

Louisiana Council on Child Abuse, Inc.
Statements of Changes in Net Assets
Years Ended December 31, 1996 and December 31, 1995

	1996	1995
Unrestricted		
Balance, January 1	\$66,683	\$33,236
Increase in unrestricted net assets	<u>1,490</u>	<u>33,447</u>
Balance, December 31	<u>\$68,173</u>	<u>\$66,683</u>

The accompanying notes are an integral part of these statements.

Louisiana Council on Child Abuse
Statements of Activities
Years Ended December 31, 1996 and December 31, 1995

	<u>1996</u>	<u>1995</u>
	<u>Unrestricted</u>	<u>Unrestricted</u>
Changes in Net Assets		
Public Support and Revenue		
Grants		
Government grants	\$119,689	\$128,014
Other grants	20,325	
Organizations	14,348	3,971
State conferences	56,619	69,814
Special events	108,629	61,687
Individual donations	44,683	42,094
Corporate donations	38,463	48,891
Foundation receipts	14,000	3,000
Other income	<u>17,158</u>	<u>8,328</u>
Total public support and revenue	635,563	463,353
Expenses		
Program services		
Statewide Volunteer Network	34,604	74,690
Parent Support & Children's Services	164,282	78,638
Community Education & Training	214,749	92,219
New Parents Prevention Program	47,181	64,857
Supporting services		
Administrative	83,136	90,518
Fund raising	<u>32,231</u>	<u>46,879</u>
Total expenses	634,483	448,304
Increase in net assets	<u>1,450</u>	<u>12,447</u>

The accompanying notes are an integral part of these statements.

Louisiana Council on Child Abuse
Statements of Financial Position
December 31, 1996 and December 31, 1995

	A s s e t s	
	1996	1995
	<u>Unrestricted</u>	<u>Unrestricted</u>
Current Assets		
Cash	\$12,372	\$12,149
Grants receivable	105,461	36,604
Other receivables	9,942	
Prepaid expenses	<u>1,590</u>	<u>789</u>
	149,365	50,542
Fixed Assets		
Equipment	45,280	45,280
Less accumulated depreciation	<u>36,879</u>	<u>33,419</u>
	<u>8,401</u>	<u>11,861</u>
Total assets	<u>158,166</u>	<u>162,403</u>
Liabilities and Net Assets		
Current Liabilities		
Notes payable	\$92,313	
Accounts payable		
Trade	47,460	\$28,368
Other	4,604	340
Accrued vacation	<u>7,814</u>	<u>6,217</u>
	147,187	35,325
Contingent Liability		
Net Assets		
Unrestricted	<u>68,173</u>	<u>66,603</u>
Total net assets	<u>68,173</u>	<u>66,603</u>
Total liabilities and net assets	<u>158,166</u>	<u>162,403</u>

The accompanying notes are an integral part of these statements.

Louisiana Council on Child Abuse
 Statement of Cash Flows
 Years Ended December 31, 1996 and December 31, 1995

	1996	1995
	Unrestricted	Unrestricted
Cash Flows From Operating Activities		
Increase (decrease) in net assets	\$1,490	\$13,447
Adjustments to reconcile net assets to net cash provided by operating activities		
Depreciation	1,460	1,532
(Increase) decrease in receivables	(58,799)	(43,189)
(Increase) decrease in prepaid expenses	(1,198)	1,162
Increase in accounts payable	22,528	21,293
Increase in accrued vacation	<u>1,367</u>	<u>2,067</u>
Net cash provided by operating activities	(31,052)	(1,738)
Cash Flows From Financing Activities		
Proceeds from loans	30,315	-----
Net cash provided by financing activities	30,315	-----
Net Decrease in Cash and Cash Equivalents	<u>(737)</u>	<u>(1,738)</u>
Cash, beginning of year	32,149	34,387
Cash, end of year	<u>32,372</u>	<u>32,149</u>

The accompanying notes are an integral part of these statements.

