

### **INDEPENDENT AUDITOR'S REPORT**

Under provisions of state law, this report is a public document. A copy of the report has been submit-FOR THE YEAR ENDED JUNE 30, 1998 officials. The report is available for public inspection at the Saton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court. Release Date MAR & 0 7999

#### ASIF GAFUR MBA, MS CERTIFIED PUBLIC ACCOUNTANT P.O. Box 7166 New Orleans, Louisiana 70186

Phone (504) 241-9328

. - · . .

#### NINTH WARD HOUSING DEVELOPMENT CORPORATION (A Non-Profit Corporation)

**Table of Contents** 

	Page
Independent Auditor's Report	1
Statement of Financial Position	3
Statement of Activities	4
Statement of Functional Expenses	5
Statement of Cash Flows	6

Schedule of Expenditures of Federal Awards	7
Notes to Financial Statements	8
Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with	
Government Auditing Standards	13
Report on Compliance with Requirements Applicable to Each Major Program and on Internal Control over Compliance in Accordance with OMB Circular A-133	15
Schedule of Findings and Questioned Costs With	
Management Corrective Action Plan	18
Summary Schedule of Prior Audit Findings	20
Data Collection Form	22

· --

- ... - ... -... -...

#### ASIF GAFUR, M.B.A., M.S.

CERTIFIED PUBLIC ACCOUNTANT

P.O. Box 7166 New Origens, Louisens 70186

Plane Mark Louisens /V/04

Phone: (504) 241-9328

MEMBER American Insumue of Carrified Public Accountants

#### **INDEPENDENT AUDITOR'S REPORT**

Board of Directors Ninth Ward Housing Development Corporation

I have audited the accompanying statement of financial position of Ninth Ward Housing Development Corporation, hereafter NWHDC (a nonprofit organization), as of June 30, 1998, and the related statements of activities, functional expenses and cash flows for the year then ended. These financial statements are the responsibility of NWHDC's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that I 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 the significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of NWHDC as of June 30, 1998, and the changes in its net assets and its cash flows for the year then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, I have also issued my report dated January 22, 1999, on my consideration of NWHDC's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts, and grants.

My audit was performed for the purpose of forming an opinion on the basic financial statements of NWHDC taken as a whole. The accompanying schedule of expenditures of federal awards is

presented for purposes of additional analysis as required by U. S. Office of Management and Budget Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in my opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

C. - 2 Jacob

Asif Gafur Certified Public Accountant January 22, 1999





NOL	
RATIC	
RPO	N O

--- ---

	GENERAL FUND	DAY-CARE <u>PROGRAM</u>	FOOD SERVICES <u>PROGRAM</u>	COMMUNITY ASSISTANCE PROGRAM	EMPLOYMENT PREPARATION <u>PROGRAM</u>	REHABILI- TATION <u>PROGRAM</u>	FIRST TIME HOME BUYER <u>PROGRAM</u>	TOTAL (MEMO ONLY)
ograms	S 22,164 -0- 190,701 49,930	S 19.278 10.043 -0- 28.594	S 12.875 1.686 -0- 7.258	S 6,040 -0- 20,351	S 6.733 -0- 1.609	S 1.01 0 0 1 0 1	S 97,416 32,828 -0- 1,900	S 165,517 44,557 190,701 109,642
assets	S 262,795	516,75	21.819	26.391	8,342	1,011	132,144	510,417
t, net	1,137,570	5,904	¢	17,871	1,954	¢	Ģ	1,163,299
	S 1,400,365	S 63,819	S 21.819	S 44.262	S <u>10.296</u>	S <u>1.011</u>	S <u>132,144</u>	S 1.673,716
	\$ 1,282	S 214	\$ 398	¢ S	s S	Ş	S 23,669	S 25,563
ther payables ims	901 28,658	687 28,979	115 1,840	1,125 5,642	157 12,723	900 300	-0- 31,500	2,985 109,642
iabilities	30,841	29,880	2,353	6,767	12,880	300	55,169	138,190
ted	1.369.524 -0-	-0- 33,939	-0- 19,466	-0- 37,495	-0- (2.584)	¢	-0-	1,369,524 166,002
14	1,369,524	33,939	19,466	37,495	(2,584)	711	76,975	1,535,526
s and	S <u>1,400,365</u>	S <u>63,819</u>	S <u>21,819</u>	S 44,262	S <u>10,296</u>	s <u> </u>	S <u>132,144</u>	S <u>1,673,716</u>

