing market yields corresponding to the credit rating and weighted average life of the lease, and factoring in other lease-specific factors such as assumed collateral.

16. Principles of Combination

The combined financial statements include the accounts of Gulf Coast Teaching Family Services, Inc., d/b/a Gulf Coast Social Services, and its wholly controlled Affiliate, Independent Living Properties, Inc. All significant intercompany accounts and transactions have been eliminated in combination.

GULF COAST TEACHING FAMILY SERVICES, INC.
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NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

17. New Accounting Pronouncements

The Organization has adopted the Current Expected Credit Losses (CECL) accounting standard, as per Accounting Standards Update (ASU) No. 2016-13, "Financial Instruments – Credit Losses (Topic 326)." The standard introduces a new model for estimating credit losses on financial instruments. After a thorough evaluation, management has determined that the impact of adopting the CECL standard on the financial statements is immaterial. The Organization has considered factors such as historical loss experience, current economic conditions, and other relevant factors in its credit loss estimation process. As a result, the adoption of the CECL standard has not had a material impact on the Organization's financial position, results of operations, or cash flows.

NOTE 3 – RESTRICTED CASH AND CERTIFICATES OF DEPOSIT AND LINE OF CREDIT

The Organization had restricted cash and certificates of deposit of \$616,398 and \$607,689 for the years ended June 30, 2024 and 2023, respectively.

Following the Unemployment Insurance Fund Plan requirements, the Organization maintained a restricted reserve balance of \$267,533 (\$21,723 in cash and \$245,810 in certificates of deposit) and \$257,689 (\$2,628 in cash and \$255,061 in certificates of deposit) for the years ended June 30, 2024 and 2023, respectively. The reserved funds are available for self-insured unemployment claims if such claims arise in the future.

The Organization also maintains a cash reserve of \$350,000 for the years ended June 30, 2024, and 2023 that secures a line of credit required by governmental funders for \$350,000. Interest on any funds used on the line of credit would be 2% above the prime lending rate. The line of credit was unused for the years ending June 30, 2024 and 2023.

NOTE 4 – CERTIFICATES OF DEPOSIT

The certificates of deposit balance on June 30, 2024 and 2023, held with various financial institutions, were \$4,568,857 and \$6,564,429 (\$245,810 and \$255,061 are restricted), respectively.

Certificates of deposits with maturities over one year are reported as other assets. Rates of return on investments held on June 30, 2024, ranged from 1.00% and 5.50%. Rates of return on the investments held on June 30, 2023, range between 0.04% and 3.35%.

GULF COAST TEACHING FAMILY SERVICES, INC.
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NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 5 – INVESTMENT SECURITIES

There was no investment in marketable securities during the years ended June 30, 2024 and June 30, 2023.

Investment income (loss) for the years ended June 30, 2024 and 2023 were \$323,821 and 74,695, respectively.

NOTE 6 – PROGRAM RECEIVABLES

Program receivables consist of reimbursements for expenses incurred or revenue earned on fees for service and per-diem contracts. Program receivables consist of the following as of June 30, 2024 and 2023:

	<u>2024</u>	<u>2023</u>
Department of Health and Human Services	\$ 260,619	\$ 216,952
Medicaid	645,906	551,151
U.S. Department of Juvenile Justice and Delinquency Prevention	22,434	43,491
State of Louisiana:		
Office of Mental Health	34,156	32,457
Office of Community Services	524,708	388,557
South Central LA Human Services	114,203	73,598
Private	277	1,276
Terrebonne Parish Government	35,514	29,724
Veterans Affairs	72,373	154,035
Other	<u>99,923</u>	<u>25,160</u>
Subtotal	\$ 1,810,113	\$ 1,516,401
Less: Allowance for Credit Losses	<u>(80,000)</u>	<u>(40,000)</u>
Total, net	<u>\$ 1,730,113</u>	<u>\$ 1,476,401</u>

NOTE 7 – SUBSEQUENT EVENTS

Subsequent events were evaluated through December 23, 2024, when the financial statements were available to be issued.

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 8 – ACCRUED LIABILITIES

Accrued liabilities consist of the following on June 30, 2024 and 2023:

	<u>2024</u>	<u>2023</u>
Accrued salaries and payroll taxes	\$ 827,944	\$ 940,686
Compensated absences	569,876	499,808
Other	-	<u>14,364</u>
Total	<u>\$ 1,397,820</u>	<u>\$ 1,454,858</u>

NOTE 9 – MORTGAGE PAYABLE

The Organization purchased and financed its Houma administrative and program facility with a mortgage payable to the bank. The mortgage note requires annual interest payments of 3.5 percent per year. The monthly principal and interest payments are \$2,514 until the maturity date of January 19, 2036. Minimum future principal payments due under this mortgage note as of June 30, 2024, are as follows:

<u>Year Ending June 30th.</u>	<u>Annual Principal Payments</u>
2025	\$ 20,342
2026	21,075
2027	21,835
2028	22,602
2029	23,438
Thereafter	<u>176,950</u>
	\$ 286,242
Less: current maturities	<u>20,342</u>
Total	<u>\$ 265,900</u>

Interest expense was \$9,826 and \$11,243 for the years ended June 30, 2024 and 2023, respectively.

GULF COAST TEACHING FAMILY SERVICES, INC.
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NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 10 – LEASES

The Organization leases facilities and equipment under financing and operating leases expiring through 2027.

The components of lease expense were as follows:

	<u>2024</u>	<u>2023</u>
Operating lease cost	<u>\$ 157,731</u>	<u>\$ 165,473</u>
Finance lease cost:		
Amortization of right-of-use assets	\$ 25,575	\$ 23,011
Interest on finance leases payable	<u>2,657</u>	<u>3,812</u>
	<u>\$ 28,232</u>	<u>\$ 26,823</u>
Total lease expense	<u>\$ 185,963</u>	<u>\$ 192,296</u>

Minimum future rental payments due under these leases as of June 30, 2024 are as follows:

<u>Year Ending June 30th,</u>	<u>Minimum rental payments</u>
2025	\$ 128,866
2026	128,046
2027	94,746
2028	82,200
2029	<u>27,400</u>
Subtotal	461,258
Less imputed interest	<u>(33,695)</u>
Total	<u>\$ 427,563</u>

The weighted average remaining lease term for financing and operating leases commencing on or before June 30, 2024 in years is 2.37. The weighted average discount rate for financing and operating leases commencing on or before June 30, 2024 was 5.88.

