

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.

*General Purpose Financial Statements
For the Year Ended June 30, 2002*

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

Release Date 1/8/03

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
FOR THE YEAR ENDED JUNE 30, 2002

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RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
FOR THE YEAR ENDED JUNE 30, 2002

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INDEPENDENT AUDITORS' REPORT

Board of Directors
Richland Voluntary Council on Aging, Inc.
Rayville, Louisiana

We have audited the accompanying general purpose financial statements of the Richland Voluntary Council on Aging, Inc. as of and for the year ended June 30, 2002. These financial statements are the responsibility of the Council's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Council as of June 30, 2002, and the results of its operations for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated October 10, 2002, on our consideration of the Council's internal control over financial reporting and our tests of its compliance with certain provision of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the general purpose financial statements of the Richland Voluntary Council on Aging, Inc. taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the general purpose financial statements. Such information has been subjected to the auditing procedures applied to the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects, in relation to the general purpose financial statements taken as a whole.

Board of Directors
Richland Voluntary Council on Aging, Inc.
Rayville, Louisiana
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Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The supplemental information beginning on page 16 is presented for purposes of additional analysis and is not a required part of the general purpose financial statements of the Council. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Cameron, Hines & Hartt (APAC)

West Monroe, Louisiana
October 10, 2002

GENERAL PURPOSE FINANCIAL STATEMENTS
COMBINED STATEMENTS – OVERVIEW

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS

JUNE 30, 2002

	<u>Governmental Fund Types</u>		<u>Account Group</u>	<u>TOTALS</u>	
	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>General Fixed Assets</u>	<u>(Memorandum Only)</u>	
				<u>2002</u>	<u>2001</u>
<u>ASSETS</u>					
Cash and Cash Equivalents	\$ 46,961	\$ 26,776	\$ -	\$ 73,737	\$ 61,520
Certificates of Deposit	21,000	57,200	-	78,200	79,750
Accounts Receivable	-	6,427	-	6,427	4,521
Due From Other Funds	2,989	-	-	2,989	4,570
Land	-	-	11,500	11,500	-
Building	-	-	57,500	57,500	-
Vehicles	-	-	33,136	33,136	33,136
Furniture and Equipment	-	-	12,150	12,150	24,127
<u>TOTAL ASSETS</u>	<u>\$ 70,950</u>	<u>\$ 90,403</u>	<u>\$ 114,286</u>	<u>\$ 275,639</u>	<u>\$ 207,624</u>
<u>LIABILITIES AND FUND EQUITY</u>					
<u>LIABILITIES</u>					
Accounts Payable	\$ -	\$ 8,497	\$ -	\$ 8,497	\$ 10,809
Other Accrued Expenses	6,425	-	-	6,425	4,551
Notes Payable - Current Portion	4,806	-	-	4,806	-
Due To Other Funds	-	2,989	-	2,989	4,570
Total Current Liabilities	11,231	11,486	-	22,717	19,930
Long-Term Liabilities					
Notes Payable	51,691	-	-	51,691	-
Total Liabilities	62,922	11,486	-	74,408	19,930
<u>FUND EQUITY</u>					
Investment in General					
Fixed Assets	-	-	114,286	114,286	57,263
Fund Balances					
Reserved:					
Utilities Assistance	-	2,280	-	2,280	1,581
Unreserved and Undesignated	8,028	76,637	-	84,665	128,850
Total Fund Equity	8,028	78,917	114,286	201,231	187,694
<u>TOTAL LIABILITIES AND FUND EQUITY</u>	<u>\$ 70,950</u>	<u>\$ 90,403</u>	<u>\$ 114,286</u>	<u>\$ 275,639</u>	<u>\$ 207,624</u>

The accompanying notes are an integral part of this financial statement.

RICHLAND VOLUNTARY COUNCIL ON AGING, INC
RAYVILLE, LOUISIANA

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES-ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED JUNE 30, 2002
WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2001

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Totals (Memorandum Only)</u>	
			<u>2002</u>	<u>2001</u>
<u>REVENUES</u>				
Intergovernmental	\$ 21,779	\$ 248,058	\$ 269,837	\$ 263,571
Public Support	4,119	116,443	120,562	32,720
Craft Sale Income	-	-	-	997
Rental Income	8,800	-	8,800	-
Sale of Van	-	-	-	700
Interest Income	3,059	-	3,059	5,863
<u>Total Revenues</u>	<u>37,757</u>	<u>364,501</u>	<u>402,258</u>	<u>303,851</u>
<u>EXPENDITURES</u>				
Current:				
Salaries	-	105,949	105,949	100,333
Fringe	-	8,215	8,215	7,792
Travel	-	15,957	15,957	13,750
Operating Services	-	63,416	63,416	74,187
Operating Supplies	-	11,654	11,654	9,575
Other Costs	105	170,949	171,054	78,114
Interest Expense	2,534	-	2,534	-
Capital Outlay	62,325	1,577	63,902	1,138
Utility Assistance	-	3,063	3,063	16,885
<u>Total Expenditures</u>	<u>64,964</u>	<u>380,780</u>	<u>445,744</u>	<u>301,774</u>
<u>EXCESS (DEFICIENCY) OF REVENUES</u>				
<u>OVER EXPENDITURES</u>	(27,207)	(16,279)	(43,486)	2,077
<u>OTHER FINANCING SOURCES</u>				
<u>(USES)</u>				
Operating Transfers - In	-	59,516	59,516	50,430
Operating Transfers - Out	(23,477)	(36,039)	(59,516)	(50,430)
<u>Total Other Financing Sources</u>				
<u>(Uses)</u>	<u>(23,477)</u>	<u>23,477</u>	<u>-</u>	<u>-</u>
<u>EXCESS (DEFICIENCY) OF REVENUES</u>				
<u>AND OTHER FINANCING SOURCES</u>				
<u>OVER EXPENDITURES AND</u>				
<u>OTHER FINANCING USES</u>	(50,684)	7,198	(43,486)	2,077
<u>FUND BALANCE AT BEGINNING</u>				
<u>OF YEAR</u>	<u>58,712</u>	<u>71,719</u>	<u>130,431</u>	<u>128,354</u>
<u>FUND BALANCE AT END OF YEAR</u>				
	<u>\$ 8,028</u>	<u>\$ 78,917</u>	<u>\$ 86,945</u>	<u>\$ 130,431</u>

The accompanying notes are an integral part of this financial statement.

