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**NORTHERN FAMILIES HELPING
FAMILIES, INC.**

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED JUNE 30, 1960**

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

Release Date 5-14-64

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INDEPENDENT ACCOUNTANTS' REPORT

To The Board of Directors
Northshore Families Helping Families, Inc.
Covington, Louisiana

We have audited the accompanying statement of financial position of Northshore Families Helping Families, Inc. (a Louisiana non-profit corporation) as of June 30, 2003, and the related statements of activities, functional expenses, changes in net assets, and cash flows for the year then ended. These financial statements are the responsibility of the Organization'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. These 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 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 financial statements referred to above present fairly, in all material aspects, the financial position of Northshore Families Helping Families, Inc. as of June 30, 2003, and the results of its activities and its cash flows for the year then ended, in conformity with accepted accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued a report dated January 22, 2004 on our consideration of Northshore Families Helping Families, Inc.'s 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 made for the purpose of forming an opinion on the basic financial statements of Northshore Families Helping Families, Inc. taken as a whole. The accompanying schedule of prior financial assistance is presented for the purpose of additional analysis and is not a required part of the basic financial statements. The information in that schedule has been subjected to the procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.



January 22, 2004

Northwest Family Shipping Families, Inc.
Statement of Financial Position
June 30, 2003

ASSETS

Current Assets:

Cash and cash equivalents	\$ 10,006
Accounts receivable	40,995
Deposits	<u>1,708</u>

62,710

Property and equipment

Furniture and equipment	<u>6,198</u>
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6,198

Less accumulated depreciation	<u>3,232</u>
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2,966

TOTAL ASSETS \$ 65,676

LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable	\$ 10,715
Salaries and taxes payable	<u>11,836</u>
	22,551

Net assets

Unrestricted	<u>43,127</u>
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TOTAL LIABILITIES AND NET ASSETS \$ 65,676

Northshore Families Helping Families, Inc.
Statement of Activities
For the Year Ended June 30, 2013

Revenues and Other Support

State grants and contracts	\$ 302,316
Donations	1,219
Fundraising, net of expenses of \$3,198	4,315
Interest income	<u>15</u>
Total revenues and other support	307,859

Functional Expenses

Advertising	436
Depreciation	1,281
Insurance	1,836
Occupancy	12,898
Postage	2,828
Printing	2,588
Professional services	9,676
Repairs and maintenance	894
Salaries and wages	109,453
Seminars and education	3,899
Supplies	4,793
Telephone	8,641
Travel	3,628
Utilities	<u>3,204</u>
Total functional expenses	171,722

Change in net assets	\$ 136,137
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Northshore Families Helping Families, Inc.
Statement of Changes in Net Assets
June 30, 2020

Net assets - beginning of year	\$ 18,147
Increase (decrease) in net assets	
Unrestricted	<u>58,170</u>
Net assets - end of year	<u>\$ 76,317</u>

Northshore Families Helping Families, Inc.
Statement of Cash Flows
June 30, 2005

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in net assets	\$ 26,170
Adjustments to reconcile change in net assets to net cash provided by operating activities	
Depreciation	1,190
(Increase) decrease in operating assets	
Receivables	(30,070)
Deposits	(1,500)
Increase (decrease) in operating liabilities	
Accounts payable	9,115
Salaries and taxes payable	<u>21,028</u>
Net cash provided by (used in) operating activities	21,284
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchase of property and equipment	<u>(1,266)</u>
Net cash used in investing activities	(1,266)
CASH FLOWS FROM FINANCING ACTIVITIES	
	<u>-</u>
Net increase (decrease) in cash and cash equivalents	20,018
Cash and cash equivalents - beginning of year	<u>1,018</u>
Cash and cash equivalents - end of year	<u>\$ 21,036</u>

Northeast Families Helping Families, Inc.
Notes to Financial Statements

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization

Northeast Families Helping Families, Inc. (the "Organization") was incorporated on October 6, 1982. The Organization is a non-profit corporation organized to provide informational support and educational services to area families who have family members, which are handicapped or have developmental disabilities. The primary sources of revenue are from contracts for services provided to the State of Louisiana.