NOTE 11 – UNEMPLOYMENT INSURANCE FUND

Effective July 1, 1992, the Organization became self-insured for employee unemployment compensation claims by establishing an Organization unemployment insurance fund. Actual payments to the State for Unemployment benefits totaled \$18,818 in 2024 and \$17,217 in 2023. As of June 30, 2024, all known claims have been recorded in the financial statements.

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 12 – EMPLOYEE RETENTION CREDIT

The Employee Retention Credit (ERC), a part of the Coronavirus Aid, Relief and Economic Security Act (CARES), was a refundable credit of employment taxes that was offered to organizations to incentivize the retention of employees during the period in which the virus was active in the community. The ERC was further expanded and extended in 2021. The Organization applied the provisions of ASC 450-30, in which the ERC was treated as a gain contingency and recognized as income when all uncertainties were resolved. Employee Retention Credits for \$5,496,362 were recognized as realized income for the year ended June 30, 2023.

NOTE 13 – ECONOMIC DEPENDENCY

The Organization receives 99% of its revenue from funds provided through programs administered by the State of Louisiana. The program amounts are appropriated each year by the federal and state governments. Suppose significant budget cuts are affected at the federal and state levels. In that case, the Organization's funds could be reduced significantly and have an adverse impact on its operations. Management is unaware of any actions that will adversely affect the amount of funds the Organization will receive in the next fiscal year.

NOTE 14 – CONTINGENCIES

Programs administered by the Organization are subject to review and audit by the various funding agencies. Accordingly, the funding agencies may recover any disallowed payments from these audits in subsequent years.

NOTE 15 – PENSION PLAN

Effective January 1, 2005, the Organization established the GCTFS Matching Retirement Plan (the Plan). The Organization revised the 403(b)-retirement plan effective January 1, 2022, requiring an employer matching provision. The Organization provides a 2% matching contribution on up to 6% of an employee's salary. The Plan is open to all employees who are 21 years of age or older and who completed one year of service during which they worked at least 1,000 hours of service. The Plan has a calendar year-end and allows entrance into the Plan on two entry dates – January 1 and July 1. Employees can make a salary deferral election up to the IRS limits permitted. The Organization makes a matching contribution equal to the lesser of 25% of the participant's elective deferral or 6% of the participant's compensation. The Employer may make discretionary contributions equal to a uniform percentage or elective amount of the participant's deferral. No discretionary matching contributions were made for the years ending June 30, 2024 and 2023. The Organization made employer-matching contributions of \$30,306 and \$27,302 for the years ended June 30, 2024 and 2023, respectively.

GULF COAST TEACHING FAMILY SERVICES, INC.
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NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2024 AND 2023

NOTE 16 – LIQUIDITY AND AVAILABILITY OF RESOURCES

The Organization had the following financial assets available on June 30, 2024 and 2023, within one year of the statement of financial position date for general expenditures:

	<u>2024</u>	<u>2023</u>
Cash and cash equivalents	\$ 1,566,343	\$ 1,696,934
Certificates of deposit	4,294,797	6,277,868
Accrued interest receivable	1,621	22,070
Program receivables	<u>1,730,113</u>	<u>1,476,401</u>
Total	<u>\$ 7,592,874</u>	<u>\$ 9,473,273</u>

As noted above, the Organization has \$7,592,874 on June 30, 2024 and \$9,473,273 on June 30, 2023, of financial assets available to meet general expenditures' cash needs. None of the financial assets listed above are subject to a donor or other contractual restrictions that make them unavailable for general expenditures within one year of the statement of financial position. The Organization has the policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

Most of the Organization's expenditures are for fee-for-service arrangements under contracts with governmental agencies. Under these contracts, services are completed, and the vendor fee is billed after the service. Other governmental contracts are cost reimbursement arrangements where costs budgeted under the grant are expended, and a request for reimbursement is made at the end of the month of expenditure. Most program expenses will only be incurred if a contract or grant is obtained to provide the fee-for-service revenue for the costs or in accordance with a grant which will reimburse the Organization for the expenditure.

The Organization also maintains a \$350,000 line of credit with the bank for working capital emergencies. The line of credit is secured by restricted cash and investments and is required by a governmental funder. The line of credit was unused as of June 30, 2024.

SUPPLEMENTARY INFORMATION

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)
SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER
PAYMENTS TO THE CHIEF EXECUTIVE OFFICER
YEAR ENDED JUNE 30, 2024

Agency Head Name: Mr. Willie Green Jr., Chief Executive Officer

Purpose:	Total
Salary	\$ 260,772
Benefits-medical insurance	4,304
Benefits-dental	157
Benefits-vision	12
Cell Phone	780
Total	\$ 266,025

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)
SCHEDULE 1 - COMBINED STATEMENT OF REVENUES
AND EXPENSES BY COST REPORT GROUPING
YEARS ENDED JUNE 30, 2024 AND 2023

	2024	2023
REVENUE		
Grants and fees for services	\$ 18,252,358	\$ 16,194,768
Donations	3,355	4,480
Interest income	323,821	74,695
Employee retention credit		5,496,362
Other income	71,763	5,973
	<u>\$ 18,651,297</u>	<u>\$ 21,776,278</u>
 EXPENSES		
Administrative and general	\$ 9,283,486	\$ 8,445,454
Plant operation and maintenance	593,912	539,912
Dietary, laundry, and linen	137,038	54,656
Personal client needs	17,685	30,241
Medical and nursing	5,699	8,690
Therapeutic and training	9,596,175	7,949,590
Recreational	78,529	50,098
Consultants	22,845	21,833
	<u>\$ 19,735,369</u>	<u>\$ 17,100,474</u>
 CHANGE IN NET ASSETS	 <u>\$ (1,084,072)</u>	 <u>\$ 4,675,804</u>

GULF COAST TEACHING FAMILY SERVICES, INC.
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(A NONPROFIT ORGANIZATION)

SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

	Foster Care						PCA			
	20-105 Regular Foster Care Baton Rouge TIPS # 020008014		40-105 Regular Foster Care Houma TIPS		50-105 RFC Lafayette	60-105 Foster Care New Orleans TIPS Provider # 010007819	60-107 Out of State Foster Care	Subtotal Foster Care	20-101 PCA Baton Rouge Provider # 1912913	20-108 ROW-PCA Baton Rouge #1912913
Administrative and General	\$ 142,185	\$ 42,510	\$ 41,147	\$ 125,793	\$ 14,123	\$ 365,758	\$ 130,205	\$ 12,604		
Plant operation and capital asset costs	-	-	-	-	-	-	-	-	-	-
Dietary, laundry & linen, and housekeeping	-	-	-	-	-	-	-	-	-	-
Personal client needs	(436)	-	78	4,778	1,098	5,518	35	-		
Medical and nursing	-	-	-	-	-	-	890	66		
Therapeutic and training	819,358	14,349	22,219	249,192	64,705	1,169,823	787,031	115,606		
Recreational	4,373	-	-	2,590	-	6,963	-	-		
Consultants	-	-	-	-	-	-	158	-		
Subtotal	\$ 965,480	\$ 56,859	\$ 63,444	\$ 382,353	\$ 79,926	\$ 1,548,062	\$ 918,319	\$ 128,276		
Administrative costs - allocated	372,973	17,830	22,554	133,339	27,873	574,569	354,755	49,554		
Totals	\$ 1,338,453	\$ 74,689	\$ 85,998	\$ 515,692	\$ 107,799	\$ 2,122,631	\$ 1,273,074	\$ 177,830		

GULF COAST TEACHING FAMILY SERVICES, INC.
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SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

	Personal Care Attendants						
	20-119 PCS Baton Rouge Provider # 1173703	30-101 PCA Hammond Provider # 1690082	30-117 EPSTD Hammond #1173789	30-118 EDA WAIVER Hammond Provider # #1173789	30-119 PCS Hammond Provider # 1173789	40-101 PCA Houma TIPS Provider # 1935166	40-102 Children's Choice Waiver Houma Provider # 2179870
Administrative and General	\$ 7,409	\$ 53,732	\$ -	\$ 21,320	\$ 11,609	\$ 175,811	\$ 17,541
Plant operation and capital asset costs	-	-	-	-	-	-	-
Dietary, laundry & linen, and housekeeping	-	-	-	-	-	-	-
Personal client needs	-	-	-	41	-	259	-
Medical and nursing	55	-	-	-	-	-	-
Therapeutic and training	61,078	342,425	-	123,937	83,254	607,388	41,042
Recreational	-	561	-	-	-	227	34
Consultants	-	648	-	-	-	1,384	143
Subtotal	\$ 68,542	\$ 397,366	\$ -	\$ 145,298	\$ 94,863	\$ 785,069	\$ 58,760
Administrative costs - allocated	26,479	125,336	-	45,829	29,922	246,188	18,426
Totals	<u>\$ 95,021</u>	<u>\$ 522,702</u>	<u>\$ -</u>	<u>\$ 191,127</u>	<u>\$ 124,785</u>	<u>\$ 1,031,257</u>	<u>\$ 77,186</u>

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
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SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

Personal Care Attendants									
				50-101 PCA			51-101 PCA		
	40-108 ROW	40-117 EPSDT	40-119 PCS Houma	40-412	50-101 PCA	50-108 ROW	50-119 PCS	50-119 PCS	51-101 PCA
	PCA Houma	Houma	Provider # 1173720	SCLHSA PCA	Lafayette	PCA	Lafayette	Lafayette	Alexandria
				Houma	TIPS				Provider #
					#1910384				1910384
Administrative and General	\$ 42,387	\$ 11,453	\$ 29,315	\$ 22,153	\$ 112,968	\$ 1,904	\$ 1,155	\$ 14,454	
Plant operation and capital asset costs	-	-	-	-	-	-	-	-	-
Dietary, laundry & linen, and housekeeping	-	-	-	-	-	-	-	-	-
Personal client needs	16	-	-	555	-	-	-	-	-
Medical and nursing	-	-	-	-	665	-	-	37	
Therapeutic and training	94,226	19,282	141,163	110,495	712,069	30,283	21,010	188,192	
Recreational	8	-	103	11	-	-	-	-	
Consultants	38	-	38	104	874	-	-	645	
Subtotal	\$ 136,675	\$ 30,735	\$ 170,619	\$ 133,318	\$ 826,576	\$ 32,187	\$ 22,165	\$ 203,328	
Administrative costs - allocated	42,859	9,638	53,504	41,807	293,829	11,442	7,879	79,813	
Totals	<u>\$ 179,534</u>	<u>\$ 40,373</u>	<u>\$ 224,123</u>	<u>\$ 175,125</u>	<u>\$ 1,120,405</u>	<u>\$ 43,629</u>	<u>\$ 30,044</u>	<u>\$ 283,141</u>	

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d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)

SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

Personal Care Attendants									
	52-101 PCA Lake Charles		60-101 PCA New Orleans		60-102 Children's Choice Waiver New Orleans		60-117 EPSDT New Orleans		60-118 EDA WAIVER New Orleans
	51-119 PCS Lake Charles	Provider # 1984205	52-119 PCS Lake Charles	Provider # 1910686	Orleans Provider # 2182277	60-108 ROW- PCA New Orleans	Provider # 1912913		
Administrative and General	\$ 472		\$ 23,769	\$ 257	\$ 85,369	\$ 2,955	\$ 6,363	\$ 4,007	\$ 1,436
Plant operation and capital asset costs	-		-	-	-	-	-	-	-
Dietary, laundry & linen, and housekeeping	-		-	-	-	-	-	-	-
Personal client needs	-		-	-	-	-	-	-	-
Medical and nursing	-		-	189	-	-	-	-	-
Therapeutic and training	1,103		151,069	6,979	345,179	67,219	175,698	86,671	42,090
Recreational	-		-	-	-	-	-	-	-
Consultants	-		-	-	-	-	-	-	-
Subtotal	\$ 1,575		\$ 174,838	\$ 7,236	\$ 430,737	\$ 70,174	\$ 182,061	\$ 90,678	\$ 43,526
Administrative costs - allocated	618		85,606	3,543	150,213	24,472	63,491	31,622	15,179
Totals	\$ 2,193		\$ 260,444	\$ 10,779	\$ 580,950	\$ 94,646	\$ 245,552	\$ 122,300	\$ 58,705