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - BUDGET (GAAP BASIS) AND ACTUAL
ALL GOVERNMENTAL FUND TYPES

FOR THE YEAR ENDED JUNE 30, 2002

	General Fund		
	GAAP Basis Budget	Actual	Variance - Favorable (Unfavorable)
<u>REVENUES</u>			
Intergovernmental	\$ 21,779	\$ 21,779	\$ -
Public Support	-	4,119	4,119
Rental Income	-	8,800	8,800
Interest Income	-	3,059	3,059
Total Revenues	<u>21,779</u>	<u>37,757</u>	<u>15,978</u>
<u>EXPENDITURES</u>			
Current:			
Salaries	-	-	-
Fringe	-	-	-
Travel	-	-	-
Operating Services	-	-	-
Operating Supplies	-	-	-
Other Costs	-	105	(105)
Interest Expense	-	2,534	(2,534)
Capital Outlay	-	62,325	(62,325)
Utility Assistance	-	-	-
Total Expenditures	<u>-</u>	<u>64,964</u>	<u>(64,964)</u>
<u>EXCESS (DEFICIENCY) OF REVENUES</u> <u>OVER EXPENDITURES</u>	21,779	(27,207)	(48,986)
<u>OTHER FINANCING SOURCES</u> <u>(USES)</u>			
Operating Transfers - In	-	-	-
Operating Transfers - Out	(21,779)	(23,477)	(1,698)
Total Other Financing Sources (Uses)	<u>(21,779)</u>	<u>(23,477)</u>	<u>(1,698)</u>
<u>EXCESS (DEFICIENCY) OF REVENUES</u> <u>AND OTHER FINANCING SOURCES</u> <u>OVER EXPENDITURES AND OTHER</u> <u>FINANCING USES</u>	-	(50,684)	(50,684)
<u>FUND BALANCE AT BEGINNING</u> <u>OF YEAR</u>	<u>-</u>	<u>58,712</u>	<u>58,712</u>
<u>FUND BALANCE AT END OF YEAR</u>	<u>\$ -</u>	<u>\$ 8,028</u>	<u>\$ 8,028</u>

Special Revenue Funds			TOTALS (Memorandum Only)		
GAAP Basis Budget	Actual	Variance - Favorable (Unfavorable)	GAAP Basis Budget	Actual	Variance - Favorable (Unfavorable)
\$ 246,204	\$ 248,058	\$ 1,854	\$ 267,983	\$ 269,837	\$ 1,854
14,050	116,443	102,393	14,050	120,562	106,512
-	-	-	-	8,800	8,800
-	-	-	-	3,059	3,059
<u>260,254</u>	<u>364,501</u>	<u>104,247</u>	<u>282,033</u>	<u>402,258</u>	<u>120,225</u>
108,095	105,949	2,146	108,095	105,949	2,146
12,284	8,215	4,069	12,284	8,215	4,069
15,175	15,957	(782)	15,175	15,957	(782)
56,745	63,416	(6,671)	56,745	63,416	(6,671)
11,900	11,654	246	11,900	11,654	246
78,410	170,949	(92,539)	78,410	171,054	(92,644)
-	-	-	-	2,534	(2,534)
1,600	1,577	23	1,600	63,902	(62,302)
-	3,063	(3,063)	-	3,063	(3,063)
<u>284,209</u>	<u>380,780</u>	<u>(96,571)</u>	<u>284,209</u>	<u>445,744</u>	<u>(161,535)</u>
(23,955)	(16,279)	7,676	(2,176)	(43,486)	(41,310)
63,697	59,516	(4,181)	63,697	59,516	(4,181)
<u>(41,918)</u>	<u>(36,039)</u>	<u>5,879</u>	<u>(63,697)</u>	<u>(59,516)</u>	<u>4,181</u>
<u>21,779</u>	<u>23,477</u>	<u>1,698</u>	<u>-</u>	<u>-</u>	<u>-</u>
(2,176)	7,198	9,374	(2,176)	(43,486)	(41,310)
-	71,719	71,719	-	130,431	130,431
<u>\$ (2,176)</u>	<u>\$ 78,917</u>	<u>\$ 81,093</u>	<u>\$ (2,176)</u>	<u>\$ 86,945</u>	<u>\$ 89,121</u>

The accompanying notes are an integral part of this financial statement.

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002

Note 1- Summary of Significant Accounting Policies

A. Reporting Entity

In 1964, the State of Louisiana passed Act 456 that authorized the charter of voluntary councils on aging for the welfare of the aging people in their representative parishes. Charters are issued by the Louisiana Secretary of State upon approval by the Governor's Office of Elderly Affairs. The Richland Voluntary Council on Aging, Inc. is a non-profit, quasi-public, corporation which must comply with the policies and regulations established by the Governor's Office of Elderly Affairs, the state agency which provides the Council with most of its revenues. The Council also receives revenues from other federal, state, and local government agencies which may impose certain restrictions upon how the Council can use the money that they have provided.

The primary function of the Richland Voluntary Council on Aging, Inc. is to improve the quality of life for the parish's elderly and to provide services to the elderly as well as coordinate and monitor the services of other local agencies serving the aging people of the parish. Such services include providing meals, nutritional education, information and referral services, legal assistance, homemaker services, operating senior centers, and transportation. A Board of Directors, consisting of 15 voluntary members who serve three-year terms governs the Council.

The Council is not a component unit of another primary government nor does it have any component units that are related to it. Therefore, the Council has presented its financial statements as a separate special purpose government.

B. Presentation of Statements

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

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

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002

Note 1- Summary of Significant Accounting Policies (continued)

C. Fund Accounting

The Council uses funds and account groups to report its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain functions or activities.

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

Governmental funds are used to account for all or most of the Council's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition of fixed assets, and the servicing of general long-term debt.

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

GOVERNMENTAL FUNDS

General Fund

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

Local Funds

Local funds are received from various local sources; such funds not being restricted to any special use.