- - - -

-----

an integral ts

## NINTH WARD HOUSING DEVELOPMENT COI STATEMENT OF FINANCIAL POSITI JUNE 30, 1998

The accompanying report and notes are at part of these financial statements

 $\mathbf{c}$ 

Due from other prog Total current ass Accrued expenses/oth Due to other program **Temporarily restricted** Total current lia **Total Liabilities** Property and equipment, Total net assets Net Assets Accounts payable Grant receivable Rent receivable (Notes 1 and 2) **Current Liabilities:** Unrestricted Current Assets: Total **LIABILITIES** NET ASSETS Cash ASSETS

Z	
ATION	
POR	

• •

. .

-----

---

LOYMENT REHABILI- FIRST TIME TOTAL PARATION TATION HOME BUVER (MEMO PROGRAM PROGRAM ONLY)	91,000 S 19,053 S 293,684 S 832,298 -000- 184,130 -000- 27,644 -000- 27,644 -000- 42 -00- 42	91,000 19,053 458.825 1.235.958	92,838 22,486 381,850 853,291 -0- 145,715	92,838 22,486 381,850 999,006	184,016	(1,838) (3,433) 76,975 52,936	-00- 1,220,041 (746) 4,144 -0- 113,066	(746) 4,144 -0- 1,333,107	-00- (34,533)	-00- 1,369,524	(2.584) 711 76,975 166,002	
FOOD COMMUNITY EMPLOYMENT SERVICES ASSISTANCE PREPARATION PROGRAM PROGRAM PROGRAM	24.315 S 215.022 S -0-0-0- -0-130 430	24,315 215,452	28,896 222,423 -00-	28,896 222,423		(4,581) (6.971)	-0- 24,047 44,466	24,047 44,466	-0- -	-0-	19.466 37.495	
DAY-CARE S PROGRAM PI	S 69.931 S -0- 27.644 -0- 7	97.582	104,798 -0-	104,798		(7,216)	-0- 41,155	41,155	-Ģ-	¢	33,939	
GENERAL FUND	S 119,293 184,130 -0- 26,266	329,731	-0- 145,715	145,715	184,016	÷	1,220,041 -0-	1,220,041	(34,533)	1,369,524	Ļ	
ENUES		l revenues			unrestricted	net assets,	l, beginning restricted,		l, prior period )	l, ending	restricted,	

NINTH WARD HOUSING DEVELOPMENT CORP STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 1998

The accompanying report and notes are an integral part of these financial statements ব

SUPPORT AND REVER Grants Grants Rental income Interest Income Interest Income Interest Income Dother Income Interest Income Dotal support and r Total support and r Increase in net assets, un Increase in net assets un Increase in net assets, un Increase in net assets un Increase in net as	
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

TOTAL	S 304.239	36,390	11,008	813	55,673	292,476	49,646	1,437	955	330	40,422	390	167	20,085	469	12,814	850	15,686	64,385	5.546	103	6,520	12,617	8,010	1,362	29,745	7,984	17.556	s 999,006
FIRST TIME HOME BUYER PROGRAM	¢ ¢	-0-	6.400	¢	55,673	292,476	Ļ	ţ	Ģ	¢	565	÷	¢	19,195	411	148	¢	¢	6,160	¢	¢	148	134	¢	¢	¢	¢	133	S <u>381.850</u>
REHABILI- TATION H <u>PROGRAM</u>	s -0- -0-	÷ <	╞╺╡	ę	-0-	¢	-0-	¢	29	<b>-</b> 0-	-0-	-þ	<b>-</b> 0-	144	33	¢	<b>-</b> 0-	<b>-</b>	21,405	-þ-	¢	875	¢	¢	-0-	- P	¢	¢-	S 22,486
EMPLOYMENT PREPARATION PROGRAM	S 39,175	[+]' <del>†</del>	þ ¢	, <b>-</b>	ų,	¢-	885	- <mark>-</mark> -	¢	¢	¢	¢	142	39	<b>-</b>	1,024	¢	12,000	¢	¢	Ģ	¢	1,411	ę	¢	29,745	2,709	1.567	S 92.838
	S 162.916	20,671 176	2 <b>4</b>	, <b>ද</b>	¢	¢	8,660	<b>-</b>	676	<b>-</b>	7,076	¢	¢	34	<b>•</b>	3,200	480	<b>o</b>	414	5,276	¢	1,811	20	130	-0-	¢	1,807	9,077	S <u>222,423</u>
FOOD SERVICES <u>PROGRAM</u>	S 14,523	1,545	2 <b>4</b>	, ¢	¢	¢	-0-	¢	¢	ę	-0-	¢	18	<b>6</b> -	¢	375	¢	<b>-</b>	749	270	¢	453	606'6	1,089	¢	¢	-0-	¢	S 28,896
DAY-CARE <u>PROGRAM</u>	S 75,700	26/.8	َ ۲	, ¢	ţ	-0-	1,231	25	250	¢	115	175	1	263	- <del>0</del> -	5,900	ę	- Ċ	4,886	¢	ę	530	ę	6,176	12	¢	639	¢	S 104,798
GENERAL FUND	S 11,925	1,641	407 7 608	813	ę	¢	38,870	1,412	¢	330	32,666	215	÷	410	25	2,167	370	3,686	30,771	÷	103	2,703	1,143	615	1,350	¢	2,829	6'179	S <u>145,715</u>