Donated Assets and Services

The Organization records cash donations as contributions at its estimated fair value at the date of donation. Significant portions of the Organization's functions are conducted by unpaid officers, board members, and volunteers. The value of this contributed time is not reflected in the accompanying financial statements as they do not create nonfinancial assets nor are they specialized services as described in SFAS No. 136.

The Organization recognizes donated services, if significant in amount, that create, or enhance non-financial assets or that require specialized skills that are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation.

Property and Equipment

Property and equipment are recorded at cost. Acquisitions of property and equipment are made with unrestricted assets. Depreciation is provided over the estimated useful lives of the respective assets using the straight-line basis over a five-year period. Donations of property and equipment are recorded at estimated fair market value on the date of donation. These assets are recorded as unrestricted net assets unless the donor imposes a restriction.

Income Taxes

The Organization is a not-for-profit corporation that is exempt from both federal and Louisiana income taxes under Section 501(c)(3) of the Internal Revenue Code and R.S. 11:201 of Louisiana statute.

Northshore Families Helping Families, Inc.
Notes To Financial Statements

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

Restricted and Unrestricted Revenue and Support

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions. Support that is restricted by the donor is reported as an increase in unrestricted net assets, if the restrictions expire in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Grant awards are classified as refundable advances until expended for the purposes of the grants since they are conditional promises to give.

Functional Expense Allocation

Functional expenses are allocated among the various program services, general and administrative, and fundraising categories based on actual use or management's best estimate.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Organization considers all restricted highly liquid debt instruments purchased with an initial maturity of three months or less to be cash equivalents.

Use of Estimates in the Preparation of Financial Statements

In preparing the Organization's financial statements in conformity with accounting principles generally accepted in the United States of America, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and revenue and expenses during the reporting period. Actual results could differ from those estimates.

Basis of Presentation

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its *Statement of Financial Accounting Standards (SFAS) No. 118, Accounting for Contributions Received and Contributions Made*, and *SFAS No. 117, Financial Statements of Not-for-Profit Organizations*. Under SFAS No. 118 and SFAS No. 117, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets depending on the existence and/or nature of any donor restrictions.

Northshore Families Helping Families, Inc.
Notes To Financial Statements

NOTE B – ACCOUNTS RECEIVABLE

The detail of accounts receivable at June 30, 2003 is as follows:

La Developmental Disabilities Council	\$ 9,883
La Office DRP Children's Special Services	5,850
LA Office Citizens With Development Disabilities	5,417
Louisiana Department of Health and Hospital (SPDH)	13,150
Bureau of Community Support Services	3,533
La DSOB	3,579
Bayou Land	<u>1,280</u>
	\$45,292

NOTE C - CONCENTRATIONS OF CREDIT RISK ARISING FROM CASH DEPOSITS IN EXCESS OF INSURED LIMITS

The Organization maintains its cash balances in financial institutions located in Covington, Louisiana that may at times exceed amounts covered by insurance provided by the Federal Deposit Insurance Corporation up to \$100,000. The Organization's cash balances were not in excess of the FDIC insurance at June 30, 2003. The Organization has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk to cash.

NOTE D - FAIR VALUES OF FINANCIAL INSTRUMENTS

The estimated fair values of the Organization's financial instruments are as follows:

	Carrying Amount	Fair Value
Cash and cash equivalents	\$ 35,036	\$ 35,036

The following methods and assumptions were used to estimate the fair value of each class of financial instruments:

Cash and cash equivalents – the carrying amount approximates fair value because of the short maturities of these investments.

NOTE E – PROPERTY AND EQUIPMENT

Property and equipment consists of the following at June 30, 2003

Furniture and equipment	\$ 6,590
Less accumulated depreciation	<u>(3,253)</u>
Total	\$ 3,337

Northshore Families Helping Families, Inc.
Notes To Financial Statements

NOTE F – PROGRAM GRANTS

The Organization was established to provide informational support and educational services to area families who have family members, which are handicapped or have developmental disabilities.

A substantial portion of the Organization's support and revenue is derived from grants for the programs conducted. The various grants are approved on a year-to-year basis with most grant periods dated July-June of each fiscal year. Any unexpended grant funds or unauthorized expenditures must be refunded.

In May 2003, Families requested a Lump Sum advance Payment not to exceed \$21,902 for start up costs on the Systems Point of Entry Grant. These funds were received in August 2003 and are being received monthly for 10 months at \$2,190 per month.