PCOA (ACT 735) Funds

PCOA (Act 735) funds are appropriated for the Governor's Office of Elderly Affairs by the Louisiana Legislature for remittance to the Council on Aging. The Council may use these "Act 735" funds at its discretion provided the program is benefiting people who are at least 60.

RICHLAND VOLUNTARY COUNCIL ON AGING, INC
RAYVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002

Note 1- Summary of Significant Accounting Policies (continued)

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. Most of the Council's special revenue funds are provided by GOEA. The Title III funds are provided by the United States Department of Health and Human Services Administration on Aging through the Governor's Office of Elderly Affairs which in turn "passes through" the funds to the Council.

The following are the funds that comprise the Council's Special Revenue Funds:

Title III-B Supportive Services Fund

This program provides access services, in-home services, community services, legal assistance and transportation for the elderly.

Senior Center Fund

This program provides community service centers at which older persons receive supportive services and participate in activities which foster their independence, enhance their dignity and encourage their involvement in and with the community.

Title III C-1 Congregate Meals Fund

These funds are used to provide nutritional congregate meals to the elderly in strategically located centers.

Title III C-2 Home Delivered Meals Fund

These funds are used to provide nutritional meals to home-bound older persons.

U.S.D.A. Fund

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

Title III-D Disease Prevention and Health Promotion Services

This program provides preventive health services.

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002

Note 1- Summary of Significant Accounting Policies (continued)

Title III-E National Family Caregiver Support

To assist in providing multifaceted systems of support services for family caregivers and grandparents or older individuals who are relative caregivers.

Audit Funds

These funds are used to offset the cost of the annual audit. The amount received for the years ended June 30, 2002 and 2001 was \$1,097 and \$1,221, respectively.

Supplemental Senior Center Fund

The Louisiana Legislature appropriated additional money for various Councils on Aging through the state to be used to supplement the primary state grant for senior centers. Richland Voluntary Council on Aging, Inc. was one of the parish councils to receive a supplemental grant.

Utility Assistance Fund

The Utility Assistance fund is used to account for the administration of programs that are sponsored by local utility companies. The companies collect contributions from service customers and remit the funds to the parish Councils on Aging to provide assistance to the elderly for the payment of their utility bills.

ACCOUNT GROUP

The following account group is not a "fund". It is concerned only with the measurement of financial position and is not involved with measurement of results of operations.

General Fixed Assets Account Group

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. No depreciation has been provided on general fixed assets.

The cost of normal maintenance and repairs that do not add to the value of fixed assets or materially extend their useful lives are not capitalized but are only recognized as a normal expenditure of the governmental funds.

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002

Note 1- Summary of Significant Accounting Policies (continued)

D. Total Columns on Combined Statements – Overview

Total columns on the Combined Statements – Overview are captioned “Memorandum Only” to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with accounting principles generally accepted in the United States of America. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

E. Basis of Accounting

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

The modified accrual basis of accounting is used for reporting all governmental fund types. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Transfers between funds that are not expected to be repaid are accounted for as other financing sources (uses) and are recognized when the underlying events occur.

F. Budget Policy

The Council follows these procedures in establishing the budgetary data reflected in these financial statements:

The Governor’s Office of Elderly Affairs (GOEA) notifies the Council each year as to the funding levels for each program’s grant award.

The Executive Director prepares a proposed budget based on the funding levels provided by GOEA and then submits the budget to the Board of Directors for approval.

The Board of Directors reviews and adopts the budget before June 30th of the current year for the next year.

The adopted budget is forwarded to the Governor’s Office of Elderly Affairs for final approval.

All budgetary appropriations lapse at the end of each fiscal year (June 30).

The budget is prepared on a modified accrual basis, consistent with the basis of accounting, for comparability of budgeted and actual revenues and expenditures.

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002

Note 1- Summary of Significant Accounting Policies (continued)

F. Budget Policy (continued)

Actual amounts are compared to budgeted amounts periodically during the fiscal year as a management control device.

The council may transfer funds between line items as often as required, but must obtain prior approval for the Governor's Office of Elderly Affairs for funds received under grants from this state agency. Expenditures cannot legally exceed appropriations on an individual level.

Amounts were not budgeted for revenues and expenses for the utility assistance fund because they were not legally required and the amount of revenues to be received under this program could not be determined.

G. Fixed Assets

All fixed assets are stated at historical cost or estimated historical cost, if actual historical cost is not available. Donated fixed assets are stated at their estimated fair market value on the date donated. No depreciation has been provided on general fixed assets. For the year ended June 30, 2001, the Governor's Office of Elderly Affairs requested that all fixed assets recorded in the General Fixed Asset Account Group that cost less than \$1,000 be removed from the account group. Only items exceeding \$1,000 are recorded in the account group.

H. Compensated Absences

Employees of the Richland Voluntary Council on Aging, Inc. earn from 12 to 21 days of annual leave each year with 10 days allowed to be carried over to next year, depending on their length of service and the employee's working status (full-time or part-time). Provided that funds are available, employees are compensated upon termination of employment for current-year accrued annual leave. Employees earn up to 12 days of sick leave each year, and can accumulate up to 60 days, depending upon whether the employee is on a part-time or full-time status. Employees are not paid for accrued sick leave at termination and no accrual has been made.

I. Funding Policies and Sources of Funds

The Council receives its monies through various methods of funding. USDA cash-in-lieu of commodities funds are provided through the Louisiana Governor's Office of Elderly Affairs to help offset raw food cost in Title III C-1 and C-2 programs. This program is funded under the units of service provided method. The Senior Center program and State Allocation (PCOA) funds are received as a monthly allocation of the total budget (grant) in advance of the actual expenditure. The Title III-B, C-1, C-2, D and E programs are funded based on actual operating cost incurred.

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002

Note 1 - Summary of Significant Accounting Policies (continued)

I. Funding Policies and Sources of Funds (continued)

The Council encourages and receives contributions from clients to help offset the costs of the Title III-B, C-1, and C-2 programs. Utility assistance funds are also provided by the Louisiana Association of Council on Aging to the Council under the Helping Hands and Heating Help Energy programs. All of the above mentioned funds, including any other miscellaneous income, are recorded as revenue when the cash is received because the Council cannot predict the timing and amount of receipt.