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)

SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

	<u>PCA</u>		<u>Supervised Independent Living</u>				
			20-103 Supervised Living Title XIX Baton Rouge Provider # 1912913	30-103 SIL-Title XIX Hammond Provider # 1690082	40-103 SIL Title XIX Houma Provider # 1935166	50-103 SIL- Title XIX Lafayette Provider # 1910384	51-103 SIL- Title XIX Alexandria Provider # 1690538
	60-119 PCS New Orleans Provider # 1173754	Subtotal Personal Care Attendant					
Administrative and General	\$ 7,406	\$ 798,054	\$ 152,457	\$ 15,394	\$ 79,242	\$ 189,169	\$ 274,598
Plant operation and capital asset costs	-	-	-	-	-	-	-
Dietary, laundry & linen, and housekeeping	-	-	-	-	-	-	-
Personal client needs	-	906	(783)	-	81	246	(1,474)
Medical and nursing	-	1,902	440	189	-	665	166
Therapeutic and training	122,343	4,476,832	422,709	112,509	716,604	728,847	1,025,972
Recreational	-	944	-	134	136	9	-
Consultants	-	4,032	355	-	4,216	3,034	6,538
Subtotal	\$ 129,749	\$ 5,282,670	\$ 575,178	\$ 128,226	\$ 800,279	\$ 921,970	\$ 1,305,800
Administrative costs - allocated	45,247	1,857,251	222,196	40,445	250,958	327,740	512,560
Totals	<u>\$ 174,996</u>	<u>\$ 7,139,921</u>	<u>\$ 797,374</u>	<u>\$ 168,671</u>	<u>\$ 1,051,237</u>	<u>\$ 1,249,710</u>	<u>\$ 1,818,360</u>

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)

SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

	Supervised Independent Living				Respite				
	52-103 SIL- Title XIX Alexandria Provider # 1984205	60-103 SIL-Title XIX New Orleans Provider # 1910686	60-604 Non- Medicaid SIL Vendor # 294	Subtotal Supervised Independent Living	20-426 Short Term Respite Baton Rouge	30-426 Short Term Respite Northshore	40-426 Short Term Respite Houma	50-426 Short Term Respite Lafayette	51-426 Short Term Respite Alexandria
Administrative and General	\$ 84,330	\$ 25,645	\$ 8	\$ 820,843	\$208,867	\$ 67,701	\$139,143	\$164,734	\$126,469
Plant operation and capital asset costs	-	-	-	-	-	414	-	-	-
Dietary, laundry & linen, and housekeeping	-	17	-	17	-	-	-	-	-
Personal client needs	548	-	-	(1,382)	10	-	-	31	7
Medical and nursing	-	-	-	1,460	-	-	-	-	-
Therapeutic and training	277,778	245,109	174	3,529,702	5,192	1,088	3,063	8,643	4,663
Recreational	-	-	-	279	2,931	77	1,672	1,835	195
Consultants	1,168	-	-	15,311	-	-	-	-	-
Subtotal	\$ 363,824	\$ 270,771	\$ 182	\$ 4,366,230	\$217,000	\$ 69,280	\$143,878	\$175,243	\$131,334
Administrative costs - allocated	178,140	94,427	63	1,626,529	83,829	21,853	45,119	62,295	51,552
Totals	\$ 541,964	\$ 365,198	\$ 245	\$ 5,992,759	\$300,829	\$ 91,133	\$188,997	\$237,538	\$182,886

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)

SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

	Respite			Elderly Services				Other
	52-426 Short Term Respite Lake Charles	60-426 Short Term Respite New Orleans	Subtotal Respite	40-413 Houma Center	40-414 Gibson Senior Center Houma	40-416 Gray Senior Center Houma	Subtotal Elderly Services	20-114 Private Contracts Baton Rouge
Administrative and General	\$124,108	\$ 104,194	\$ 935,216	\$ 80,555	\$ 70,329	\$ 74,801	\$ 225,685	\$ -
Plant operation and capital asset costs	-	-	414	-	-	12,527	12,527	-
Dietary, laundry & linen, and housekeeping	-	-	-	43,923	45,452	44,778	134,153	-
Personal client needs	-	-	48	-	-	-	-	-
Medical and nursing	-	-	-	-	-	-	-	5
Therapeutic and training	7,053	3,940	33,642	2,458	2,519	2,298	7,275	(148)
Recreational	1,058	8,308	16,076	4,399	4,929	5,789	15,117	-
Consultants	-	-	-	-	-	-	-	-
Subtotal	\$132,219	\$ 116,442	\$ 985,396	\$ 131,335	\$ 123,229	\$ 140,193	\$ 394,757	\$ (143)
Administrative costs - allocated	64,738	40,752	370,138	41,185	38,643	43,964	123,792	(55)
Totals	<u>\$196,957</u>	<u>\$ 157,194</u>	<u>\$ 1,355,534</u>	<u>\$ 172,520</u>	<u>\$ 161,872</u>	<u>\$ 184,157</u>	<u>\$ 518,549</u>	<u>\$ (198)</u>

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)

SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

	Other Programs							
	20-312 Dept. of Veterans Affairs Baton Rouge	20-710 Adult Day Habilitation Baton Rouge	30-312 Dept. of Veterans Affairs Northshore	40-106 OJJ/YS Trackers Houma	40-312 Dept. of Veterans Affairs Houma	40-400 SCLHSA Mental Health Houma	40-402 SCLHSA Clinic Staffing II Houma	40-415 Le Cirque Mentoring Houma
Administrative and General	\$ 3,999	\$ 207,810	\$ 49,858	\$ 109,590	\$ 5,587	\$ 545,230	\$ 100,033	\$ 104,664
Plant operation and capital asset costs	-	17,136	-	-	-	-	-	1,050
Dietary, laundry & linen, and housekeeping	-	2,868	-	-	-	-	-	-
Personal client needs	-	-	-	-	-	-	-	-
Medical and nursing	12	204	-	-	-	-	-	-
Therapeutic and training	18,504	13,096	87,016	1,070	12,672	-	-	-
Recreational	-	3,154	-	-	18	-	-	35,834
Consultants	-	-	-	-	600	-	-	-
Subtotal	\$ 22,515	\$ 244,268	\$ 136,874	\$ 110,660	\$ 18,877	\$ 545,230	\$ 100,033	\$ 141,548
Administrative costs - allocated	8,697	107,717	43,173	34,702	5,919	170,977	31,370	44,388
Totals	\$ 31,212	\$ 351,985	\$ 180,047	\$ 145,362	\$ 24,796	\$ 716,207	\$ 131,403	\$ 185,936

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)

SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

	Other Programs							
	40-418 SCLHSA Life Skills Houma	40-608 MCR LA-CRS Houma	50-106 OJJ/YS Trackers Lafayette	50-114 Private Contracts Lafayette	50-229 Intensive Consumer Care Lafayette	50-312 Dept. of Veterans Affairs Lafayette	50-609 CART Lafayette	
Administrative and General	\$ 53,925	\$ 636	\$ 72,208	\$ 200	\$ 112,796	\$ 13,603	\$ 89,334	
Plant operation and capital asset costs	-	-	-	-	2,318	-	3,826	
Dietary, laundry & linen, and housekeeping	-	-	-	-	-	-	-	
Personal client needs	-	-	-	-	10,945	-	-	
Medical and nursing	-	-	-	-	-	613	-	
Therapeutic and training	516	-	-	-	-	75,867	-	
Recreational	-	-	57	-	-	-	-	
Consultants	-	475	-	-	-	1,290	-	
Subtotal	\$ 54,441	\$ 1,111	\$ 72,265	\$ 200	\$ 126,059	\$ 91,373	\$ 93,160	
Administrative costs - allocated	17,072	349	25,689	72	44,811	32,481	33,117	
Totals	<u>\$ 71,513</u>	<u>\$ 1,460</u>	<u>\$ 97,954</u>	<u>\$ 272</u>	<u>\$ 170,870</u>	<u>\$ 123,854</u>	<u>\$ 126,277</u>	

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)

SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

	Other Programs							Total Programs
	50-612 ROW Host Home Res. Opt. Lafayette	51-312 Dept. of Veterans Affairs Alexandria	51-608 MCR LA-CRS Alexandria	52-312 Dept. of Veterans Affairs Lake Charles	60-312 Dept. of Veterans Affairs New Orleans	60-601 MHSD (Match) Mentor New Orleans	Subtotal Other Programs	Total Programs
Administrative and General	\$ 13,762	\$ 11,522	\$ 126	\$ 4,087	\$ 4	\$ -	\$1,498,974	\$4,644,530
Plant operation and capital asset costs	-	-	-	-	-	-	24,330	37,271
Dietary, laundry & linen, and housekeeping	-	-	-	-	-	-	2,868	137,038
Personal client needs	43	-	-	-	-	-	10,988	16,078
Medical and nursing	-	159	-	-	-	-	993	4,355
Therapeutic and training	3,861	141,032	-	25,058	357	-	378,901	9,596,175
Recreational	-	33	-	-	-	-	39,096	78,475
Consultants	-	662	475	-	-	-	3,502	22,845
Subtotal	\$ 17,666	\$ 153,408		\$ 29,145	\$ 361	\$ -	\$ 1,959,652	\$14,536,767
Administrative costs - allocated	6,280	60,217	236	14,270	250	-	681,732	5,234,011
Totals	\$ 23,946	\$ 213,625		\$ 43,415	\$ 611	\$ -	\$ 2,641,384	\$19,770,778

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)

SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

Administrative and General								
	20-198	30-198	40-198		51-198	52-198	60-198	
	10-198 Admin. Central	Admin. Baton Rouge	Admin. Hammond	Admin. Houma	50-198 Admin. Lafayette	Admin. Alexandria	Admin. Lake Charles	Admin. New Orleans
Administrative and General	\$ 2,398,514	\$ 551,126	\$ 111,110	\$ 454,916	\$ 361,931	\$ 325,964	\$ 174,846	\$ 260,549
Plant operation and capital asset costs	112,763	131,253	32,046	81,723	82,069	41,052	35,564	40,171
Dietary, laundry & linen, and housekeeping	-	-	-	-	-	-	-	-
Personal client needs	-	-	-	-	1,068	-	539	-
Medical and nursing	-	-	-	-	-	707	637	-
Therapeutic and training	-	-	-	-	-	-	-	-
Recreational	-	-	-	-	-	-	54	-
Consultants	-	-	-	-	-	-	-	-
Subtotal	\$ 2,531,450	\$ 663,757	\$ 143,156	\$ 536,639	\$ 445,068	\$ 385,334	\$ 211,640	\$ 316,967
Administrative costs - allocated	(2,531,450)	(663,757)	(143,156)	(536,639)	(445,068)	(385,334)	(211,640)	(316,967)
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
(A NONPROFIT ORGANIZATION)

SCHEDULE 2- COMBINED STATEMENT OF EXPENSES BY PROGRAM AND FUND
YEAR ENDED JUNE 30, 2024

	Administrative	
	Total Administrative and General	Totals-Program, Administrative and General Funds
Administrative and General	\$ 4,638,956	\$ 9,283,486
Plant operation and capital asset costs	556,641	593,912
Dietary, laundry & linen, and housekeeping	-	137,038
Personal client needs	1,607	17,685
Medical and nursing	1,344	5,699
Therapeutic and training	-	9,596,175
Recreational	54	78,529
Consultants	-	22,845
Subtotal	\$ 5,198,602	\$ 19,735,369
Administrative costs - allocated	(5,234,011)	-
Totals	\$ (35,409)	\$ 19,735,369

SPECIAL REPORTS OF INDEPENDENT AUDITORS



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Board of Directors
Gulf Coast Teaching Family Services, Inc.
d/b/a Gulf Coast Social Services and Affiliate
New Orleans, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the combined financial statements of Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services (both non-profit organizations) and its Affiliate, which comprise the combined statement of financial position as of June 30, 2024 and 2023 and the related combined statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated December 23, 2024.

