

ALLEN ACTION AGENCY, INC.

A Component Unit of the Allen Public Police July

COMBINED BALANCE SHEET - All Fund Types and Account Groups

June 30, 1997

	Governmental Fund Type	
	General	Special
	Fund	Revenue
ASSETS		
Cash	\$ 3,316	\$ 16,502
Due from other governments	-	33,026
Due from other funds	33,414	-
Furniture, fixtures, transportation, and equipment	-	-
Amount to be provided for retirement of general long-term debt	-	-
Total Assets	\$ 36,730	\$ 50,528
LIABILITIES		
Accounts payable	\$ 90	\$ 14,365
Due to other funds	-	33,414
Payroll taxes payable	7,132	-
Compensated absences payable	-	-
Total Liabilities	7,322	48,779
FUND EQUITY		
Fund Equity:		
Unreserved	36,908	-
Reserved for restricted purposes	-	2,361
Reserved for investment in fixed assets	-	-
Total Fund Equity	36,908	2,361
Total Liabilities and Fund Equity	\$ 44,230	\$ 51,140

See accompanying notes.

GENERAL PURPOSE FINANCIAL STATEMENTS

Board of Directors
Allen Action Agency, Inc.
A Component Unit of the Allen Parish Police Jury
Page 2

Our audit was performed for the purpose of forming an opinion on the general purpose financial statements of Allen Action Agency, Inc., a component unit of the Allen Parish Police Jury, taken as a whole. The accompanying schedule of expenditures of federal awards is prepared 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 in not a required part of the general purpose financial statements. The other accompanying financial information listed as "supplementary reports and schedules" in the table of contents is presented for purposes of additional analysis and is not a required part of the general purpose financial statements of the Allen Action Agency, Inc., a component unit of the Allen Parish Police Jury. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general purpose financial statements taken as a whole.

Mixon & Company, CPAs, APC

Mixon & Company, CPAs, APC
October 22, 1980

M S
C A



Miras & Company
A Professional Corporation

Certified Public Accountants

Member
 Institute of Certified Public Accountants
 Society of Certified Public Accountants
 Board of Certified Public Accountants

INDEPENDENT AUDITORS' REPORT

Board of Directors
Allen Action Agency, Inc.
A Component Unit of the Allen
Parish Police Jury
Orleans, Louisiana

We have audited the accompanying general purpose financial statements of the Allen Action Agency, Inc., a component unit of the Allen Parish Police Jury, as of and for the year ended June 30, 1997, as listed in the table of contents. These general purpose financial statements are the responsibility of the Allen Action Agency, Inc.'s management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Governments 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 that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Allen Action Agency, Inc., a component unit of the Allen Parish Police Jury, as of June 30, 1997, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Governments Auditing Standards*, we have also issued our report dated October 22, 1997 on our consideration of Allen Action Agency, Inc.'s internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

TABLE OF CONTENTS

	Page
INDEPENDENT AUDITORS' REPORT	1
GENERAL PURPOSE FINANCIAL STATEMENTS	
Combined Balance Sheet - All Fund Types and Account Groups	3
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - All Governmental Fund Types	4
Notes to Financial Statements	5
SUPPLEMENTARY REPORTS AND SCHEDULES:	
<i>Supplementary Schedules:</i>	
Schedule I - Combining Balance Sheet - Special Revenue Funds	12
Schedule II - Combining Statement of Revenues, Expenditures, and Changes in Fund Balances - Special Revenue Funds	13
Schedule III - Compensation of Board Members	14
<i>Auditors' Reports:</i>	
Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	15
Report on Compliance with Requirements Applicable to each Major Program and Internal Control over Compliance in Accordance with OMB Circular A-133	17
<i>Other Federal Reports:</i>	
Schedule of Expenditures of Federal Awards	19
Schedule of Findings and Questioned Costs	21
Corrective Action Plan	23
Summary Schedule of Prior Audit Findings	24

ALLEN ACTION AGENCY, INC.
Oberlin, Louisiana

A Component Unit of the Allen Parish Police Jury

GENERAL PURPOSE FINANCIAL STATEMENTS

For The Year Ended June 30, 1997

1813
file

OFFICIAL
FILE COPY
DO NOT REMOVE THIS
Please: Do not
remove from this
copy and FILE
BACK IN FILE

ALLEN ACTION AGENCY, INC.