J. Estimates

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

Note 2 - Cash and Certificates of Deposit

At June 30, 2002, the book balance of the Council's cash was \$73,737.

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. Cash and cash equivalents (bank balances) at June 30, 2002 are secured as follows:

Bank Balances	\$ <u>74,923</u>
Federal Deposit Insurance	\$ 100,000
Pledged Securities (Uncollateralized)	<u> -</u>
Total	\$ <u>100,000</u>

The bank statement balances exceeded the general ledger balances due to in-transit items such as outstanding checks.

Because the pledged securities are held by the custodial bank in the name of the fiscal agent bank rather than in the name of the Council, they are considered uncollateralized (Category 3) under the provision of GASB Codification C20.106; however Louisiana Revised Statute 39.1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Council that the fiscal agent bank has failed to pay deposited funds upon demand.

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002

Note 2 - Cash and Certificates of Deposit (continued)

One financial institution maintains two certificates of deposit that mature within three months of year end. The certificates of deposit are recorded at market value. The market value of the pledged securities is \$78,200. These are considered cash equivalents at June 30, 2002.

Note 3 - Receivables

Accounts receivable at June 30, 2002, consisting of reimbursements for expenses incurred under the USDA program, was \$3,438, and from IID and IIE programs was \$2,989.

Note 4 - Fixed Assets

A summary of changes in general fixed assets follows:

	<u>Balance</u> <u>July 1, 2001</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2002</u>
Land	\$ -	\$ 11,500	\$ -	\$ 11,500
Building	-	57,500	-	57,500
Vehicles	33,136	-	-	33,136
Furniture & Fixtures	<u>24,127</u>	<u>1,295</u>	<u>13,272</u>	<u>12,150</u>
TOTALS	<u>\$ 57,263</u>	<u>\$ 70,295</u>	<u>\$ 13,272</u>	<u>\$ 114,286</u>

Note 5 - In-Kind Contributions

The Council received various in-kind contributions during the year. These in-kind contributions have not been recorded in the financial statements as revenues, nor has the expenditure related to the use of the in-kind been recorded. The primary in-kind contributions consisted of free utilities for the senior center and meal sites, and wages and fringe benefits for volunteer workers.

Note 6 - Board of Directors' Compensation

The Board of Directors is a voluntary board; therefore, no compensation has been paid to any member. However, board members are reimbursed for out-of-town travel expenses incurred in accordance with the Council's regular personnel policy.

Note 7 - Income Tax Status

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

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002

Note 8 - Litigation and Claims

There were tow minor litigation claims pending against the Council at June 30, 2002. The Council maintains liability insurance that will cover any settlements made, if any.

Note 9 - Federal Award Programs

The Council receives revenues from various federal and state grant programs that are subject to final review and approval as to the allowability of expenditures by the respective grantor agencies. These programs are audited in accordance with the *Single Audit Act Amendment of 1996* and OMB Circular A-133, *Audits of States, Local Governments and Non-Profit Institutions*. Any settlements or expenses arising out of a final review are recognized in the period agreed upon by the agency and the Council. Also, it is management's opinion that any audits by the grantor agencies would not produce disallowed program costs and liabilities to such an extent that they would materially affect the Council's financial position.

Note 10-Economic Dependency

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

Note 11-Related Party Transactions

There were no related party transactions at June 30, 2002.

Note 12-Risk Management

The Council is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The council has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. No settlements were made during the year that exceeded the Council's insurance coverage.

Note 13-Parish Nutrition Project

The Council has entered into an agreement with the Delhi Charter School to provide school lunches. Because the school is supported with state funding, the school can not purchase lunches from a for profit entity. The Council purchases the food for the lunches from Bountiful in addition to their own food purchases. The Delhi Charter School reimburses the Council for its portion. This creates a wash effect of revenues and expenditures during the year, therefore, there is no income or loss at year end.

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002

Note 14-Interfund Transfers

Operating transfers in and out are listed by fund for 2002 are as follows:

<u>Funds Transferred In</u>	<u>Funds Transferred Out</u>					<u>Total In</u>
	<u>Senior Center</u>	<u>Supplemental Senior Center</u>	<u>USDA</u>	<u>PCOA</u>	<u>General Fund</u>	
Title III B- Supportive Services	\$ 9,668	\$ 2,391	\$ -	\$ 5,445	\$ -	\$ 17,504
Title III C-1	4,135	1,028	6,050	-	-	11,213
Title III C-2	3,088	706	7,809	16,334	-	27,937
Title III D	95	-	-	-	-	95
Title III E	<u>694</u>	<u>375</u>	<u>-</u>	<u>-</u>	<u>1,698</u>	<u>2,767</u>
Total Out	<u>\$ 17,680</u>	<u>\$ 4,500</u>	<u>\$ 13,859</u>	<u>\$ 21,779</u>	<u>\$ 1,698</u>	<u>\$ 59,516</u>

Note 15- Notes Payable

A note payable in the amount of \$62,325 with an interest rate of 6.50% per year was obtained during the year to purchase a building. The Council pays \$709 per month for 5 years beginning October 2001. The loan has a balloon payment of \$42,030 that is due at the end of the fifth (5) year. The amount owed at June 30, 2001 was \$56,497.

The annual requirements to amortize the note outstanding as of June 30, 2002, including interest of \$ 22,598, are as follows:

<u>June 30,</u>	<u>Note Payable</u>
2002	\$ 8,493
2003	8,493
2004	8,493
2005	8,493
2006	<u>50,951</u>
Total	<u>\$ 84,923</u>