. .

# NINTH WARD HOUSING DEVELOPMENT CORPORATION STATEMENT OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED JUNE 30, 1998

 $\boldsymbol{\omega}$ 

The accompanying report and notes are an integral part of these financial statements

g

Salaríes and wages Fringe benefits Advertisement Contractual services Contractual services Contractual services Construction - new homes Cost - sales of homes Construction - new homes Construction - new homes Depreciation Dues and subscriptions Education and training Entertainment Insurance Licenses and permits Miscellaneous Other Insurance Licenses and permits Miscellaneous Other Parking and mileage Professional services Postage and printing Rent Rent Rent Rent Rent Rent Rent Rent	CHILDES
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------

Total

#### NINTH WARD HOUSING DEVELOPMENT CORPORATION STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 1998

•·····

#### **CASH FLOWS FROM OPERATING ACTIVITIES:**

Increase in net assets	\$ 202,419
Adjustments to reconcile net cash provided	
by operating activities:	
Depreciation expense	49,646
Prior period adjustment	34,533
Changes in operating assets and liabilities:	
Grant receivable	( 13,324 )
Rent receivable	(108,201)
Accounts payable	( 2,810)
Payroll taxes payable	( 14,305)
Net cash provided by operating activities	<u>147,958</u>
CASH FLOWS FROM INVESTING ACTIVITIES:	
Purchase of property and equipment	(104,873)
Sale of lands and other	13,089
Net cash used in investing activities	( 91,784 )
Net increase in cash	56,174
Cash, beginning of period	<u>    109,343    </u>
Cash, end of period	\$ <u>165,517</u>

#### The accompanying report and notes are an intergral part of these financial statements 6

#### NINTH WARD HOUSING DEVELOPMENT CORPORATION SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED JUNE 30, 1998

Grantor/ <u>Program Title</u>	CFDA <u>Number</u>	Grant Contract <u>Number</u>	Program Expenditures June 30, 1998
<b>STATE OF LOUISIANA</b> Office of Urban Affairs & Development	:		
Community Assistance Program Employment Preparation Program	N/A N/A	100-4022 100-4021	\$ 222,423 92,838
Louisiana Department of Education: U. S. Department of Agriculture Child and Adult Care Food Program	10.558	93-285	28,896
<b>CITY OF NEW ORLEANS</b> Division of Housing & Neighborhood Development: U. S. Department of Housing and			
Urban Development	14.219	50-031C	104,798
U. S. Department of Housing and Urban Development	14.219	50-083	119,293
U. S. Department of Housing and Urban Development	14.239	HOME-94013	22,486
U. S. Department of Housing and Urban Development	14.239	CHD098-004	<u>381,850</u>
Total			\$ <u>972,584</u>

#### The accompanying report and notes are an intergral part of these financial statements 7

#### NINTH WARD HOUSING DEVELOPMENT CORPORATION Notes to Financial Statements June 30, 1998

#### Note 1: <u>Background and Significant Accounting Policies:</u>

#### General

Ninth Ward Housing Development Corporation, hereafter NWHDC, is a not-forprofit corporation formed on July 21, 1994, formerly called the Lower Ninth Ward Housing Development Corporation, which was incorporated on December 4, 1969. NWHDC was organized and operates on a non-stock basis with one class of membership which consist of members of the Board of Directors. As a non-profit corporation, the Ninth Ward Housing Development Corporation engages in the purchase, construction, demolition, rehabilitation, improvement, re-building and resale of substandard housing and real property in the City of New Orleans. NWHDC also provides day care, employment preparation/home-work assistance and community assistance programs.