OBERLIN, LOUISIANA

A Component Unit of the Allen Parish Police Jury

GENERAL PURPOSE FINANCIAL STATEMENTS

For the Year Ended June 30, 1997

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the auditor, 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 7-13-98



Moss & Company
A Professional Corporation

Certified Public Accountants

<u>Account Groups</u>		Total (Minimums Doll)
<u>General Fund Agency</u>	<u>General Long-Term Debt</u>	
\$ -	\$ -	\$ 33,218
-	-	33,638
-	-	33,634
436,305	-	436,305
-	<u>5,854</u>	<u>5,854</u>
<u>\$ 436,305</u>	<u>\$ 5,854</u>	<u>\$ 501,462</u>
\$ -	\$ -	\$ 14,886
-	-	33,634
-	-	3,731
-	<u>5,854</u>	<u>5,854</u>
-	<u>5,854</u>	<u>61,033</u>
-	-	30,808
-	-	3,291
<u>436,305</u>	-	<u>436,305</u>
<u>436,305</u>	-	<u>488,434</u>
<u>\$ 436,305</u>	<u>\$ 5,854</u>	<u>\$ 511,489</u>

ALLEN ACTHIN AGENCY, INC.

A Component Unit of the Allen Parish Police Jury

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND

CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES

For the Year Ended June 30, 2007

	General Fund	Special Revenues	Total Miscellaneous Funds
REVENUES			
State and Federal grants	\$ -	\$ 897,597	\$ 897,597
In-kind contributions	-	179,884	179,884
Other	<u>12,842</u>	<u>12,869</u>	<u>25,711</u>
Total Revenues	<u>12,842</u>	<u>1,090,310</u>	<u>1,096,192</u>
EXPENDITURES			
Salaries	6,082	404,521	410,603
Fringe benefits	777	29,029	30,106
Taxes	1	8,251	8,252
Program services	581	289,799	290,180
Capital outlay	-	90,498	90,498
Other	<u>99</u>	<u>125,834</u>	<u>126,833</u>
Total Expenditures	<u>7,540</u>	<u>1,093,932</u>	<u>1,101,414</u>
Excess (Deficiency) of Revenues over Expenditures	5,302	(1,822)	3,480
FUND BALANCES - BEGINNING	<u>29,592</u>	<u>4,188</u>	<u>33,780</u>
FUND BALANCES - ENDING	<u>\$ 34,894</u>	<u>\$ 2,366</u>	<u>\$ 37,260</u>

See accompanying notes.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Allen Action Agency, Inc., incorporated under the laws of the State of Louisiana on November 12, 1965, is a nonprofit organization as defined by Section 501(c)(3) of the Internal Revenue Code. The laws of the State of Louisiana exempt the Agency from Louisiana taxation. The majority of this agency's funding comes from government grants receivable annually.

The financial statements of the Allen Action Agency, Inc. have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Reporting Entity

The basic criterion for determining whether a governmental department, agency, institution, commission, public authority, or other governmental organization should be included in a primary governmental unit's reporting entity for financial statements is financial accountability. Financial accountability includes the appointment of a voting majority of the organization's governing body and the ability of the primary government to impose its will on the organization or if there is a financial benefit/burden relationship. In addition, an organization that is financially dependent on the primary government should be included in its reporting entity.

Based on the following application of criteria, there are no potential component units which should be included in the Agency's financial statements. The Agency is a component unit of the Allen Parish Police Jury based on a review of various entities presented by the Louisiana Legislative Auditor's Office. It is the opinion of that office that community action agencies are nonprofit corporations established to perform a public purpose which the parish police jury is statutorily authorized to perform. The police jury appoints one-third of the members of the governing board of the community action agencies (which is not considered a voting majority.) However, because the nature and signficance of the relationship between the community action agency and the police jury are such, inclusion from the financial reporting of the police jury would render the financial statements incomplete or misleading. This report includes all funds which are controlled by the Allen Action Agency, Inc.'s Board of Directors.

Fund Accounting

The accounts of the Allen Action Agency, Inc. are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. The governmental funds and the programs comprising them as presented in the financial statements are described as follows:

ALLEN ACTION AGENCY, INC.
A Component Unit of the Allen Parish Police Jury
NOTES TO FINANCIAL STATEMENTS
June 30, 1990

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

General Fund

The General Fund is the general operating fund of the Agency. It is used to account for all financial resources except those required to be accounted for in another fund. These discretionary funds are accounted for and reported according to the funding source (Federal, state, or local) from which they are derived.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The following are the funds which comprise the Agency's Special Revenue Funds:

CSBG/Revolving Fund. The CSBG Fund accounts for funds granted by the United States Department of Health and Human Services under the Community Services Block Grant Program. This program provides funds to assist in ameliorating the causes and consequences of poverty.