Louisiana Council on Child Abuse, Inc.
Statement of Functional Expenses
Year Ended December 31, 1996

	Supporting Services		Program Services			Total Expenses
	Admini- strative	Fund Raising	Total	Parent Support and Childhood Services	Community Education and Training	
Perpet expenses						
Salaries	\$41,203	\$47,343	\$88,546	\$23,728	\$42,644	\$112,318
Payroll taxes	4,946	2,288	7,234	3,882	3,008	10,219
Worker's compensation insurance	1,893	1,194	3,087	1,279	1,158	4,317
Insurance	882	—	882	—	—	882
Employee benefits	3,242	1,383	4,625	3,387	1,690	9,077
Contract labor	4,251	—	4,251	321	2,158	3,251
Total Perpet Expenses	\$53,400	\$52,604	111,004	31,730	\$7,008	201,694
Professional fee	863	382	1,245	399	249	864
Consultants	2,003	2,000	4,003	678	1,658	6,061
Adult	—	—	—	3,000	98	3,098
Birth control	838	—	838	—	—	838
Donor and colleagues	386	—	386	—	1,180	1,566
Office supplies	773	773	1,546	835	3,887	6,208
Program supplies	336	634	970	52	9,998	10,974
Printing	281	439	720	30,792	3,037	32,549
Telephone	881	681	1,562	8,738	12,075	21,476
Transportation	313	31	344	286	1,428	2,087
Night of Child	15,323	—	15,323	—	3,737	19,060
Company	4,432	—	4,432	4,466	1,099	9,997
Furniture and fixtures	1,577	1,577	3,154	1,885	483	5,520
Equipment rental and maintenance	4,828	—	4,828	3,287	240	8,355
Business materials	—	—	—	—	294	294
Public relations and advertising	152	29	181	—	594	825
Travel	1,178	217	1,395	2,203	92,287	96,887
State Conference	—	—	—	—	1,680	1,680
Conference/committee meetings	503	383	886	82	1,087	2,358
Volunteer recognition	47	47	94	—	319	460
Training - staff	321	311	632	1,328	480	2,751
Special events	1,468	3,480	4,948	—	—	8,428
Expatriation	798	719	1,517	—	—	3,036
Interest	388	330	718	—	—	1,448
Miscellaneous	<u>11,128</u>	<u>3,271</u>	<u>14,399</u>	<u>194,232</u>	<u>111,232</u>	<u>47,311</u>
						<u>23</u>
						<u>161,028</u>

The accompanying notes are an integral part of these statements.

Louisiana Council on Child Abuse, Inc.
Statement of Functional Expenses
Year Ended December 31, 1995

	Sponsoring Section			Program Section			Total	Total Expenses
	Administrative Activities	Fund Raising	Total	Reimbursable Volunteer Activities	Parent Support and Children's Programs	Community Education and Training		
Payroll expenses:								
- Salaries	\$50,556	\$95,579	\$146,134	\$60,828	\$65,150	\$125,978	\$171,856	\$347,834
- Payroll taxes	4,561	1,283	5,844	1,471	5,200	6,671	13,520	28,287
- Worker's compensation insurance	528	875	1,403	393	152	545	435	2,108
- Insurance	758		758					758
- Employee benefits	2,072	66	2,138	1,768	1,822	3,590	3,719	11,220
- Contract labor	55		55					55
Total payroll expenses	61,129	107,503	168,632	64,428	73,324	137,752	175,309	313,061
Professional fees	860	1,725	2,585	118	160	288	301	3,407
Consultant	8,566		8,566	3,886		4,271	11,811	26,473
Audit	198		198	3		66	92	308
Bank charges								25
Print and publications	668	18	686	678	1,005	1,683	21	3,376
Office supplies		2	2	78	2,247	2,325	711	3,036
Program supplies	50	1,386	1,436	4,725	3,687	8,412	893	13,428
Printing							3,873	26,377
Telephone	941		941	8,638	4,368	13,006	478	14,500
Postage/shipping	123	119	242	568	1,029	1,597	5,711	8,947
Occupancy	8,116		8,116	3,725	2,383	6,108	8,156	12,218
Furniture and fixtures	5,118		5,118	61	1,419	1,480	3,499	7,096
Equipment rental and maintenance					79	79		158
Recovery materials							33	66
Public relations and advertising	12		12				141	153
Taxes	893	56	949	2,371	4,482	6,853	3,582	11,435
Travel	5	3,342	3,347	665	323	988	784	1,772
Conferences/seminars/meetings				213	1,487	1,700	287	3,387
Volunteer recognition								1,225
Training - staff	118	1,297	1,415				1,411	3,083
Miscellaneous	134		134				5	139
Depreciation	3,811		3,811					3,811
Total	81,438	107,622	189,060	74,026	83,426	157,452	81,427	341,905

The accompanying notes are an integral part of these statements.