SUPPLEMENTAL INFORMATION SCHEDULES:
COMBINING AND ACCOUNT GROUP SCHEDULES

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

GENERAL FUNDS
COMBINING BALANCE SHEETS
JUNE 30, 2002
WITH COMPARATIVE TOTALS FOR JUNE 30, 2001

	<u>Programs of the General Fund</u>		<u>Totals</u>	
	<u>Local</u>	<u>PCOA (Act 735)</u>	<u>2002</u>	<u>2001</u>
<u>ASSETS</u>				
Cash & Cash Equivalents	\$ 46,961	\$ -	\$ 46,961	\$ 39,135
Certificates of Deposits	21,000	-	21,000	21,416
Prepaid Expenses	-	-	-	493
Due From Other Funds	2,989	-	2,989	4,077
<u>TOTAL ASSETS</u>	<u>\$ 70,950</u>	<u>\$ -</u>	<u>\$ 70,950</u>	<u>\$ 65,121</u>
 <u>LIABILITIES AND FUND BALANCE</u>				
<u>LIABILITIES</u>				
Accounts Payable	\$ -	\$ -	\$ -	\$ 1,858
Notes Payable - Current Portion	4,806	-	4,806	-
Other Accrued Expenses	6,425	-	6,425	4,551
Total Current Liabilities	11,231	-	11,231	6,409
Notes Payable - Long-Term	51,691	-	51,691	-
Total Liabilities	62,922	-	62,922	6,409
 <u>FUND BALANCE</u>				
Unreserved and Undesignated	8,028	-	8,028	58,712
<u>TOTAL LIABILITIES AND FUND BALANCE</u>	<u>\$ 70,950</u>	<u>\$ -</u>	<u>\$ 70,950</u>	<u>\$ 65,121</u>

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

GENERAL FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2002
WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2001

	Programs of the General Fund		Totals	
	Local	PCOA (Act 735)	2002	2001
<u>Revenues</u>				
PCOA	\$ -	\$ 21,779	\$ 21,779	\$ 21,779
Public Support	4,119	-	4,119	3,448
Craft Sale Income	-	-	-	423
Sale of Van	-	-	-	700
Rental Income	8,800	-	8,800	-
Interest Income	3,059	-	3,059	5,863
Total Revenues	<u>15,978</u>	<u>21,779</u>	<u>37,757</u>	<u>32,213</u>
<u>Expenditures</u>				
Other Costs	105	-	105	294
Interest Expense	2,534	-	2,534	-
Capital Outlay - Land & Building	62,325	-	62,325	-
Total Expenditures	<u>64,964</u>	<u>-</u>	<u>64,964</u>	<u>294</u>
<u>Excess of Revenues Over</u>				
<u>Expenditures</u>	(48,986)	21,779	(27,207)	31,919
<u>Other Financing Sources (Uses)</u>				
Operating Transfers Out	(1,698)	(21,779)	(23,477)	(23,243)
Total Other Financing Sources (Uses)	(1,698)	(21,779)	(23,477)	(23,243)
<u>Excess of Revenues and Other</u>				
<u>Financing Sources Over</u>				
<u>Expenditures and Other</u>				
<u>Financing Uses</u>	(50,684)	-	(50,684)	8,676
Fund Balance at Beginning of Year	<u>58,712</u>	<u>-</u>	<u>58,712</u>	<u>50,036</u>
<u>FUND BALANCE AT</u>				
<u>END OF YEAR</u>	<u>\$ 8,028</u>	<u>\$ -</u>	<u>\$ 8,028</u>	<u>\$ 58,712</u>

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

SPECIAL REVENUE FUNDS
COMBINING BALANCE SHEETS

JUNE 30, 2002

WITH COMPARATIVE TOTALS FOR JUNE 30, 2001

	<u>Title III B</u> <u>Supportive</u> <u>Services</u>	<u>Title III C-1</u> <u>Congregate</u> <u>Meals</u>	<u>Title III C-2</u> <u>Home</u> <u>Delivered</u> <u>Meals</u>	<u>Senior</u> <u>Center</u>	<u>Supplemental</u> <u>Senior Center</u>
<u>ASSETS</u>					
Cash & Cash Equivalents	\$ 1,060	\$ 2,971	\$ 4,466	\$ -	\$ -
Certificates of Deposit	-	-	-	-	-
Receivables	-	-	-	-	-
<u>TOTAL ASSETS</u>	<u>\$ 1,060</u>	<u>\$ 2,971</u>	<u>\$ 4,466</u>	<u>\$ -</u>	<u>\$ -</u>
 <u>LIABILITIES AND FUND BALANCES</u>					
<u>LIABILITIES</u>					
Accounts Payable	\$ 1,060	\$ 2,971	\$ 4,466	\$ -	\$ -
Due To Other Funds	-	-	-	-	-
Total Liabilities	<u>1,060</u>	<u>2,971</u>	<u>4,466</u>	<u>-</u>	<u>-</u>
 Fund Balances:					
Reserved for:					
Utilities Assistance	-	-	-	-	-
Unreserved & Undesignated	-	-	-	-	-
Total Fund Balances	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>TOTAL LIABILITIES AND</u> <u>FUND BALANCES</u>	<u>\$ 1,060</u>	<u>\$ 2,971</u>	<u>\$ 4,466</u>	<u>\$ -</u>	<u>\$ -</u>

Title III D Disease Prevention	Title III E Caregiver	Audit Funds	Utilities Assistance	USDA	Parish Nutrition Project	Totals	
						2002	2001
\$ -	\$ -	\$ -	\$ 2,280	\$ 15,999	\$ -	\$ 26,776	\$ 22,385
-	-	-	-	57,200	-	57,200	58,334
1,927	1,062	-	-	3,438	-	6,427	4,521
<u>\$ 1,927</u>	<u>\$ 1,062</u>	<u>\$ -</u>	<u>\$ 2,280</u>	<u>\$ 76,637</u>	<u>\$ -</u>	<u>\$ 90,403</u>	<u>\$ 85,240</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,497	\$ 8,952
1,927	1,062	-	-	-	-	2,989	4,569
<u>1,927</u>	<u>1,062</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>11,486</u>	<u>13,521</u>
-	-	-	2,280	-	-	2,280	1,581
-	-	-	-	76,637	-	76,637	70,138
-	-	-	<u>2,280</u>	<u>76,637</u>	-	<u>78,917</u>	<u>71,719</u>
<u>\$ 1,927</u>	<u>\$ 1,062</u>	<u>\$ -</u>	<u>\$ 2,280</u>	<u>\$ 76,637</u>	<u>\$ -</u>	<u>\$ 90,403</u>	<u>\$ 85,240</u>

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

SPECIAL REVENUE FUNDS
COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2002
WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2001