Emergency Child Care Fund. This fund accounts for monies received from the U.S. Department of Health and Human Services. This program provides child care services primarily to economically disadvantaged preschool children of working parents.

Emergency Energy Assistance Fund. The Emergency Energy Assistance Fund accounts for funds donated to local utility companies by the public to provide to low income families.

Commodity Distribution Fund. The Commodity Fund accounts for commodity distributions granted by the United States Department of Agriculture under the Food Distribution Program.

Food & Nutrition Program Fund. This fund accounts for funds received from the State of Louisiana Department of Education to be used for the expenditures relating to the operations of the child care food program.

Headstart Fund. The Headstart Fund accounts for monies received from the U.S. Department of Health and Human Services. This program provides comprehensive health, educational, nutritional, social and other services primarily to economically disadvantaged preschool children.

Lifeline Fund. The Lifeline Fund accounts for funds granted by the United States Department of Health and Human Services under the Low Income Home Energy Assistance Block Grant Program. This program assist low income persons with meeting the costs of home energy.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Weatherization Program Fund. This fund accounts for funds granted by the Louisiana Department of Social Services and U.S. Department of Energy. This program attempts to conserve energy and reduce the impact of rising energy costs on low-income persons through the installation of energy-conserving measures in their dwellings.

Emergency Food and Shelter (United Way) Fund. The Emergency Food and Shelter (United Way) Fund accounts for funds granted by the Emergency Food and Shelter National Board Program.

Headstart/Farraro Fund. This fund accounts for monies generated by activities of Headstart participants parents, which is under the control of the Allen Action Agency, Inc.'s Board of Directors.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis-of accounting refers to the timing of the measurements made, regardless of the measurement bases applied.

All funds are maintained on the modified accrual basis of accounting wherein revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the liability is incurred, if measurable. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Governmental fund revenues are susceptible to accrual if the related expenditure has been incurred as of the balance sheet date. Other revenues, not related to a specific expenditure, is recognized when received.

Budget Policy

The Agency is not required and did not adopt a budget for this fiscal year.

Fixed Assets

General fixed assets are not capitalized in the funds used to acquire them. Instead, capital acquisitions are reflected as expenditures in governmental funds, and the related assets are reported in the General Fixed Asset Account Group. All fixed assets are stated at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are stated at their estimated fair value on the date donated. No depreciation has been provided for any general fixed assets and presentation of this account information is not intended to purport them as available resources for present or future Agency operations.

ALLEN ACTION AGENCY, INC.
A Component Unit of the Allen Parish Police Jury
NOTES TO FINANCIAL STATEMENTS
June 30, 1997

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Deposits with Financial Institutions

As reflected in the Balance Sheet, the Agency has cash carrying value totaling \$22,218 at June 30, 1997. Total bank deposits at year end were \$51,854. The total amount is fully insured through Federal deposit insurance.

Compensated Absence/Claims in Long-Term Debt

Vacated or accumulated vacation leave that is not expected to be liquidated with expendable available financial resources is reported in the General Long-term Debt Account Group. No liability for sick leave is reported in the financial statements since the Agency does not pay any accrued sick leave amount at separation.

Employees accrue vacation and sick leave based on years of service. Employees with three years of service or less accrue 8 hours of vacation and sick leave, three to five years of service permits 10 hours of accrual, and employees with five or more years of service accrue 12 hours. At June 30, 1997, accrued vacation leave was \$2,834. Sick leave was \$9,021. Accrued vacation leave (General Long-term Debt Account Group) increased by \$4,441 from \$1,412 at June 30, 1996 to \$5,854 at June 30, 1997.

Short-term Interfund Receivables/Payables

During the course of operations, transactions occur between the General Fund and other funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on the Balance Sheet.

Total Columns of Combined Statements - Overview

Total columns on the combined statements - overview are captioned "information only" to indicate that they are presented only to help with financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the preparation of this data.

NOTE 2 - BOARD OF DIRECTORS COMPENSATION

The Board of Directors is a voluntary board, therefore, no compensation has been paid to any director.

ALLEN ACTION AGENCY, INC.
A Component Unit of the Allen Parish Police Jury
NOTES TO FINANCIAL STATEMENTS
June 30, 1997

NOTE 3 - INCOME TAX STATUS

The Allen Action Agency, Inc., a non-profit corporation, is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code.