Louisiana Council on Child Abuse, Inc.
Notes to Financial Statements
December 31, 1996

Notes 1-Summary of Accounting Policies

A. Nature and Purpose

The Louisiana Council on Child Abuse (LCCA) was formed in 1986 as a result of a merger between two groups that shared a common purpose working toward the prevention and treatment of child abuse and neglect. Today, LCCA continues to serve as the state affiliate of National Parents Anonymous and The National Committee to Prevent Child Abuse.

Over 700 volunteers across the state work in their communities to distribute child abuse prevention literature; speak to churches, schools, civic groups and businesses, etc. about children's issues. LCCA provides a statewide, toll-free helpline designed to link callers with resources in their community, while support and pertinent information when needed. LCCA's parent support programs are designed to aid parents who are frustrated with the parenting experience. Parent Naming Programs are structured weekly activities designed to address the parent's thinking and emotional needs.

Throughout its history, LCCA has gained funding from private and government grants, and individual and corporate donations. Since 1993, LCCA has stabilized its funding base with approximately 60% grant funding and 40% unrestricted donations. To further stabilize its funding base, LCCA established an Endowment Fund in 1992, which to date has over one million dollars pledged.

The goals for LCCA are to develop the statewide prevention network throughout the state, to have a public that is aware of the pervasiveness of child abuse and its role in prevention, and to offer community-based prevention programs and support groups throughout Louisiana.

B. Method of Accounting

The financial statements of the LCCA are prepared on the accrual basis recording revenue when earned and expenditures when incurred.

C. Use of Estimates

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

D. Cash and Cash Equivalents

For purposes of the Statement of Cash Flows, the organization considers all certificates of deposits to be cash equivalents.

Louisiana Council on Child Abuse, Inc.
Notes to Financial Statements
December 31, 1996

Note 1-Summary of Accounting Policies (Continued)

E. Income Taxes

No provision is made for income taxes as LCCA is a tax exempt, not-for-profit organization under Section 501(c)(3) of the Internal Revenue Code. The organization is not classified as a private foundation.

F. Fixed Assets

Equipment is recorded at cost; or, if donated, at fair market value at date of donation. Depreciation is provided for, principally on a straight-line basis in amounts sufficient to reduce the cost of depreciable assets to operations over their estimated useful lives.

G. Advertising Costs

Advertising costs are expensed as incurred.

H. Certain amounts previously reported for the prior year have been reclassified to conform with 1996 presentation.

Note 2-Functional Allocation of Expenses

The costs of providing for various programs, fund-raising and other activities have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and fund-raising activities benefited.

Note 3-Lease Commitment

The Organization conducts its operations in a leased building under an operating lease. The lease began September 15, 1994 and ends September 30, 1997, with rent at \$1,018 per month. Future minimum sublease rentals amount to \$9,162 at December 31, 1996.

Rental expense for all operating leases for the years ending December 31, 1996 and 1995, was \$12,210 each year.

Note 4-Pension and Retirement Benefits

The Organization has a defined contribution voluntary savings plan for eligible employees. The Organization matches up to 5% of a certain portion of participants' contribution to this 403(b).

Pension expense was \$1,164 for 1996 and none in 1995.

Louisiana Council on Child Abuse, Inc.
Notes to Financial Statements
December 31, 1996

Note 5-Future Contributions

- A. The Louisiana Council on Child Abuse (LCCA) was named as ten percent (10%) beneficiary of the James M. Bernfield, Jr. Charitable Remainder Annuity Trust. The Trust was established on December 26, 1993 and has a term of twenty (20) years. The Trust has been initially funded with a donation of stock valued at five million dollars (\$5,000,000). City National Bank of Baton Rouge, Louisiana has been appointed to administer the Trust.