Internal Control over Financial Reporting

In planning and performing our audit of the combined financial statements, we considered Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and its Affiliate's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and its Affiliate's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, we did not identify any internal control deficiencies that we considered material weaknesses during our audit. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's combined financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the Organization's internal control or compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended for the information of the Board of Directors, management, the State of Louisiana, the Legislative Auditor for the State of Louisiana, Federal Awarding Agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.



Metairie, Louisiana
December 23, 2024



INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Gulf Coast Teaching Family Services, Inc.
d/b/a Gulf Coast Social Services and Affiliate
Metairie, Louisiana

We have examined Gulf Coast Social Services and Affiliate (the Organization) compliance with the requirements listed in Attachment 1 during the period July 1, 2023, to June 30, 2024. Management of the Organization is responsible for the Organization's compliance with the specified requirements. Our responsibility is to express an opinion on the Organization's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Organization complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the Organization complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination on the Organization's compliance with specified requirements.

In our opinion, the Organization complied, in all material respects, with the requirements listed in Attachment 1 during the period July 1, 2023 to June 30, 2024.

Bernard & Franks

Metairie, Louisiana
December 23, 2024

Attachment 1

The compliance examination engagement on the Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds (SLFRF) included procedures on the compliance requirements outlined in the compliance supplement for Assistance Listing number 21.027 in the “Matrix of Compliance Requirements” as stated below:

1. Activities Allowed or Unallowed

- Determine whether the recipients used SLFRF funds for ineligible uses.
There were no exceptions noted.

2. Allowable Cost/Cost Principles

- Determine whether the recipient significantly deviated from its established practices and policies regarding the incurrence of costs.
There were no exceptions noted.

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2024

Section I - Summary of Auditors' Results

Financial Statements

1. The auditors' report expresses an unmodified opinion on the financial statements of Options, Inc., which was prepared in accordance with generally accepted accounting principles in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.
2. No significant deficiencies or material weaknesses in internal control were disclosed during the audit of the financial statements as reported in the Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in accordance with *Government Auditing Standards*.
3. No instances of noncompliance material to the financial statements of Options, Inc. were disclosed in the Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in accordance with *Government Auditing Standards*.

Federal Awards

The Organization received funds from the U.S. Department of Treasury under Assistance Listing Number 21.027 "Coronavirus State and Local Fiscal Recovery Funds" (SLFRF funds). The Treasury offered recipients an alternative approach if the other federal financial assistance expended did not exceed the \$750,000 audit threshold set forth at 2 CFR 200.501(a). The Organization expended \$1,871,398 in total federal funds for the year ended June 30, 2024. Of those funds, SLFRF consisted of \$1,455,300. Since the Organization's total expended federal funds were under the \$750,000 threshold at \$416,098, the Organization was permitted to choose an alternative approach.

Section II- Financial Statement Findings

There were no findings for the year ended June 30, 2024.

Section III - Federal Award Findings And Questioned Costs

There were no findings or questioned costs reported during the audit of the financial statements for the year ended June 30, 2024.

REPORTS BY MANAGEMENT

GULF COAST TEACHING FAMILY SERVICES, INC.
d/b/a GULF COAST SOCIAL SERVICES AND AFFILIATE
SUMMARY OF PRIOR YEAR'S AUDIT FINDINGS AND RESPONSES
YEAR ENDED JUNE 30, 2024

**Section I – Internal Control over Financial Reporting and Compliance and Other Matters
Material to the Basic Financial Statements**

Internal Control over Financial Reporting

There were no findings regarding internal controls over financial reporting reported during the audit of the financial statements for June 30, 2023.

Compliance and Other Matters

No compliance findings material to the financial statements were reported during the audit for the financial statements for the year June 30, 2023.

Section II - Internal Control and Compliance Material to Federal Awards

There were no internal control and compliance findings during the audit regarding federal awards for the year ending June 30, 2023.

Section III - Management Letter

A management letter was not issued in connection with the audit of the financial statements for the year ending June 30, 2023.

STATEWIDE AGREED-UPON PROCEDURES



INDEPENDENT ACCOUNTANTS' REPORT
ON APPLYING STATEWIDE AGREED-UPON PROCEDURES

To the Board of Directors of
Gulf Coast Teaching Family Services, Inc.
d/b/a Gulf Coast Social Services and Affiliate
New Orleans, Louisiana
and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period July 1, 2023 through June 30, 2024. Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and Affiliate's management is responsible for those C/C areas identified in the SAUPs.

Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and Affiliate (a nonprofit "Organization") has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA's SAUPs for the fiscal period July 1, 2023 through June 30, 2024. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

1.) *Written Policies and Procedures*

A. Obtain and inspect the Organization's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the Organization's operations:

- i. ***Budgeting***, including preparing, adopting, monitoring, and amending the budget.

Result: There were no exceptions noted.

- ii. ***Purchasing***, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the Public Bid Law; and (5) documentation required to be maintained for all bids and price quotes.

Result: There were no exceptions noted.

- iii. ***Disbursements***, including processing, reviewing, and approving.

Result: There were no exceptions noted.

- iv. **Receipts/Collections**, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g., periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).

Result: There were no exceptions noted.

- v. **Payroll/Personnel**, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee rates of pay or approval and maintenance of pay rate schedules.

Result: There were no exceptions noted.

- vi. **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.

Result: There were no exceptions noted.

- vii. **Travel and Expense Reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.

Result: There were no exceptions noted.

- viii. **Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage

Result: There were no exceptions noted.

- ix. **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statute (R.S.) 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the Organization's ethics policy.

Result: The Organization is a nonprofit organization; therefore, the ethics agreed-upon procedure does not apply.

- x. **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.

Result: The Organization is a nonprofit organization; therefore, the debt service agreed-upon procedure does not apply.

- xi. **Information Technology Disaster Recovery/Business Continuity**, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.

Result: There were no exceptions noted.

