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February 28, 1997

To the Board of Directors  
Shreveport Green  
Shreveport, Louisiana

## Report on the Internal Control Structure in Accordance with Government Auditing Standards

We have audited the financial statements of Shreveport Green (a nonprofit organization) as of and for the year ended December 31, 1996, and have issued our report thereon dated February 28, 1997.

We conducted our audit in accordance with generally accepted auditing standards and 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 misstatements.

The management of Shreveport Green is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, integrity and judgment by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are recorded in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with the modified cash basis of accounting. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the financial statements of Shreveport Green, for the year ended December 31, 1996, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

The consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the financial statements being

**SEASIDEPORT GREEN**  
**STATEMENT OF FINANCIAL POSITION-MODIFIED CASH BASIS**  
**DECEMBER 31, 1978**

**ASSETS**

<b>Current assets:</b>	90,593
Cash and temporary investments	520
Accounts receivable-employees	<u>90,073</u>
Total current assets	
<b>Fixed assets:</b>	35,390
Office furniture and equipment	8,391
Equipment-Neighborhood Program	<u>27,000</u>
Less-accumulated depreciation	<u>25,805</u>
 Book value of fixed assets	 <u>11,195</u>
<b>Total assets</b>	 <b><u>111,783</u></b>

**LIABILITIES AND NET ASSETS**

<b>Current liabilities:</b>	649
Payroll taxes payable	
	<u>118,080</u>
<b>Net assets- unrestricted</b>	 <u>118,734</u>
<b>Total liabilities and net assets</b>	 <b><u>118,734</u></b>

The accompanying notes are an integral part of the financial statements.

SIRENPORT GREEN

STATEMENT OF CHANGES IN NET ASSETS-MODIFIED CASH BASIS

FOR THE YEAR ENDED DECEMBER 31, 1996

Changes in Unrestricted Net Assets:

Revenues:

Publications:

Grant-City of Manassport	105,860
Grant-Neighborhood Program	41,798
Grant-Louisiana Serve Committee-Plate 3	153,663
Grant-Other specific programs-Plate 3	28,198
Memberships and contributions	40,511
Tree Legacy program	22,472
In-kind donations	133,506
Other community support-Plate 4	<u>3,666</u>
Total public support	508,572

Other revenues:

Interest income	1,651
Miscellaneous income	<u>6,628</u>
Total other revenue	8,279

Total revenues 516,851

Expenses:

Management and general	173,788
Program services	348,439
Total expenses	<u>522,227</u>

Increase in unrestricted net assets 94,624

Net assets beginning 84,951

Net assets ending 179,575

The accompanying notes are an integral part of the financial statements.

## SHEWPORT GREEN

STATEMENT OF FUNCTIONAL EXPENSES REPORTED CASH BASIS  
FOR THE YEAR ENDED DECEMBER 31, 1996

	Management and General Services	Program Services		Other Specific Programs Note 5	Total Expenses
		State/Coop Programs	Neighborhood Programs		
Accounting and legal	2,568	1,008	1,604	-	5,400
Automobile	2,259	2,241	913	-	5,797
Awards	2,667	(90)	193	-	5,846
Awards luncheon	5,046	-	-	38	38
City clean-up	-	-	-	2,278	2,278
Clean business program	-	-	-	-	173
Contract labor	173	-	-	-	6,284
Depreciation	6,285	-	-	-	855
Dues and subscriptions	855	-	-	-	1,528
Education-schools	728	808	-	-	1,678
Entertainment and meetings	1,671	-	-	-	452
Gifts	452	-	-	12,579	12,579
Grants-specific programs	-	-	-	14,000	14,000
Income-sharing-telephone recycling	-	-	173	-	1,347
Insurance	5,814	2,900	45	-	115,185
Miscellaneous	1,829	173	-	-	4,529
Operational costs	24,412	93,783	-	-	1,866
Office supplies	2,527	257	1,715	-	3,858
Photography	1,264	111	908	-	4,147
Postage	1,288	-	1,158	-	6,520
Printing	1,205	-	1,951	-	9,215
Professional training	4,589	-	598	-	37,000
Rent-Note 5	8,725	-	-	-	160,187
Salary-director	37,000	-	23,980	-	10,685
Salary-staff	35,812	94,170	80,263	-	7,450
Supplies	452	-	-	-	13,471
Support costs	-	7,450	-	-	3,441
Taxes-payroll	2,144	8,529	1,794	-	2,103
Telephone	3,441	-	-	-	25,668
Travel and hotel	1,250	752	-	-	-
Trent	-	-	-	-	-
Total expenses	<u>173,708</u>	<u>205,414</u>	<u>47,902</u>	<u>55,982</u>	<u>483,112</u>

The accompanying notes are an integral part of the financial statements.