#### Description of Programs

**Child and Adult Care Food Program -** This program is funded through the Louisiana State Department of Education - Child and Adult Food Program and provides free meals to approximately 40 children who participate in the not-for-profit organization's day-care program.

**Community Assistance Program** - This program, funded through the Louisiana State Governor's Office of Urban Affairs and Development, serves as an information clearing house by disseminating information to community residents regarding health care, housing and other community related needs. This program was discontinued at the end of June 30, 1998.

**Homework Assistance Program** (Also referred to as the Employment Preparation Program) - This program, funded through the Louisiana State Governor's Office of Urban Affairs and Development, provides homework assistance to approximately 82 students in grades kindergarten through sixth, who have difficulty completing homework assignments due to reduced parental assistance, distractions, or lack of student motivation. The Homework

Assistance Program is conducted daily at two New Orleans Public Schools for two hours. This program was discontinued at the end of June 30, 1998.

#### Day-Care Center Program - This program, funded through a Community

-8-

#### NINTH WARD HOUSING DEVELOPMENT CORPORATION Notes to Financial Statements June 30, 1998

#### Note 1: <u>Background and Significant Accounting Policies, Cont'd:</u>

Development Block Grant between the City of New Orleans and a non-profit organization, provides day-care services to approximately 45 children between the ages of two and five years old.

Semmes Building Renovation Grant - This program is funded through the City of New Orleans. The fund is restricted to repairs and renovation to the first floor of the Semmes Building. The Day-Care is located in the Semmes Building.

**Rehabilitation Program** - This program is funded through the City of New Orleans - Home Investment Partnership Program. These funds are restricted to owner occupied rehabilitation of homes in the Ninth Ward. This program was discontinued during the year ended June 30, 1998.

**First Time Home Buyer Program** - This program is funded through the City of New Orleans - Home Investment Partnership Program. These funds were used to provide decent, safe and sanitary housing which is affordable to lowincome persons in the target areas.

#### **Principles of Accounting**

The financial statements of Ninth Ward Housing Development Corporation, hereafter NWHDC, are prepared in accordance with generally accepted accounting principles, accordingly, all assets, liabilities, and activities are stated on the accrual basis of accounting.

NWHDC is an exempt organization for federal income tax purposes under Section 501(c)(4) of the Internal Revenue Code.

NWHDC adopted Statement of Financial Accounting Standards (SFAS) No. 117, "Financial Statements of Not-for-Profit Organizations". Under SFAS No. 117,

NWHDC is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted. In addition, NWHDC is required to present a statement of cash flows.

-9-

#### NINTH WARD HOUSING DEVELOPMENT CORPORATION Notes to Financial Statements, Continued June 30, 1998

#### Note 1: **Background and Significant Accounting Policies, Cont'd:**

#### Estimates

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

\_\_\_\_\_\_

#### Property and Equipment

Property and equipment is stated at cost less accumulated depreciation. Depreciation is computed on the straight-line method over the following estimated useful lives:

Building and leasehold improvements	27.5
Furniture and equipment	5
Vehicles	5

#### Income Taxes

The Corporation is a not-for-profit corporation that is exempt from income taxes under Section 501(c)(4) of the Internal Revenue Code.

#### <u>Total Columns</u>

Total Columns are presented to facilitate financial analysis. Data in the columns does

not present financial position, results of operations and changes in net assets in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

-10-

Years

#### NINTH WARD HOUSING DEVELOPMENT CORPORATION Notes to Financial Statements, Continued June 30, 1998

#### Note 2: <u>Property and Equipment</u>

Property and equipment consist of the following at June 30, 1998

Land	\$ 170,275
Buildings and leasehold improvements	1,027,630
Furniture and equipment	42,774
Vehicles	77,835
	1,318,514

Accumulated depreciation (155,215)

Total

\$<u>1,163,299</u>

#### Note 3: <u>Contingencies</u>

The Ninth Ward Housing Development Corporation is a recipient of numerous grants and awards of federal and State funds. These grants and awards are governed by various Federal and State guidelines, regulations, and contractual agreements.