- xii. ***Prevention of Sexual Harassment***, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

Result: The Organization is a nonprofit organization; therefore, the prevention of sexual harassment agreed-upon procedure does not apply.

2.) Board or Finance Committee

- A. Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:

- i. Observe that the board/finance committee meets with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.

Results: There were no exceptions noted.

- ii. For those entities reporting on the nonprofit accounting model, observe that the minutes referenced or included financial activity relating to public funds if those public funds comprised more than 10% of the Organization's collections during the fiscal period.

Results: There were no exceptions noted.

- iii. For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.

Results: The Organization is a nonprofit organization; therefore, this agreed-upon procedure does not apply.

- iv. Observe whether the board/finance committee received written updates of the progress of resolving audit finding(s), according to management's corrective action plan at each meeting until the findings are considered fully resolved.

Results: There were no exceptions noted.

3.) Bank Reconciliations

- A. Obtain a listing of Organization bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the Organization's main operating account. Select the Organization's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:

- i. Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated or electronically logged);

Result: There were no exceptions noted.

- ii. Bank reconciliations include evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation within 1 month of the date the reconciliation was prepared (e.g., initialed and dated, electronically logged); and

Result: There were no exceptions noted.

- iii. Management has documentation reflecting it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

Result: There were no exceptions noted.

4.) Collections (excluding electronic funds transfers)

- A. Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).

- B. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (i.e., 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:

- i. Employees responsible for cash collections do not share cash drawers/registers.

Result: There were no exceptions noted.

- ii. Each employee responsible for collecting cash is not responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit.

Result: There were no exceptions noted.

- iii. Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.

Result: There were no exceptions noted.

- iv. The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions, are not responsible for collecting cash, unless another employee/official verifies the reconciliation.

Result: There were no exceptions noted.

- C. Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe the bond or insurance policy for theft was enforced during the fiscal period.

Result: There were no exceptions noted.

- D. Randomly select two deposit dates for each of the 5 bank accounts selected for procedure #3 under “Bank Reconciliations” above (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). Obtain supporting documentation for each of the 10 deposits and:
- i. Observe that receipts are sequentially pre-numbered.
Result: There were no exceptions noted.
 - ii. Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
Result: There were no exceptions noted.
 - iii. Trace the deposit slip total to the actual deposit per the bank statement.
Result: There were no exceptions noted.
 - iv. Observe the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).
Result: There were no exceptions noted.
 - v. Trace the actual deposit per the bank statement to the general ledger.
Result: There were no exceptions noted.

5.) Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases)

- A. Obtain a listing of locations that process payments for the fiscal period and management’s representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).
- B. For each location selected under #5A above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that:
- i. At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.
Result: There were no exceptions noted.
 - ii. At least two employees are involved in processing and approving payments to vendors.
Result: There were no exceptions noted.
 - iii. The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.
Result: There were no exceptions noted.
 - iv. Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.

Result: There were no exceptions noted.

- v. Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer, or some other electronic means.

Result: There were no exceptions noted.

- C. For each location selected under #5A above, obtain the Organization's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction, and:

- i. Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates deliverables included on the invoice were received by the Organization.

Result: There were no exceptions noted.

- ii. Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.

Result: There were no exceptions noted.

- D. Using the entity's main operation account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's policy, and (b) approved by the required number of authorized signers per the entity's policy. Note: If no electronic payments were made from the main operating account during the month selected the practitioner should select an alternative month and/or account for testing that does include electronic disbursements.

Result: There were no exceptions noted.

6.) Credit Cards/Debit Cards/Fuel Cards/P-Cards

- A. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

- B. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement), obtain supporting documentation, and:

- i. Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder.

Result: There were no exceptions noted.

- ii. Observe that finance charges and late fees were not assessed on the selected statements.

Result: There were no exceptions noted.

- C. Using the monthly statements or combined statements selected under #7B above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (i.e., each card should have 10 transactions subject to testing). For each transaction, observe it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and note whether management had a compensating control to address missing receipts, such as a “missing receipt statement” that is subject to increased scrutiny.

Result: There were no exceptions noted.

7.) Travel and Travel-Related Expense Reimbursements (excluding card transactions)

- A. Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management’s representation that the listing or general ledger is complete. Randomly select 5 reimbursements, obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:

- i. If reimbursed using a per diem, observe the approved reimbursement rate is no more than those rates established either by the State of Louisiana or the U.S. General Services Administration (www.gsa.gov).

Result: There were no exceptions noted.

- ii. If reimbursed using actual costs, observe the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.

Result: There were no exceptions noted.

- iii. Observe each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by written policies and procedures procedure #1A(vii).

Result: There were no exceptions noted.

- iv. Observe each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

Result: There were no exceptions noted.

8.) Contracts

- A. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternately, the practitioner may use an equivalent selection source, such as an active vendor list.* Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and:
- i. Observe whether the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law.
Result: This is not applicable, as the Organization did not have any contracts under the Louisiana Public Bid Law requirements.
 - ii. Observe whether the contract was approved by the governing body/board, if required by policy or law.
Result: There were no exceptions noted.
 - iii. If the contract was amended (e.g., change order), observe the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, was approval documented).
Result: There were no exceptions noted.
 - iv. Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe the invoice and related payment agreed to the terms and conditions of the contract.
Result: There were no exceptions noted.

9.) Payroll and Personnel

- A. Obtain a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.
- B. Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under #9A above, obtain attendance records and leave documentation for the pay period, and:
- i. Observe all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory). (Note: Generally, officials are not eligible to earn leave and do not document their attendance and leave. However, if the official is earning leave according to a policy and/or contract, the official should document his/her daily attendance and leave.)
Result: There were no exceptions noted.
 - ii. Observe whether supervisors approved the attendance and leave of the selected employees or officials.

Result: There were no exceptions noted.

- iii. Observe any leave accrued or taken during the pay period is reflected in the Organization's cumulative leave records.

Result: There were no exceptions noted.

- iv. Observe the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.

Result: There we no exceptions noted.

- C. Obtain a listing of those employees or officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials, obtain related documentation of the hours and pay rates used in management's termination payment calculations and the Organization's policy on termination payments. Agree the hours to the employee or officials' cumulative leave records, agree the pay rates to the employee or officials' authorized pay rates in the employee or officials' personnel files, and agree the termination payment to Organization policy.