## SHREVEPORT GREEN

### NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 1996

#### 1. Nature of Business

Shreveport Green is a nonprofit organization whose purpose is the promotion of public interest in the improvement of the environment of the City of Shreveport, through the promotion of recycling, coordination of litter control programs and the promotion of beautification through landscaping.

#### 2. Summary of Significant Accounting Policies

##### (a) Principles of accounting

The organization's policy is to prepare its financial statements on a modified cash basis that includes recording of depreciation on capitalized assets, liabilities for payroll withholdings, and accruals of payroll taxes. Under this basis, revenues are recognized when collected rather than when earned, and expenditures are generally recognized when paid rather than when incurred. Consequently, trade accounts payable and accrued expenses other than those mentioned above are not included in the financial statements as of December 31, 1996. If an expenditure results in an asset having an estimated useful life which extends substantially beyond the year of acquisition, the expenditure is capitalized and depreciated over the estimated useful life of the asset.

##### (b) Income taxes

Shreveport Green qualifies as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code, and, therefore, has no provision for income taxes.

##### (c) Depreciation

Fixed assets are stated at cost, less accumulated depreciation. Depreciation is calculated on the straight-line basis over the estimated useful lives of the assets.

##### (d) Donated materials are recorded in the financial statements at their estimated fair value at the date of receipt. A number of volunteers have donated their time to assist in the operations and improvements of the organization. In accordance with requirements of Statement of Financial Accounting Standards No. 116, no amounts have been reflected in the financial statements for these services.

##### (e) Shreveport Green adopted Statements of Financial Accounting Standards No. 116, "Accounting for Contributions Received and Contributions Made," and No. 117, "Financial Statements for Not-for-Profit Organizations," which establish standards of basic accounting and reporting for not-for-profit organizations.

Under these provisions, net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the organization and changes therein are classified and reported as follows:

Unrestricted net assets—Net assets that are not subject to donor-imposed stipulations. Some restricted funds are designated by the board for specific purposes. Contributions whose restrictions are met in the same period as received are recorded as unrestricted.

2. **Summary of Significant Accounting Policies (Continued)**

**Temporarily restricted net assets**—Net assets subject to donor-imposed stipulations that may or will be met either by actions of the organization and/or the passage of time.

**Permanently restricted net assets**—Net assets subject to donor-imposed stipulations that they be maintained permanently by Shreveport Green. Generally, the donors of these assets permit the organization to use all or part of the income earned on related investments for general or specific purposes.

3. **Grants Received**

Shreveport Green received \$153,860 from the Louisiana State Committee for the development of a youth and conservation corps program, called SlowCorps. Other grants totaling \$54,812 were also received to support the SlowCorps program, including \$24,013 in-kind donations.

4. **Other Community Support**

Shreveport Green received contributions from the general public through several community-wide clean-up and recycling efforts in 1996:

Telephone book recycling	6,466
Glad Bag-A-Thon	3,800
Clean Business Program	780
	<u>11,046</u>

5. **Other Specific Programs**

Shreveport Green conducted specific city beautification, litter control and tree planting projects during the year ended December 31, 1996. Expenses for these programs are as follows:

Tree Growing Out Station	12,579
City Clean-Up project	3,406
Trees purchased or donated	25,666
Telephone recycling	14,339
	<u>56,030</u>

6. **Leases**

During the year 1996, Shreveport Green signed a lease to rent office space under a three-year lease. Rental expense for the year 1996 was \$8,325. Future minimum rental payments are shown as follows:

1997 6,000

OTHER FINANCIAL INFORMATION





#### OTHER RESPECTS

Strawpoint Green  
February 28, 1991  
Page 2

noticed 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 structure and its operation that we consider to be material weaknesses as defined above.