At the end of the twenty (20) year term, the Trust will terminate and the trustee will distribute to LCCA cash in an amount equivalent to ten percent (10%) of the then principal plus income of the Trust. The Trust is irrevocable and the Trust instrument is irrevocable.

The Trust agreement contains various restrictions, among which are restrictions regarding funding of the Trust, terms of the Trust, payments of annuity, proration of the annuity amount, distribution to charity, prohibited transactions, successor trustee, governing law, limited power of amendment, and investment of trust assets.

- B. LCCA made an agreement as of February 17, 1992, with the Baton Rouge Area Foundation ("Foundation") to establish an endowed fund. The Fund is established on the books of the Foundation and is known as the Louisiana Council on Child Abuse Fund. The Fund will be held within an Investment Fund which is managed by the Foundation for income and growth. Quarterly income may be distributed to LCCA or reinvested in total or in part.

The agreement contains various restrictions, among which are restrictions regarding management fees, fund uses, and the status of the Foundation as an entity.

Corpus value of the Fund at December 31:

1996	\$12,857
1995	\$12,899

Note 6-Contingent Liability

The Internal Revenue Service (IRS) has notified the Organization that Form 5580 for its Cafeteria Plan has not been filed for 1994 and 1995. Management has requested the IRS to waive all penalties. The amount of any penalties is undetermined and the Organization has not received an answer to its request for waiver of penalties.

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June 20, 1997

Independent Auditor's Report

Board of Directors
Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana

Members of the Board:

We have audited the accompanying statements of financial position of the

Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana

as of December 31, 1996 and December 31, 1995, and the related statements of activities, changes in net assets, cash flows and functional expenses for the years then ended. 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 audits.

We conducted our audits in accordance with generally accepted auditing standards set forth by the American Institute of Certified Public Accountants, 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 also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Louisiana Council on Child Abuse, Inc. as of December 31, 1996 and December 31, 1995, and the results of its activities and changes in cash flows for the years then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued a report dated June 20, 1997 on our consideration of the Louisiana Council on Council on Child Abuse, Inc.'s internal control structure and a report dated June 20, 1997 on its compliance with laws and regulations.

Yours truly,

Hanton, Waynorth & Carroll, L.L.P.

HEATHORN, WATKINS & CARROLL, L.L.P.

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June 20, 1997

Report on Schedule of Federal and State Awards

Board of Directors:

Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana

Members of the Board:

We have audited the basic financial statements of the Louisiana Council on Child Abuse, Inc. (a nonprofit organization), as of and for the year ended December 31, 1996, and have issued our report thereon dated June 20, 1997. These financial statements are the responsibility of the Council's management. Our responsibility is to express an opinion on these basic 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 basic 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 our audit provides a reasonable basis for our opinion.

Our audit was made for the purpose of forming an opinion on the basic financial statements of the Council taken as a whole. The schedule of federal and state awards 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 auditing 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.

Yours truly,

Heathorn, Watkins & Carroll, L.L.P.

Louisiana Council on Child Abuse, Inc.
Schedule of Federal and State Awards
Year Ended December 31, 1996