Result: There were no exceptions noted.

- D. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

Result: There were no exceptions noted.

10.) Ethics

- A. Using the 5 randomly selected employees/officials from procedure #9A under "Payroll and Personnel" above, obtain ethics documentation from management, and:

- i. Observe whether the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.
- ii. Observe whether the Organization maintains documentation which demonstrates each employee and official were notified of any changes to the Organization's ethics policy during the fiscal period, as applicable.

- B. Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.

Result: The Organization is a nonprofit organization; therefore, the ethics agreed-upon procedure does not apply.

11.) Debt Service

- A. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe State Bond Commission approval was obtained for each debt instrument issued.

- B. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

Result: The Organization is a nonprofit organization; therefore, the debt service agreed-upon procedure does not apply.

12.) Fraud Notice

- A. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the Organization reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the Organization is domiciled by R.S. 24:523.

Result: The Organization represented that there were no misappropriations of public funds for the fiscal year. There were no exceptions noted.

- B. Observe the Organization has posted on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

Result: There were no exceptions noted.

13.) Information Technology Disaster Recovery/Business Continuity

- A. Perform the following procedures:

- i. Obtain and inspect the Organization's most recent documentation that it has backed up its critical data (if no written documentation, inquire of personnel responsible for backing up critical data) and observe that such backup occurred within the past week. If backups are stored on a physical medium (e.g., tapes, CDs), observe evidence that backups are encrypted before being transported.

Result: We performed the procedure and discussed the results with management.

- ii. Obtain and inspect the Organization's most recent documentation that it has tested/verified that its backups can be restored (if no written documentation, inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.

Result: We performed the procedure and discussed the results with management.

- iii. Obtain a listing of the Organization's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

Result: We performed the procedure and discussed the results with management.

- B. Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in procedure #9C. Observe evidence that the selected employees have been removed or disabled from the network.

Result: We performed the procedure and discussed the results with management.

- C. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain cybersecurity training documentation from management, and observe that the documentation demonstrates that the following employees/officials with access to the agency's information technology assets have completed cybersecurity training as required by R.S. 42:1267. The requirements are as follows:

- Hired before June 9, 2020 - completed the training; and
- Hired on or after June 9, 2020 - completed the training within 30 days of initial service or employment.

Result: We performed the procedure and discussed the results with management.

14.) Prevention of Sexual Harassment

- A. Using the 5 randomly selected employees/officials from procedure #9A under "Payroll and Personnel" above, obtain sexual harassment training documentation from management, and observe the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year.

Result: The Organization is a nonprofit organization; therefore, the prevention of sexual harassment agreed-upon procedure does not apply.

- B. Observe the Organization has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the Organization's premises if the Organization does not have a website).

Result: The Organization is a nonprofit organization; therefore, the prevention of sexual harassment agreed-upon procedure does not apply.

- C. Obtain the Organization's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe it includes the applicable requirements of R.S. 42:344:

- i. Number and percentage of public servants in the agency who have completed the training requirements;
- ii. Number of sexual harassment complaints received by the agency;
- iii. Number of complaints which resulted in a finding that sexual harassment occurred;
- iv. Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and

- v. Amount of time it took to resolve each complaint.

Result: The Organization is a nonprofit organization; therefore, the prevention of sexual harassment agreed-upon procedure does not apply.

We were engaged by Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and Affiliate to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on those C/C areas identified in the SAUPs. 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.

We are required to be independent of Gulf Coast Teaching Family Services, Inc. d/b/a Gulf Coast Social Services and Affiliate and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, 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 LLA as a public document.



December 23, 2024
Metairie, Louisiana

LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Quasi-Public Agencies)

December 30, 2024 (Date Transmitted)

Bernard & Franks, A Corporation of CPA's (CPA Firm Name)
4141 Veterans Memorial Boulevard Suite 313 (CPA Firm Address)
Metairie, LA 70002 (City, State Zip)

In connection with your audit of our financial statements as of Gulf Coast Teaching Family Services, Inc. and for July 1, 2023- June 30, 2024 (period of audit) for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our internal control structure as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of October 21, 2024 date completed/date of the representations).

PART I. Agency Profile

1. Name and address of the organization.

Gulf Coast Teaching Family Services, Inc.
2400 Edenborn Ave
Metairie, La 70001

2. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel. (see attached board list)

3. Period of time covered by this questionnaire.

July 1, 2023-June 30, 2024

4. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances. 501 (c)(3)

5. Briefly describe the public services provided. We are a private non-profit organization that provides the resources necessary to improve the quality of life and maximize independence for people who need support through behavioral health, home and community-based services.

6. Expiration date of current elected/appointed officials' terms. See. attached.

Part II. Federal, State, and Local Awards

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

Yes [x] No [] N/A []

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

Yes No N/A

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

Yes No N/A

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

Yes No N/A

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

Yes No N/A

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

Yes No N/A

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

Yes No N/A

14. We have complied with all applicable compliance requirements of all federal programs we administer,

Yes No N/A

15. We have complied with all applicable specific requirements of all state programs we administer, to include matters contained in the grant awards.

Yes No N/A

16. We have complied with all applicable specific requirements of all local programs we administer, to include matters contained in the grant awards.

Yes No N/A

17. We have provided you with all communications from grantors concerning noncompliance with or deficiencies in administering grant programs.

Yes No N/A

Part III. Public Records

18. We are familiar with the Public Records Act and have made available to the public those records as required by R.S. 44:33.

Yes No N/A

Part IV. Open Meetings

19. 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 N/A

Part V. Budget

20. For each federal grant, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration.

Yes No N/A

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

Yes No N/A

22. For each local grant, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration.

Yes No N/A

Part VI. Reporting

23. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes No N/A

24. 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 N/A

25. 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 N/A

26. We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes No N/A

The previous responses have been made to the best of our belief and knowledge. We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies 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 this report. We acknowledge our responsibility to disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur subsequent to the issuance of your report.

Secretary _____ Date

Treasurer _____ Date

Will Fer

President _____ 12/30/2024 _____ Date