This report is issued for the information of the Board of Directors, management, and the Department of Urban Development. However, this report is a matter of public record and its distribution is not limited.

Heard, McElroy + Vothel, LLP

Shreevasth Gooch  
February 28, 1997  
Page 2

In accordance with Government Auditing Standards, we have also issued a report dated February 28, 1997, on our consideration of the Organization's internal control structure and a report dated February 28, 1997, on its compliance with laws and regulations.

Harold, M<sup>o</sup> Elroy + Ventral, L<sup>o</sup>

# HEARD, McFARLEY & VESTAL, L.L.P.

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February 18, 1993

To the Board of Directors  
Shreveport Green  
Shreveport, Louisiana

## Report on Compliance with Specific Requirements Applicable to Nonmajor Program Transactions

We have audited the financial statements of Shreveport Green as of and for the year ended December 31, 1990, and have issued our report thereon dated February 18, 1993.

In connection with our audit of the financial statements of Shreveport Green and with our consideration of Shreveport Green's internal control structure used to administer federal award programs, as required by Office of Management and Budget (OMB) Circular A-133, *Audit of Institutions of Higher Education and Other Nonprofit Institutions*, we selected certain transactions applicable to certain nonmajor federal programs for the year ended December 31, 1990. As required by OMB Circular A-133, we performed testing procedures to test compliance with the requirements governing eligibility, financial reports and matching. Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on Shreveport Green's compliance with these requirements. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of our procedures disclosed no material instances of noncompliance with the requirements listed in the preceding paragraph. With respect to items not tested, nothing came to our attention that caused us to believe that Shreveport Green had not complied, in all material respects, with these requirements.

This report is intended for the information of the Board of Directors, management, and the Department of Urban Development. However, this report is a matter of public record and its distribution is not limited.

Heard, McFarley + Vestal, L.L.P.

# HEARD, MCGILVER & VENTURA, L.L.P.

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February 28, 1987

To the Board of Directors  
Shreveport Green  
Shreveport, Louisiana

## Report on Compliance with General Requirements

We have audited the financial statements of Shreveport Green as of and for the year ended December 31, 1986, and have issued our report thereon dated February 28, 1987.

We have applied procedures to test Shreveport Green's compliance with the following requirements applicable to its federal award programs, which are identified in the accompanying schedule of federal awards for the year ended December 31, 1986: political activity, civil rights, cash management, federal financial reports and allowable costs.

Our procedures were limited to the applicable procedures described in the Office of Management and Budget's Compliance Supplement for Audits of Institutions of Higher Learning and Other Nonprofit Institutions. Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on Shreveport Green's compliance with the requirements listed in the preceding paragraph. Accordingly, we do not express such an opinion.

With respect to the items tested, the results of our procedures disclosed no material instances of noncompliance with the requirements listed in the second paragraph of this report. With respect to items not tested, nothing came to our attention that caused us to believe that Shreveport Green had not complied, in all material respects, with these requirements.

This report is intended for the information of the Board of Directors, management, and the Department of Urban Development. However, this report is also a matter of public record and its distribution is not limited.

*Heard, McGilver & Ventura, L.L.P.*

For the purpose of this report, we have classified the significant internal control structure policies and procedures used in administering federal programs in the following categories: revenues/contracts and purchases/reimbursements. For all of the internal control structure categories listed above, we obtained an understanding of the design of relevant policies and procedures and determined whether they have been placed in operation, and we assessed control risk.

During the year ended December 31, 1996, Shovopart Green had no major federal programs and expended one hundred percent of its total federal awards under the nonmajor programs listed in the "Schedule of Federal Awards" at Page 8.

We performed tests of controls, as required by GAO Circular A-133, to evaluate the effectiveness of the design and operation of internal control structure policies and procedures that we considered relevant to preventing or detecting material noncompliance with specific requirements, general requirements, and requirements governing claims for advances and reimbursements and amounts claimed or used for matching that are applicable to the aforementioned nonmajor programs. Our procedures were less in scope than would be necessary to render an opinion on these internal control structure policies and procedures. Accordingly, we do not express such an opinion.

Our consideration of the internal control structure policies and procedures used in administering federal awards would not necessarily disclose all matters in the internal control structure that might constitute material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that noncompliance with laws and regulations that would be material to a federal awards program 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 structure and its operations that we consider to be material weaknesses as defined above.

