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LOWER ALGIERS COMMUNITY DEVELOPMENT
ASSOCIATION, INC.
GOVERNOR'S OFFICE OF URBAN AFFAIRS
AND DEVELOPMENT GRANT

JUNE 30, 1998

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.

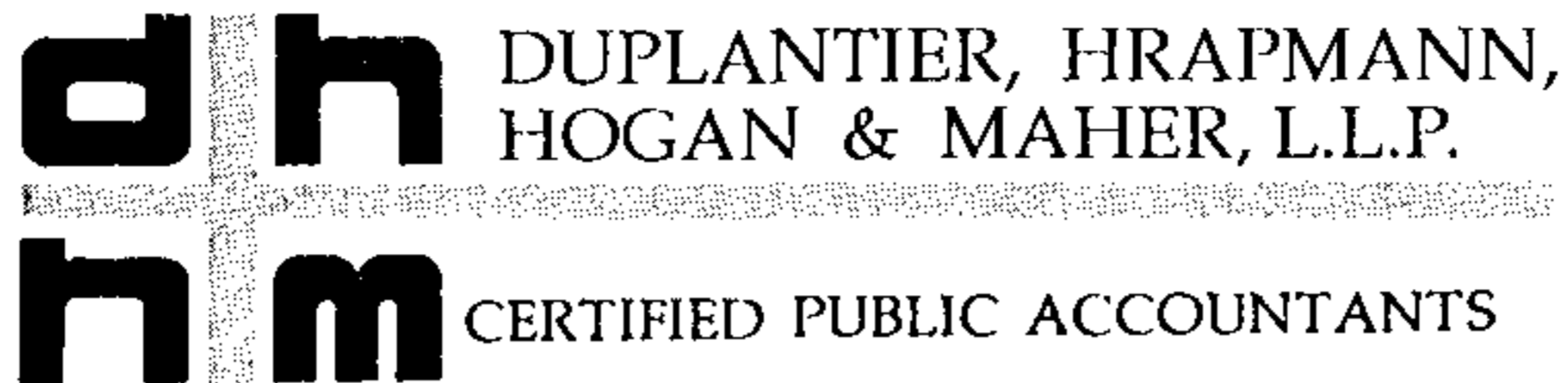
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LOWER ALGIERS COMMUNITY DEVELOPMENT
ASSOCIATION, INC.
GOVERNOR'S OFFICE OF URBAN AFFAIRS
AND DEVELOPMENT GRANT

INDEX TO REPORT

JUNE 30, 1998

	<u>PAGE</u>
ACCOUNTANT'S REPORT.....	1
FINANCIAL STATEMENTS:	
Statement of Financial Position.....	2
Statement of Activities.....	3
Statement of Functional Expenses.....	4
SUMMARY SCHEDULE OF FINDINGS.....	5



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MEMBERS
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
SOCIETY OF LA. C.P.A.'S

ACCOUNTANT'S REPORT

June 25, 1999

Board of Directors
Lower Algiers Community
Development Association, Inc.
New Orleans, Louisiana

We have compiled the accompanying statement of financial position of the Governor's Office of Urban Affairs and Development Grant of Lower Algiers Community Development Association, Inc. as of June 30, 1998, and the related statements of activities and functional expenses for the year then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying financial statements and, accordingly, we do not express an opinion or any other form of assurance on them.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by generally accepted accounting principles. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusion about the financial position and activities of the Governor's Office of Urban Affairs and Development Grant. Accordingly, these financial statements are not designed for those who are not informed about such matters.

The financial statements present only the activities of the Governor's Office of Urban Affairs and Development Grant of Lower Algiers Community Development Association, Inc. for the year ended June 30, 1998 and are not intended to be a complete presentation of the activities of Lower Algiers Community Development Association, Inc.

In accordance with the *Louisiana Governmental Audit Guide* and the provisions of state law, we have issued a report, dated June 25, 1999, on the results of our agreed-upon procedures in relation to the Governor's Office of Urban Affairs and Development Grant of the Lower Algiers Community Development Association, Inc.

Duplantier, Hrapmann, Hogan & Maher LLP

LOWER ALGIERS COMMUNITY DEVELOPMENT ASSOCIATION, INC.
GOVERNOR'S OFFICE OF URBAN AFFAIRS AND DEVELOPMENT GRANT
STATEMENT OF FINANCIAL POSITION
JUNE 30, 1998
(Unaudited)

ASSETS:		
Cash		\$ <u>141</u>
TOTAL ASSETS		\$ <u><u>141</u></u>
LIABILITIES:		
Payroll taxes payable		\$ <u>141</u>
Total liabilities		<u>141</u>
NET ASSETS:		
Unrestricted		<u> --</u>
Total net assets		<u> --</u>
TOTAL LIABILITIES AND NET ASSETS		\$ <u><u>141</u></u>

See accountant's compilation report.