FEDERAL AND STATE PROGRAMS	C.F.E.D.A.F	Pass-Through Grantor's Number	Extramural Expenditures
Department of Health and Human Services/ Department of Social Services			
LECA Development and Maintenance Activities	99-879	370-0859	540
LECA Development and Maintenance Activities	99-879	370-0858	18,938
Family Support Programs	99-879	370-0866	282
Subtotal			<u>19,760</u>
Department of Health and Human Services/ Public Health Service/Health Resources and Services Administration/Maternal and Child			
Health Bureau	99-130	5-MC9-038813-05-0	180
Subtotal			<u>180</u>
State of Louisiana Department of Health and Hospitals			
Maternal & Child Health Program	93-594	336-6132	165,408
Maternal & Child Health Program	93-594	336-6133	22,689
Subtotal			<u>188,097</u>
Department of Health and Human Services/ Louisiana Department of Social Services/ Office of Community Services			
Children's Trust Fund	93-672		6,983
Children's Trust Fund	93-672	370-6308	10,554
Children's Trust Fund	93-672	370-6882	12,932
Regional Coordinator/New Orleans/Region I	93-672	370-6313	1,251
Regional Coordinator/New Orleans/Region I	93-672	370-6313	18,748
Regional Coordinator/Shreveport/Region VII	93-672	370-6462	9,718
Regional Coordinator/Shreveport/Region VII	93-672	370-6462	11,413
Regional Coordinator/Pine Bluff	93-672	370-6313	1,296
Subtotal			<u>79,243</u>
Louisiana Commission on Law Enforcement			
Help Line	18-513	C92-B-V 3-0036	63,888
Help Line	18-513	C96-B-V 3-0035	12,711
Subtotal			<u>76,600</u>
Grand total			<u>334,202</u>

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1997

June 30, 1997

**Report on the Internal Control Structure
Based on an Audit of Financial Statements
Performed in Accordance with Government Auditing Standards**

Board of Directors
Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana

Members of the Board:

We have audited the financial statements of the

**Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana**

as of and for the year ended December 31, 1996, and have issued our report thereon dated June 30, 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

The management of LCCA 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 no 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 generally accepted accounting principles. 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 statement of LOCA for the year ended December 31, 1966, 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.

Our 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 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 structure and its operations that we consider to be material weaknesses as defined above.

This report is intended for the information of the audit committee, management, and regulatory agencies. However, this report is a matter of public record and its distribution is not limited.

Yours truly,

Hawthorn, Waymouth & Gould, P.C.

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June 30, 1997

**Report on Compliance With Laws, Regulations, Contracts and Grants
Based on an Audit of Financial Statements
Performed in Accordance With Government Auditing Standards**

Board of Directors
Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana

Members of the Board:

We have audited the financial statements of the

**Louisiana Council on Child Abuse, Inc.,
Baton Rouge, Louisiana**

as of December 31, 1996, and have issued our report thereon dated June 30, 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to LCCA is the responsibility of LCCA's management. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of LCCA's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on overall compliance with such provisions was not an objective of our audit of the financial statements. Accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance that are required to be reported herein under Government Auditing Standards.

This report is intended for the information of the audit committee, management, and regulatory agencies. However, this report is a matter of public record and its distribution is not limited.

Yours truly,
Hanthorn, Waymouth & Carroll, L.L.P.

HAWTHORN, WYROUTH & CARROLL, L.L.P.



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June 20, 1997

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

Board of Directors
Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana

Members of the Board:

We have audited the financial statements of the

Louisiana Council on Child Abuse, Inc. (LCCA)
Baton Rouge, Louisiana

as of and for the year ended December 31, 1996, and have issued our report thereon dated June 20, 1997. We have also audited the LCCA's compliance with requirements applicable to major federal financial assistance programs and have issued our report thereon dated June 20, 1997.

We conducted our audits 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, *Audit 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 and about whether the LCCA complied with laws and regulations, noncompliance with which would be material to a major federal program.

In planning and performing our audit for the year ended December 31, 1996, we considered LCCA's internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on LCCA's financial statements and on its compliance with requirements applicable to major programs 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 policies and procedures relevant to our audit of the financial statements in a separate report dated June 20, 1997.

The management of the LCCA 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, that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles, and that federal awards 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, projections 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.

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:

Accounting Controls

- General Ledger
- Cash Receipts
- Accounts Receivable
- Purchasing and Receiving
- Cash Disbursements
- Accounts Payable
- Payroll
- Property and Equipment

Administrative Controls

- Political Activity
- Civil Rights
- Cash Management
- Federal Financial Reports
- Allowable costs/Cost Principles
- Administrative Requirements
- Drug Free Workplace

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, 1995, the LCCA expended 79 percent of its total federal awards under major programs.

We performed tests of controls, as required by OMB 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 each of LCCA's major programs which are identified in the accompanying Schedule of Federal Awards. 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 use of management and regulatory agencies and should not be used for any other purpose. However, this report is a matter of public record and its distribution is not limited.