The administration of the programs and activities funded by these grants and awards under the control of the **Ninth Ward Housing Development Corporation** and is subject to audit and/or review by the applicable funding sources. Any grant or award funds found to be not properly spent in accordance with the terms, conditions, and regulations of the funding source may be subject to recapture.

Presently, NWHDC is involved in a lawsuit concerning Board membership. A judgment was rendered however, the matter is on appeal. According to the present management there is more than 80% probability the matter will be decided in favor of the present governing Board members.

#### Note 4: <u>Leasing Arrangement</u>

#### The Homework Assistance Program leases space under an operating lease. Rental

-11-

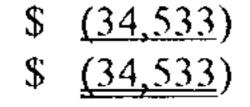
#### NINTH WARD HOUSING DEVELOPMENT CORPORATION Notes to Financial Statements, Continued June 30, 1998

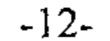
expense for the year ended June 30, 1998 under this lease was \$12,000. This lease expired at June 30, 1998.

#### Note 5: <u>Prior Period Adjustment</u>

The following transaction affected the beginning unrestricted net assets:

Adjustment for prior year rent uncollectible





#### ASIF GAFUR, M.B.A., M.S.

CERTIFIED PUBLIC ACCOUNTANT P.O. Bax 7166 New Orisans, Lowmans 70186 Phone: (504) 241-9328

MEMBER Amences Insums of Certified Public Accounters

#### 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 Ninth Ward Housing Development Corporation

1 have audited the financial statements of Ninth Ward Housing Development Corporation, hereafter NWHDC (a nonprofit organization), as of and for the year ended June 30, 1998, and have issued my report thereon dated January 22, 1999. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

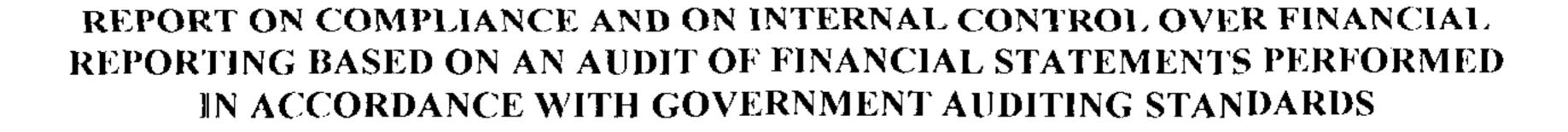
#### <u>Compliance</u>

As part of obtaining reasonable assurance about whether NWHDC's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed an instance of noncompliance that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and questioned costs.

13



.



Internal Control Over Financial Reporting

In planning and performing my audit, I considered NWHDC's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, I noted a certain matter involving the internal control over financial reporting and its operation that I consider to be a reportable condition. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in my judgment, could adversely affect NWHDC's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. The reportable condition is described in the accompanying schedule of findings and questioned costs.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the 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. My 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, I believe that the reportable condition described above is not a material weakness.

This report is intended for the information of the Board of Directors, management, State of Louisiana, federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

Asif Gafur **Certified Public Accountant** January 22, 1999

#### ASIF GAFUR, M.B.A., M.S.

CERTIFIED PUBLIC ACCOUNTANT

P.O. Box 7166 New Orisens, Louinena 70186 Phone: (504) 241-9328

MEMBER American Insume of Certified Public Accounters

#### REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

To the Board of Directors Ninth Ward Housing Development Corporation

#### <u>Compliance</u>

I have audited the compliance of Ninth Ward Housing Development Corporation, hereafter NWHDC (a nonprofit organization), with the types of compliance requirements described in the "U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement" that are applicable to each of its major federal programs for the year ended June 30, 1998. NWHDC's major federal programs are identified in the Schedule of Expenditures of Federal Awards. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of NWHDC's management. My responsibility is to express an opinion on NWHDC's compliance based on my audit.

I conducted my audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations." Those standards and OMB Circular A-133 require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about NWHDC's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances. I believe that my audit provides a reasonable basis for my opinion. My audit does not provide a legal determination of NWHDC's compliance with those requirements.

#### REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

As described in the accompanying schedule of findings and questioned costs, NWHDC did not comply with requirements regarding reporting that are applicable to its major programs. Compliance with such requirements is necessary, in my opinion, for NWHDC to comply with requirements applicable to that program.

In my opinion, except for the noncompliance described in the preceding paragraph, NWHDC complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 1998.