LOWER ALGIERS COMMUNITY DEVELOPMENT ASSOCIATION, INC.
GOVERNOR'S OFFICE OF URBAN AFFAIRS AND DEVELOPMENT GRANT
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 1998
(Unaudited)

UNRESTRICTED NET ASSETS:	
Revenue and support:	
Grants	\$ <u>18,200</u>
Total revenue and support	<u>18,200</u>
Expenses:	
Program services	14,896
Supporting services:	
Administrative and general	<u>3,304</u>
Total expenses	<u>18,200</u>
Increase (decrease) in unrestricted net assets	<u> --</u>
Total increase (decrease) in net assets	<u> --</u>
Net assets beginning of year	<u> --</u>
NET ASSETS END OF YEAR	\$ <u> --</u>

See accountant's compilation report.

LOWER ALGIERS COMMUNITY DEVELOPMENT ASSOCIATION, INC.
GOVERNOR'S OFFICE OF URBAN AFFAIRS AND DEVELOPMENT GRANT
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 1998
(Unaudited)

	<u>PROGRAM SERVICES</u>	<u>ADMINISTRATIVE & GENERAL</u>	<u>TOTAL</u>
EXPENSES:			
Personnel salaries:			
Program coordinator	\$ 8,064	\$ 2,016	\$ 10,080
Personnel fringe benefits:			
Payroll taxes	956	239	1,195
Worker's compensation insurance	219	55	274
Personnel travel	1,590	--	1,590
Operating services:			
Insurance	212	--	212
Telephone	192	48	240
Rent	960	240	1,200
Auto maintenance	367	--	367
Supplies:			
Office	404	101	504
Craft supplies	527	--	527
Equipment	1,405	--	1,405
Other expenses:			
Accounting	--	605	605
 TOTAL EXPENSES	 \$ <u>14,896</u>	 \$ <u>3,304</u>	 \$ <u>18,200</u>

See accountant's compilation report.

LOWER ALGIERS COMMUNITY DEVELOPMENT ASSOCIATION, INC.
GOVERNOR'S OFFICE OF URBAN AFFAIRS AND DEVELOPMENT GRANT
SUMMARY SCHEDULE OF FINDINGS
FOR THE YEAR ENDED JUNE 30, 1998

SUMMARY OF COMPILATION AND ATTESTATION RESULTS:

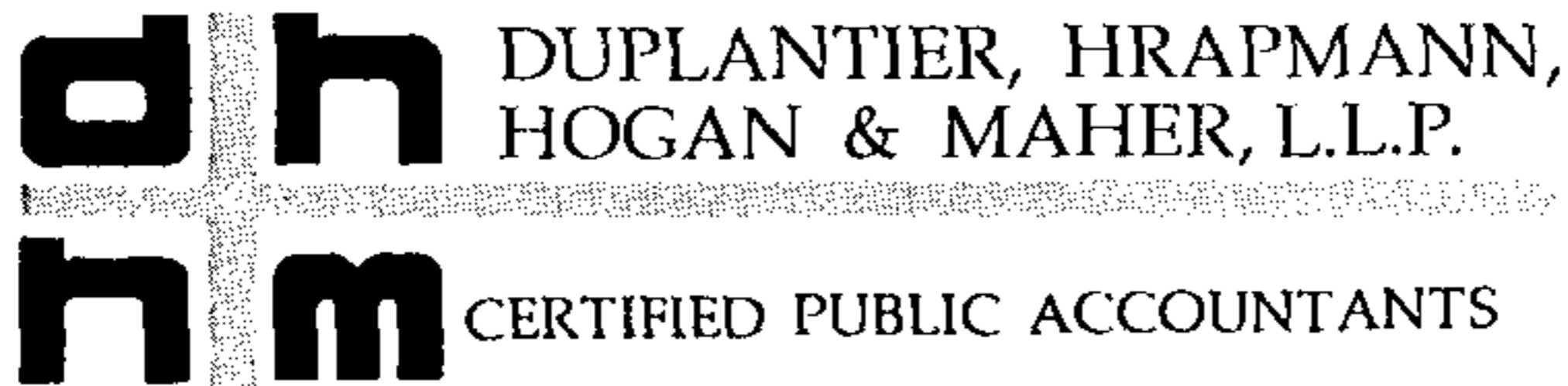
1. A compilation report and an attestation report were issued for the Governor's Office of Urban Affairs and Development Grant of the Lower Algiers Community Development Association, Inc. for the year ended June 30, 1998.
2. Internal Control - Not Applicable
3. Compliance
Noncompliance material to financial statements: one instance noted

FINDINGS REQUIRED TO BE REPORTED UNDER GENERALLY ACCEPTED GOVERNMENTAL AUDITING STANDARDS:

98-1 Compilation and Attestation Completion

The compilation and attestation for the Governor's Office of Urban Affairs and Development Grant of the Lower Algiers Community Development Association, Inc. was not completed within six months of the close of its fiscal year, as required by state law. This resulted from a misinterpretation of grant provisions and state law requirements. The fiscal year ended June 30, 1998 was also the first year that this grant was received by the Lower Algiers Community Development Association, Inc.