Yours truly,

Henthorn, Waymouth & Condit, L.L.P.

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June 28, 1997

**Unqualified Opinion on Compliance with Specific
Requirements Applicable to Major Programs**

Board of Directors
Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana

Members of the Board:

We have audited the financial statements of the Louisiana Council on Child Abuse, Inc. (LCCA) as of and for the year ended December 31, 1996, and have issued our report thereon dated June 20, 1997.

We have also audited the LCCA's compliance with the requirements governing types of services allowed or unallowed; eligibility; matching; level of effort, or earmarking; reporting; claims for advances and reimbursements; and amounts claimed or used for matching that are applicable to each of its major federal awards which are identified in the accompanying schedule of federal awards, for the year ended December 31, 1996. The management of the LCCA is responsible for its compliance with these requirements. Our responsibility is to express an opinion on compliance with these requirements based on our audit.

We conducted our audit of compliance with these requirements in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States, and OMB Circular A-135, "Audit of Institutions of Higher Education and Other Nonprofit Organizations." These standards and OMB Circular A-135 require that we plan and perform the audit to obtain reasonable assurance about whether material noncompliance with the requirements referred to above occurred. An audit includes examining, on a test basis, evidence about the LCCA's compliance with these requirements. We believe our audit provides a reasonable basis for our opinion.

In our opinion, the LCCA complied, in all material respects, with the requirements governing types of services allowed or unallowed; eligibility; matching; level of effort, or earmarking; reporting; claims for advances and reimbursements; and amounts claimed or used for matching that are applicable to each of its major federal programs for the year ended December 31, 1996.

This report is intended solely for the use of management and regulatory agencies and should not be used for any other purpose. However, this report is a matter of public record and its distribution is not limited.

Yours truly,

Hawthorn, Weymouth & Carroll, L.L.P.

HAWTHORN, WAYMOUTH & CARROLL, L.L.P.



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June 20, 1997

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**Report on Compliance with the General Requirements
No Material Noncompliance Identified**

Board of Directors
Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana
Members of the Board:

We have audited the financial statements of the
Louisiana Council on Child Abuse, Inc. (LCCA)
Baton Rouge, Louisiana

as of and for the year ended December 31, 1996, and have issued our report thereon dated June 20, 1997.

We have applied procedures to test the LCCA's compliance with the following requirements applicable to its federal program, which is identified in the accompanying schedule of federal awards for the year ended December 31, 1996:

- Political Activity
- Civil Rights
- Cash Management
- Federal Financial Reports
- Allowable Costs/Cost Principles
- Administrative Requirements
- Drug Free Workplace

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 the LCCA'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 the LCCA had not complied, in all material respects, with those requirements.

This report is intended solely for the use of management and regulatory agencies and should not be used for any other purpose. However, this report is a matter of public record and its distribution is not limited.

Hawthorn, Weymouth & Carroll, L.L.P.
Yours truly,

Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana

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June 20, 1997

**Report on Compliance With Specific Requirements
Applicable to Nonmajor Program Transactions**

**Board of Directors
Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana**

Members of the Board:

We have audited the financial statements of the

**Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana**

as of and for the year ended December 31, 1996, and have issued our report thereon dated June 20, 1997.

In connection with our audit of the financial statements of LCCA and with our consideration of LCCA's internal control structure used to administer federal 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, 1996. As required by OMB Circular A-133, we performed auditing procedures to test compliance with the requirements governing types of service allowed or unallowed, eligibility, matching, level of effort, or cost-sharing; reporting; claims for advances and reimbursements; and amounts claimed or used for matching that are applicable to those transactions. Our procedures were substantially less in scope than an audit, the objective of which is the expression of an opinion on LCCA'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 LCCA had not complied, in all material respects, with these requirements.

This report is intended for the information of the audit committee, management, and regulatory agencies. However, this report is a matter of public record and its distribution is not limited.

Yours truly,
Hawthorn, Watkins & Carroll, L.L.P.

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**Louisiana Council on Child Abuse, Inc.
Baton Rouge, Louisiana
December 31, 1986**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, 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: Jan 16 1987