	Title III B Supportive Services	Title III C-1 Congregate Meals	Title III C-2 Home Delivered Meals	Senior Center	Supplemental Senior Center
REVENUES					
Intergovernmental:					
North Delta Regional Planning and Development District	\$ 44,029	\$ 46,149	\$ 104,336	\$ 23,010	\$ 4,500
Public Support:					
LA Association of Councils on Aging	-	-	-	-	-
Client Contributions	4,311	4,950	8,825	-	-
Craft Sale Income	-	-	-	-	-
Total Public Support	<u>4,311</u>	<u>4,950</u>	<u>8,825</u>	<u>-</u>	<u>-</u>
Total Revenues	48,340	51,099	113,161	23,010	4,500
EXPENDITURES					
Current:					
Salaries	30,505	18,434	52,467	377	-
Fringe	2,361	1,433	4,069	30	-
Travel	2,079	741	13,137	-	-
Operating Services	22,502	15,081	18,094	4,891	-
Operating Supplies	6,621	1,442	2,429	-	-
Other Costs	783	24,906	50,665	-	-
Total Current Expenditures	<u>64,851</u>	<u>62,037</u>	<u>140,861</u>	<u>5,298</u>	<u>-</u>
Capital Outlay	993	275	237	32	-
Utility Assistance	-	-	-	-	-
Total Expenditures	<u>65,844</u>	<u>62,312</u>	<u>141,098</u>	<u>5,330</u>	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(17,504)	(11,213)	(27,937)	17,680	4,500
OTHER FINANCING SOURCES (USES)					
Operating Transfers - In	17,504	11,213	27,937	-	-
Operating Transfers - Out	-	-	-	(17,680)	(4,500)
Total Other Financing Sources (Uses)	<u>17,504</u>	<u>11,213</u>	<u>27,937</u>	<u>(17,680)</u>	<u>(4,500)</u>
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES	-	-	-	-	-
FUND BALANCES AT BEGINNING OF YEAR	-	-	-	-	-
FUND BALANCES AT END OF YEAR	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Title III D Disease Prevention	Title III E Caregiver	Audit Funds	Utilities Assistance	USDA	Parish Nutrition Project	Totals	
						2002	2001
\$ 2,890	\$ 1,689	\$ 1,097	\$ -	\$ 20,358	\$ -	\$ 248,058	\$ 241,792
-	-	-	1,630	-	-	1,630	6,562
-	-	-	2,132	-	94,595	114,813	22,710
-	-	-	-	-	-	-	574
-	-	-	3,762	-	94,595	116,443	29,846
2,890	1,689	1,097	3,762	20,358	94,595	364,501	271,638
428	3,738	-	-	-	-	105,949	100,333
34	288	-	-	-	-	8,215	7,792
-	-	-	-	-	-	15,957	13,750
1,360	391	1,097	-	-	-	63,416	74,187
1,144	18	-	-	-	-	11,654	9,575
-	-	-	-	-	94,595	170,949	77,820
2,966	4,435	1,097	-	-	94,595	376,140	283,457
19	21	-	-	-	-	1,577	1,138
-	-	-	3,063	-	-	3,063	16,885
2,985	4,456	1,097	3,063	-	94,595	380,780	301,480
(95)	(2,767)	-	699	20,358	-	(16,279)	(29,842)
95	2,767	-	-	-	-	59,516	50,430
-	-	-	-	(13,859)	-	(36,039)	(27,187)
95	2,767	-	-	(13,859)	-	23,477	23,243
-	-	-	699	6,499	-	7,198	(6,599)
-	-	-	1,581	70,138	-	71,719	78,318
\$ -	\$ -	\$ -	\$ 2,280	\$ 76,637	\$ -	\$ 78,917	\$ 71,719

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

SCHEDULE OF PROGRAM EXPENDITURES - BUDGET VS. ACTUAL
CONTRACTS AND GRANTS PROVIDED THROUGH THE LOUISIANA
GOVERNOR'S OFFICE OF ELDERLY AFFAIRS (GOEA)

FOR THE YEAR ENDED JUNE 30, 2002

	Budget	Actual	Variance - Favorable (Unfavorable)
<u>TITLE III B SUPPORTIVE SERVICES</u>			
Salaries	\$ 38,464	\$ 30,505	\$ 7,959
Fringe Benefits	4,370	2,361	2,009
Travel	1,685	2,079	(394)
Operating Services	18,678	22,502	(3,824)
Operating Supplies	6,004	6,621	(617)
Other Costs	-	783	(783)
Capital Outlay	393	993	(600)
Subtotal	<u>69,594</u>	<u>65,844</u>	<u>3,750</u>
Transfers In From:			
PCOA (Act 735)	-	(5,445)	5,445
General Fund	(2,176)	-	(2,176)
Senior Center	(17,339)	(9,668)	(7,671)
Supplemental Senior Center	(4,500)	(2,391)	(2,109)
Total III-B Supportive Services	<u>\$ 45,579</u>	<u>\$ 48,340</u>	<u>\$ (2,761)</u>
<u>TITLE III C-1 CONGREGATE MEALS</u>			
Salaries	\$ 13,115	\$ 18,434	\$ (5,319)
Fringe Benefits	1,489	1,433	56
Travel	414	741	(327)
Operating Services	16,102	15,081	1,021
Operating Supplies	1,329	1,442	(113)
Other Costs	26,898	24,906	1,992
Capital Outlay	336	275	61
Subtotal	<u>59,683</u>	<u>62,312</u>	<u>(2,629)</u>
Transfers In From:			
PCOA (Act 735)	(1,215)	-	(1,215)
Senior Center	-	(4,135)	4,135
Supplemental Senior Center	-	(1,028)	1,028
USDA	(7,719)	(6,050)	(1,669)
Total III C-1 Congregate Meals	<u>\$ 50,749</u>	<u>\$ 51,099</u>	<u>\$ (350)</u>
<u>TITLE III C-2 HOME DELIVERED MEALS</u>			
Salaries	\$ 52,772	\$ 52,467	\$ 305
Fringe Benefits	5,997	4,069	1,928
Travel	12,986	13,137	(151)
Operating Services	16,210	18,094	(1,884)
Operating Supplies	3,331	2,429	902
Other Costs	49,952	50,665	(713)
Capital Outlay	799	237	562
Subtotal	<u>142,047</u>	<u>141,098</u>	<u>949</u>
Transfers In From:			
PCOA (Act 735)	(19,627)	(16,334)	(3,293)
Senior Center	-	(3,088)	3,088
Supplemental Senior Center	-	(706)	706
USDA	(10,184)	(7,809)	(2,375)
Total III C-2 Home Delivered Meals	<u>\$ 112,236</u>	<u>\$ 113,161</u>	<u>\$ (925)</u>