We recommend that the compilation and attestation be completed within six months of the close of the fiscal year in the future.



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SOCIETY OF LA. C.P.A.'S

INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED UPON PROCEDURES

June 25, 1999

Board of Directors
Lower Algiers Community
Development Association, Inc.
6400 General Meyer Avenue
New Orleans, Louisiana 70130-2020

We have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of Lower Algiers Community Development Association, Inc. and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Lower Algiers Community Development Association, Inc.'s compliance with certain laws and regulations regarding the Governor's Office of Urban Affairs and Development Grant during the year ended June 30, 1998 included in the accompanying *Louisiana Attestation Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures performed are as follows and only apply to the Governor's Office of Urban Affairs and Development Grant:

Federal, State, and Local Awards

1. Determine the amount of Federal, state and local award expenditures for the fiscal year, by grant and grant year.

<u>GRANT NAME</u>	<u>GRANT YEAR</u>	<u>AMOUNT</u>
Governor's Office of Urban Affairs and Development	June 30, 1998	<u>\$18,200</u>

Federal, State, and Local Awards (Continued)

2. For the Governor's Office of Urban Affairs and Development Grant award, we randomly selected six disbursements during the period under examination, provided that no more than thirty disbursements would be selected.
3. For the items selected in procedure 2, we traced the six disbursements to supporting documentation as to proper amount and payee.

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

4. For the items selected in procedure 2, we determined if the six disbursements were properly coded to the correct fund and general ledger account.

All of the payments were properly coded to the correct fund and general ledger account.

5. For the items selected in procedure 2, we determined whether the six disbursements received approval from proper authorities.

Inspection of documentation supporting each of the six selected disbursements indicated approvals from the Executive Director.

6. For the items selected in procedure 2, we determined whether the disbursements complied with the grant agreement, relating to:

Activities allowed or unallowed

We reviewed the previously listed disbursements for types of services allowed or not allowed. All disbursements did comply with the allowability requirements because the services rendered met the goals of the program (were performed in a disadvantaged area for disadvantaged persons as required by the program guidelines.)

Eligibility

We reviewed the previously listed disbursements for eligibility requirements. All listed disbursements did comply with the eligibility requirements because the individuals who received the services were disadvantaged persons per the program guidelines.

Reporting

We reviewed the previously listed disbursements for reporting requirements. All listed disbursements did comply with the reporting requirements because they could be traced to the monthly expenditure reports. Quarterly activity reports were required. No activity reports were filed.

Federal, State, and Local Awards (Continued)

7. For the programs selected for testing in item (2) that had been closed out during the period under review, we compared the close-out report, when required, with the entity's financial records to determine whether the amounts agree.

The Governor's Office of Urban Affairs and Development Grant was not closed out during the period under review.

Meetings

8. We examined evidence indicating that agendas for meetings recorded in the minute book were posted at an open meeting as required by LSA-RS 42:1 through 42:12 (the open meetings law).

No meeting notices were posted during the year ended June 30, 1998.

Comprehensive Budget

9. For all grants exceeding five thousand dollars, we determined that each applicable federal, state or local grantor agency/agencies was provided with a comprehensive budget of those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance.

Lower Algiers Community Development Association, Inc. provided comprehensive budgets to the applicable state grantor agencies for the programs mentioned previously. These budgets specified the anticipated uses of the funds, estimates of the duration of the projects, and plans showing specific goals and objectives. No measures of performance were included.

Prior Comments and Recommendations

10. We reviewed any prior-year suggestions, recommendations, and/or comments to determine the extent to which such matters have been resolved.

There were no prior year comments or recommendations. This was the first year the Governor's Office of Urban Affairs and Development Grant was awarded to the organization.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of Lower Algiers Community Development Association, Inc., the Legislative Auditor, State of Louisiana, the applicable state grantor agency and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

Duplaster, Hupmann, Hogan & Maher LLP

Lower Algiers Community Development Asso., Inc.

6400 General Meyer Avenue

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RECEIVED

SEP 30 1999

September 22, 1999

Daniel G. Kyle
Legislative Auditor
State of Louisiana
P. O. Box 94397
Baton Rouge, Louisiana 70804-9397

Dear Mr. Kyle:

The following is the Corrective Action Plan for Audit Finding 98-1:

In the future, there will be no misinterpretation of the grant provision and state law requirements. The compilation and attestation reports will be completed within the six months of the close of the fiscal year as required by state law. As Executive Director of the Lower Algiers Community Development Association, Inc., I am the contact person in regard to this issue.

Sincerely,



Executive Director