This report is intended for the information of the Board of Directors, management, and the Department of Urban Development. However, this report is also a matter of public record and its distribution is not limited.

Heard, McElroy & Vothel, LLP

SHREVEPORT GREEN

SCHEDULE OF FEDERAL AWARDS-MODIFIED CASH BASIS

FOR THE YEAR ENDED DECEMBER 31, 1996

<u>Federal Grants/ Pass-Through Grants/ Program Title</u>	<u>Federal CFDA Number</u>	<u>Federal Expenditures</u>
Pass-through from City of Shreveport: Department of Urban Development- Community Development Block Grant	14.218	<u>43,758</u>
Pass-through from Louisiana State Commission: Corporation for National Service- Assistance Grant	94.008	<u>133,063</u>

**IRVING McILROY & VENTURA, L.L.P.**  
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February 28, 1997

To the Board of Directors  
Shreveport Green  
Shreveport, Louisiana

**Report on the Internal Control Structure Used  
in Administering Federal Awards**

We have audited the financial statements of Shreveport Green as of and for the year ended December 31, 1996, and have issued our report thereon dated February 28, 1997.

We conducted our audit in accordance with generally accepted auditing standards (Government Auditing Standards, issued by the Comptroller General of the United States; and Office of Management and Budget (OMB) Circular A-133, *Auditing of Institutions of Higher Education and Other Nonprofit Institutions*). Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

In planning and performing our audit for the year ended December 31, 1996, we considered Shreveport Green's internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on Shreveport Green's financial statements and to report on the internal control structure in accordance with OMB Circular A-133. This report addresses our consideration of internal control structure policies and procedures relevant to compliance with requirements applicable to federal programs. We have addressed internal control structure policies and procedures relevant to our audit of the financial statements in a separate report dated February 28, 1997.

The management of Shreveport Green is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with the modified cash basis of accounting, and that federal award programs are managed in compliance with applicable laws and regulations. Because of inherent limitations in any internal control structure, errors, irregularities or instances of noncompliance may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.



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February 28, 1993

To the Board of Directors  
Shreveport Green  
Shreveport, Louisiana

## Independent Auditor's Report

We have audited the accompanying statement of financial position—modified cash basis of Shreveport Green (a nonprofit organization) as of December 31, 1992, and the related statement of changes in net assets—modified cash basis and the statement of functional expenses—modified cash basis 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 generally accepted auditing standards and 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.

As described in Note 2, the Organization prepares its financial statements on the modified cash basis of accounting, which is a compensative basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Shreveport Green as of December 31, 1992, and the changes in net assets for the year then ended, on the basis of accounting described in Note 2.

Our audit was made for the purpose of forming an opinion on the basic financial statements of Shreveport Green taken as a whole. The accompanying schedule of federal awards—modified cash basis for the year ended December 31, 1992, is presented for purposes 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.

As discussed in Note 2 to the financial statements, Shreveport Green adopted the provisions of Financial Accounting Standards Board Statements of Financial Accounting Standards No. 116, "Accounting for Contributions Received and Contributions Made", and No. 117, "Financial Statements of Not-for-Profit Organizations."

AUDITED FINANCIAL STATEMENTS

**SHREVEPORT GREEN  
SHREVEPORT, LOUISIANA**

**TABLE OF CONTENTS**

**AUDITED FINANCIAL STATEMENTS**

	<b>Page</b>
Independent Auditor's Report	1-2
Statement of Financial Position-Modified Cash Basis	3
Statement of Changes in Net Assets-Modified Cash Basis	4
Statement of Functional Expenses-Modified Cash Basis	5
Notes to Financial Statements	6-7

**OTHER FINANCIAL INFORMATION**

Schedule of Federal Awards-Modified Cash Basis	8
--	---

**OTHER REPORTS**

Compliance Report Based on Audit of Basic Financial Statements Performed in Accordance with Government Auditing Standards	9
Report on the Internal Control Structure in Accordance with Government Auditing Standards	10-11
Report on the Internal Control Structure Used in Administering Federal Awards	12-13
Report on Compliance with General Requirements	14
Report on Compliance with Specific Requirements Applicable to Nonmajor Program Transactions	15

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**DECEMBER 21, 1956**

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