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

SCHEDULE OF PROGRAM EXPENDITURES - BUDGET VS. ACTUAL
CONTRACTS AND GRANTS PROVIDED THROUGH THE LOUISIANA
GOVERNOR'S OFFICE OF ELDERLY AFFAIRS (GOEA)

FOR THE YEAR ENDED JUNE 30, 2002

	Budget	Actual	Variance - Favorable (Unfavorable)
<u>SENIOR CENTER</u>			
Salaries	\$ 629	\$ 377	\$ 252
Fringe Benefits	75	30	45
Travel	39	-	39
Operating Services	4,836	4,891	(55)
Operating Supplies	60	-	60
Capital Outlay	32	32	-
Subtotal	<u>5,671</u>	<u>5,330</u>	<u>341</u>
Transfers Out To:			
Title III B Supportive Services	17,339	9,668	7,671
Title III C-1 Congregate Meals	-	4,135	(4,135)
Title III C-2 Home Delivered Meals	-	3,088	(3,088)
Title III D Disease Prevention	-	95	(95)
Title III E Caregiver	-	694	(694)
Total Senior Center	<u>\$ 23,010</u>	<u>\$ 23,010</u>	<u>\$ -</u>
<u>TITLE III D DISEASE PREVENTION</u>			
Salaries	\$ 428	\$ 428	\$ -
Fringe Benefits	48	34	14
Travel	27	-	27
Operating Services	604	1,360	(756)
Operating Supplies	1,141	1,144	(3)
Other Costs	1,560	-	1,560
Capital Outlay	19	19	-
Subtotal	<u>3,827</u>	<u>2,985</u>	<u>842</u>
Transfer In:			
PCOA (Act 735)	(937)	-	(937)
Senior Center	-	(95)	95
Total III D Disease Prevention	<u>\$ 2,890</u>	<u>\$ 2,890</u>	<u>\$ -</u>
<u>TITLE III E CAREGIVER</u>			
Salaries	\$ 2,687	\$ 3,738	\$ (1,051)
Fringe Benefits	305	288	17
Travel	24	-	24
Operating Services	315	391	(76)
Operating Supplies	35	18	17
Capital Outlay	21	21	-
Subtotal	<u>3,387</u>	<u>4,456</u>	<u>(1,069)</u>
Transfers In From :			
Senior Center	-	(694)	694
Supplemental Senior Center	-	(375)	375
General Fund	-	(1,698)	1,698
Total III E Caregiver	<u>\$ 3,387</u>	<u>\$ 1,689</u>	<u>\$ 1,698</u>
<u>AUDIT FUNDS</u>			
Operating Services	<u>\$ -</u>	<u>\$ 1,097</u>	<u>\$ (1,097)</u>
<u>USDA</u>			
Transfers Out To:			
Title III C-1 Congregate Meals	\$ 7,719	\$ 6,050	\$ 1,669
Title III C-2 Home Delivered Meals	10,184	7,809	2,375
Total USDA	<u>\$ 17,903</u>	<u>\$ 13,859</u>	<u>\$ 4,044</u>

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

SCHEDULE OF PROGRAM EXPENDITURES - BUDGET VS. ACTUAL
CONTRACTS AND GRANTS PROVIDED THROUGH THE LOUISIANA
GOVERNOR'S OFFICE OF ELDERLY AFFAIRS (GOEA)

FOR THE YEAR ENDED JUNE 30, 2002

	<u>Budget</u>	<u>Actual</u>	<u>Variance - Favorable (Unfavorable)</u>
<u>SUPPLEMENTAL SENIOR CENTER</u>			
Transfers Out To:			
Title III B Supportive Services	\$ 4,500	\$ 2,391	\$ 2,109
Title III C-1 Congregate Meals	-	1,028	(1,028)
Title III C-2 Home Delivered Meals	-	706	(706)
Senior Center	-	375	(375)
Total Supplemental Senior Center	<u>\$ 4,500</u>	<u>\$ 4,500</u>	<u>\$ -</u>
 <u>PCOA (Act 735)</u>			
Transfers Out To:			
Title III B Supportive Services	\$ -	\$ 5,445	\$ (5,445)
Title III C-1 Congregate Meals	1,215	-	1,215
Title III C-2 Home Delivered Meals	19,627	16,334	3,293
Senior Center	937	-	937
Total PCOA (Act 735)	<u>\$ 21,779</u>	<u>\$ 21,779</u>	<u>\$ -</u>

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

SCHEDULE OF PRIORITY SERVICES-
TITLE III, PART B - GRANT FOR SUPPORTIVE SERVICES

FOR THE YEAR ENDED JUNE 30, 2002

			<u>% of OEA Grant</u>
Access (30%):	Assisted Transportation	\$ -	
	Case Management	-	
	Transportation	30,736	
	Information and Assistance	1,444	
	Outreach	<u>226</u>	
	Total Access Expense	32,406	73.60%
In-Home (15%):	Homemaker	9,995	
	Chore	-	
	Telephoning	-	
	Visiting	-	
	Adult/Daycare Health	-	
	Personal Care	<u>-</u>	
	Total In-Home Expense	9,995	<u>22.70%</u>
Legal (5%):	Legal Assistance	-	<u>0.00%</u>
Non-Priority Services		<u>23,443</u>	
Total Title III B-Supportive Expenditures		65,844	
Less: Participant Contributions		(1,646)	
Other Local Funds		(2,665)	
Transfers In		<u>(17,504)</u>	
Original Grant Award Net of Additional State Homemaker and Transportation Funds And Transfers of Contract Allotments		<u>\$ 44,029</u>	