#### Internal Control Over Compliance

The management of NWHDC is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning, and performing my audit, I considered NWHDC's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine my auditing procedures for the purpose of expressing my opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

I noted a certain matter involving the internal control over compliance and its operation that 1 consider to be a reportable conditions. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control over compliance that, in my judgment, could adversely affect NWHDC's ability to administer a major federal program in accordance with the applicable requirements of laws, regulations, contracts, and grants. The reportable condition is described in the accompanying schedule of findings and questioned costs.

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 noncompliance with applicable requirements of laws, regulations, contracts, and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. My consideration of the internal control over compliance 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, I believe the reportable condition described above is not a material weakness.

#### REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

This report is intended for the information of the Board of Directors, management, State of Louisiana, federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

Sector Contraction Asif Gafur Certified Public Accountant

January 22, 1999



· · · - - · · · - ·

#### NINTH WARD HOUSING DEVELOPMENT CORPORATION SCHEDULE OF FINDINGS AND QUESTIONED COSTS YEAR ENDED JUNE 30, 1998

#### All Programs

I. <u>Reporting</u>

#### Timely Completion of the Audit of the Financial Statements

The audit was not completed within a six month period of the close of the fiscal year as required by state laws. To achieve this objective that an audit be completed within six months of the close of the fiscal year, NWHDC should provide the auditor, in a timely manner, with all requested information that is accurate and substantiated.

Management stated that there was a turnover of accountant and the new accountant was not familiar with NWHDC's accounting system, and had a personal tragedy in the family which resulted in the delay in generating substantiated reliable financial information.

#### Management Corrective Action Plan

Ms. Janice Smith, Program Coordinator, indicated that the above resulted from events that were not foreseeable, however, the present accountant plans to remain employed with NWHDC.

#### 2. <u>Reportable Condition- Accounts Balances</u>

Per my initial examination of accounts balances, I noted several instances of incorrect accounts balances. However, measures were taken to correct these balances after this was brought to the attention of the management. I will recommend all balances should be reviewed for accuracy before engaging an auditor to facilitate timely completion of an audit and to prevent unnecessary audit hours.

Management stated that the previous accountant resigned, and the new accountant was not familiar with NWHDC's accounting system and had to face a personal tragedy

#### causing delay in providing accurate accounts balances.

#### NINTH WARD HOUSING DEVELOPMENT CORPORATION SCHEDULE OF FINDINGS AND QUESTIONED COSTS YEAR ENDED JUNE 30, 1998

Management Corrective Action Plan

Management has hired an accountant who plans to remain with the organization and has a commitment to maintain accurate accounts balances.

.



#### NINTH WARD HOUSING DEVELOPMENT CORPORATION SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS YEAR ENDED JUNE 30, 1998

Management Letter

1. Bank Account Reconciliation

An instance of a bank reconciliation not correctly reconciled to the general ledger.

#### Current Status

Corrective action has been taken.

#### 2. <u>Cost Allocation</u>

The corporation does not have a cost allocation plan. Instances of expenditures and indirect costs appear to have been charged to various grants and programs operated by the corporation in a non-systematic manner.

#### Current Status

Presently, all costs are allocated according to approved budgets.

#### 3. <u>Valuation of Contributed Facilities</u>

Corporation had not recorded the value of contributed office space and utilities. Generally accepted accounting principles require that the fair market value of facilities be recorded as revenues and expenses in the non-profit organization's statement of activities.

#### Current Status

#### The corporation presently does not have any contributed office space and utilities.

#### NINTH WARD HOUSING DEVELOPMENT CORPORATION SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS YEAR ENDED JUNE 30, 1998

Management Letter - Continued

Cash Disbursements 4.

> Instances of invoices supporting cash disbursements were not stamped paid to prevent duplicate payments, and an instance of incorrect coding to prevent duplicate payments.

#### Current Status

Corrective action has been taken.

#### 5. <u>Accounts Balances</u>

Auditor noted several instances of incorrect account balances in the initial examination of the accounting records.

#### Current Status

NWHDC has hired a new accountant and in the future all accounts balances will be verified for accuracy before the auditor begins his engagement.

#### 6. <u>Payroll</u>

An instance of withholding per payroll register not agreeing with withholdings per W-4, vacation and sick hours not agreeing with payroll register hours, and an instance of present authorized rate not available in the personnel folder.

#### Current Status

Corrective action has been taken.