NOTE G – THIRD PARTY REVENUES

A substantial share of contract revenues for services to clients is derived under a state third-party reimbursement program. These revenues are based, in part, on cost reimbursement principles and are subject to adjustments by the respective third-party providers. Extraneous adjustments, if any, would not be material to the financial position or results of operations of the Organization.

NOTE H – CONTINGENT LIABILITIES

From time to time, the Organization is involved as a defendant in actual or threatened litigation, which is not covered by insurance. At June 30, 2003, there were no pending or threatened claims which, in the opinion of the Organization's legal advisors, would have a material adverse effect on the financial statements should such claims be settled in favor of the plaintiffs.

NOTE I – FUND RAISING REVENUES

Fund raising revenues are presented net of fundraising expenses on the accompanying statement of activities. Gross fund raising income for the period ending June 30, 2003 were \$9,433 and related expenses were \$4,198.

SUPPLEMENTARY INFORMATION

Wisconsin Expanding Economic Growth Act
 Schedule of Estimated Expenditures
 For the Year Ended March 31, 2002

AGENCY	APPROPRIATION	APPROPRIATION FISCAL YEAR	TOTAL GRANT FUNDS	AGENCY RECEIPTS (NET OF OFFSET)	APPROPRIATION EXCESS (DEFICIT)	APPROPRIATION EXCESS (DEFICIT) CARRY-FORWARD	AGENCY RECEIPTS (NET OF OFFSET)	TOTAL GRANT FUNDS	TOTAL RECEIPTS (NET OF OFFSET)	TOTAL EXPENDITURES
Wisconsin Office of Public Health Children's Special Health Services	71000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
Wisconsin Office of Public Health Adult Developmental Disabilities	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
Wisconsin Children's Trust Fund	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
Wisconsin Department of Health and Senior Services Personal Community Support and Services	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
Wisconsin Department of Education	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
	80000	11-0000	600000	-	600000	-	600000	600000	600000	600000
Total			6,000,000	-	6,000,000	-	6,000,000	6,000,000	6,000,000	6,000,000

OTHER INDEPENDENT ACCOUNTANTS' REPORTS

Skarda & Silva, L.L.P.

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

To The Board of Directors
Northshore Families Helping Families, Inc.
Covington, Louisiana

We have audited the financial statements of Northshore Families Helping Families, Inc. (a Louisiana corporation, not-for-profit as of and for the year ended June 30, 2003), and have issued our report thereon, dated January 22, 2004. 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 whether Northshore Families Helping Families, Inc.'s 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 these provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance that are required to be reported under Government Auditing Standards and which are described in the accompanying schedule of audit findings as items 2003-1 and 2003-2.

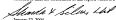
Internal Control Over Financial Reporting

In planning and performing our audit, we considered Northshore Families Helping Families, Inc.'s internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect Northshore Families Helping Families' Inc. ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in the accompanying schedule of audit findings as items 2003-3.

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 to amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable

conditions that are also considered to be material weaknesses. However, we believe that none of the reportable conditions described above is a material weakness.

This report is intended for the information of the board of directors, management, the State of Louisiana Department of Health and Hospitals, and the Louisiana Legislative Auditor. This restriction is not intended to limit the distribution of this report, which is a matter of public record.



January 12, 2004

Business Practice Analysis (BPA)
 for the Job Family
 for the Pay Band from 11,200

AC Job Code	Job Title Grade	Description	Core Competency Action Table (Yes, No, Potentially)	Personal Operable Action/Personal Competency Grade Range	Additional Requirements
00001	000000 000000	The Local Government Accounting, Auditing and Financial Reporting Act (LGRA) (2011) requires that all audits shall be completed within six months of the close of the entity's fiscal year.			
00002	000000	PER 1201-001 (4.013), requires an advanced degree in business or in its fields. For the year ending June 30, 2013 business ranking \$1,070 every year to implement.			The Board of Directors for the Executive Director - with needs of this and dependent and needs of staff.
00003	000000	To maintain effective internal controls financial reporting and compliance with laws and regulations, clear authority is required of those in accounting functions. They should be directly reporting to the general manager and responsible for internal audit functions and transactions performed daily throughout the year.			Business in advance will be long term.
					Clear functions will be integrated in multiple ways for each person and use of documents.