GENERAL FIXED ASSET ACCOUNT GROUP

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

SCHEDULE OF GENERAL FIXED ASSETS

JUNE 30, 2002 AND 2001

	Balance June 30, 2001	Additions	Deletions	Balance June 30, 2002
<u>GENERAL FIXED ASSETS</u>				
Land	\$ -	\$ 11,500	\$ -	\$ 11,500
Building	-	57,500	-	57,500
Vehicles	33,136	-	-	33,136
Office Furniture and Equipment	24,127	1,295	13,272	12,150
<u>TOTAL GENERAL FIXED ASSETS</u>	<u>\$ 57,263</u>	<u>\$ 70,295</u>	<u>\$ 13,272</u>	<u>\$ 114,286</u>
<u>INVESTMENT IN GENERAL FIXED ASSET</u>				
Property Acquired After July 1, 1985				
With Funds From:				
General Fund:				
Local	\$ -	\$ 69,000	\$ -	\$ 69,000
PCOA (Act 735)	9,242	-	2,050	7,192
Title III- C-1	2,181	36	216	2,001
Title III C-2 Home Delivered Meals	589	194	-	783
Title III- B Supportive Services	16,598	993	10,991	6,600
Title III E Caregiver	-	21	-	21
Title III- D Disease Prevention	6,520	19	15	6,524
Senior Center	-	32	-	32
Miscellaneous Grant	-	-	-	-
DOTD - Section 16	19,968	-	-	19,968
DOTD - Section 18	2,165	-	-	2,165
<u>TOTAL INVESTMENT IN GENERAL FIXED ASSETS</u>	<u>\$ 57,263</u>	<u>\$ 70,295</u>	<u>\$ 13,272</u>	<u>\$ 114,286</u>

OTHER SUPPLEMENTAL INFORMATION --
GRANT ACTIVITY

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED JUNE 30, 2002

<u>Federal Grants/Pass Through Grantor/Program Title</u>	<u>Federal CFDA Number</u>	<u>Program or Award Amount</u>	<u>Revenue Recognized</u>	<u>Expenditures</u>
<u>Programs Passed Through Governor's Office of Elderly Affairs:</u>				
Department of Health & Human Services - Administration on Aging:				
Special Programs for the Aging:				
Title III, Part B - Supportive Services and Senior Centers	93.044	\$ 59,755	\$ 59,755	\$ 59,755
Title III, Part C - Congregate Meals	93.045	37,351	37,351	37,351
Title III, Part C - Home Delivered Meals	93.045	24,288	24,288	24,288
Title III, Part D - Disease Prevention	93.043	2,649	2,649	2,649
Title III, Part E - National Family Caregiver Support	93.052	1,181	1,181	1,181
Total Department of Health and Human Services - Administration on Aging		125,224	125,224	125,224
Department of Agriculture				
Food Distribution Program - Cash-in-Lieu of Commodities	10.570	13,859	13,859	13,859
<u>TOTAL FEDERAL AWARDS</u>		<u>\$ 139,083</u>	<u>\$ 139,083</u>	<u>\$ 139,083</u>

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
RAYVILLE, LOUISIANA
NOTES TO SCHEDULE OF EXPENDITURES
OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2002

1. General

The Schedule of Expenditures of Federal Awards presents the activity of all federal award programs of the Council. The Council did not pass through any of its federal awards to a subrecipient during the year.

2. Basis of Accounting

The Schedule of Expenditures of Federal Awards is presented using the modified accrual basis of accounting as contemplated under accounting principles generally accepted in the United States of America and which is the same basis of accounting used for presenting the general purpose financial statements. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

CAMERON, HINES & HARTT

(A Professional Accounting Corporation)

Certified Public Accountants

104 Regency Place

West Monroe, Louisiana 71291

Phone (318) 323-1717

Fax (318) 322-5121

Mailing Address:

P. O. Box 2474

West Monroe, LA 71294-2474

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

To The Board of Directors
Richland Voluntary Council on Aging, Inc.
Rayville, Louisiana

We have audited the general purpose financial statements of the Richland Voluntary Council on Aging, Inc., as of and for the year ended June 30, 2002 and have issued our report thereon dated October 10, 2002. We conducted our audit 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.

Compliance

As part of obtaining reasonable assurance about whether the Richland Voluntary Council on Aging, Inc.'s general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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 test disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Richland Voluntary Council on Aging, Inc.'s internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

To The Board of Directors
Richland Voluntary Council on Aging, Inc.
Page Two

This report is intended solely for the information of management, the Governor's Office of Elderly Affairs and the Legislative Auditor 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.

Cameron, Hines & Hartt (APAC)

West Monro, Louisiana
October 10, 2002

RICHLAND VOLUNTARY COUNCIL ON AGING, INC
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2002

To the Board of Directors
Richland Voluntary Council on Aging
Rayville, Louisiana

We have audited the general purpose financial statements of the Richland Voluntary Council on Aging, Inc. as of and for the year ended June 30, 2002, and have issued our report thereon dated October 10, 2002. We conducted our audit 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 audit of the financial statements as of June 30, 2002, resulted in an unqualified opinion.

Section I- Summary of Auditor's Reports

A. Report on Internal Control and Compliance Material to the Financial Statements

Internal Control

Material Weakness ___ yes X no Reportable Conditions ___ yes X no

Compliance

Compliance Material to Financial Statements ___ yes X no

B. Federal Awards

Internal Control

Material Weakness ___ yes X no Reportable Conditions ___ yes X no

Type of Opinion on Compliance Unqualified ___ Qualified ___
For Major Programs (No Major Programs) Disclaimer ___ Adverse ___

Are their findings required to be reported in accordance with Circular A-133, Section .510 (a)? NO

C. Identification of Major Programs: N/A

CFDA Number(s) Name of Federal Program (or cluster)

Dollar threshold used to distinguish between Type A and Type B Programs. N/A

Is the auditee a "low-risk" auditee, as defined by OMB Circular A-133? N/A

RICHLAND VOLUNTARY COUNCIL ON AGING, INC
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2002

(Continued)

Section II- Financial Statement Findings

No matters were reported.

Section III- Federal Award Findings and Question Costs- N/A

RICHLAND VOLUNTARY COUNCIL ON AGING, INC.
SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED JUNE 30, 2002

Section I- Internal Control and Compliance Material to the Financial Statements

No findings were reported under this section.

Section II- Internal Control and Compliance Material to Federal Awards

This section is not applicable for this entity.

Section III- Management Letter

No management letter was issued.