NOTE 4 - CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance			Balance
	<u>283,696</u>	Additions	Deletions	<u>500,997</u>
Building and Improvements	\$187,898	\$ -	\$ -	\$187,898
Automobiles	185,348	-	38,774	146,574
Furniture and Equipment	112,343	90,428	-	202,771
Totals	<u>\$581,387</u>	<u>\$ 90,428</u>	<u>\$ 38,774</u>	<u>\$633,041</u>

NOTE 5 - IN-KIND CONTRIBUTIONS

Allen Action Agency, Inc. received various in-kind contributions during the year, which consisted of commodities furnished at no cost by the State of Louisiana. The total amount of commodities furnished to the Agency during the year ended June 30, 1997 totaled \$6,499. These commodities were distributed to needy families during the year. The value of these commodities has been recorded in the Census as Special Revenue as a revenue and an expenditure.

The Agency also records in-kind contributions for the Headstart Program for various personal services rendered, space donated, travel expenditures incurred, and other miscellaneous donations. These amounts have been recorded in the Headstart Special Revenue Fund.

NOTE 6 - RESERVEMENTS, CLAIMS AND SIMILAR CONTINGENCIES

Management has represented that there is no litigation pending against the Agency at June 30, 1997. Furthermore, the Agency's management believes that any potential lawsuits would be adequately covered by insurance. The Agency has not retained the risk of loss in relation to insurance matters. Their policy is to purchase commercial insurance for any of their needs.

The Agency receives revenues from various Federal and State grant programs which are subject to final review and approval as to allowability of expenditures by the respective grant agencies. Any over-allowances or expenses arising out of a final review are normally recognized in the period in which agreed upon between the parties involved. Also, it is management's opinion that any audits by the grantor agencies would not produce disallowed program costs and liabilities to such an extent that they would adversely affect the Agency's financial position.

ALLEN ACTION AGENCY, INC.
 A Component Unit of the Allen Parish Police Jury
 NOTES TO FINANCIAL STATEMENTS
 June 30, 1997

NOTE 7 - ECONOMIC DEPENDENCY

The Agency receives the majority of its revenues from funds provided through grants. The grant amounts are appropriated each year by the federal and state governments. If significant budget cuts are made at the federal and/or state level, the amount of the funds the Agency receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the Agency will receive in the next fiscal year.

NOTE 8 - OTHER REQUIRED DISCLOSURES

Deficit Fund Balances - The following Special Revenue Funds have deficit fund balances due to timing of expenditure recognition:

- (1) CSBG Grant Fund \$365, (2) Weatherization Grant Fund \$205, (3) Headstart Grant Fund \$1,607 and (4) Lifting Grant Fund \$255.

Due from Other Governments - Amounts due from other agencies are comprised of the following:

Headstart Grant - Exp. Reimbursement . . .	\$ 7,084
Lifting Grant - Exp. Reimbursement	4,500
Summer Child Care Grant - Exp. Reimbursement	21,624
Total	\$33,208

Interfund Assets/Liabilities - The following funds had short term loan transactions at June 30, 1997:

	Receivable	Payable
General Fund	\$ 33,414	\$ -
Special Revenue Funds:		
Weatherization	-	327
CSBG Fund	-	11,628
Headstart	-	382
Lifting	-	257
Summer Child Care	-	28,620
Total	\$ 33,414	\$ 33,414

Reserved Fund Balances - The special revenue fund balances are reflected as reserved for restricted purposes due to the nature of the funds. All of the special revenue funds are grant programs, whose funds are required to be expended for specific purposes outlined in the various grant documents.

ALLEN ACTION AGENCY, INC.
A Component Unit of the Allen Parish Police Jury
NOTES TO FINANCIAL STATEMENTS
June 30, 1997

NOTE 9 - OPERATING LEASES

The Agency leases a building for the Habitat program for \$250 per month for nine months of each year. The total lease expenditures for this fiscal year was \$2,500.

NOTE 10 - DEFERRED COMPENSATION PLAN

The Agency established a 403(b) plan during the fiscal year for its employees of the Habitat program and Agency administrative personnel. Under this plan, there is no fixed dollar amount of retirement benefits. Employee and employer contributions determine the retiree's benefits available. Contributions are invested in mutual funds, which will be the custodian. Participants are eligible by completing one month of service with the Agency. Employee contributions cannot exceed 50% of compensation. Employer contributions are discretionary. Vesting is automatic. Participants may receive loans from their individual accounts up to the lesser of \$50,000 or 50% of their account balance. Loans will have interest at a rate determined by the plan administrator. The term of loans may not exceed 3 years.

SUPPLEMENTARY REPORTS AND SCHEDULES

ALLIEN ACTION AGENCY, INC.

A Component Unit of the Allen Parish Police Jury

COMBINING BALANCE SHEET - SPECIAL REVENUE FUNDS

Year Ended June 30, 1997

	CSRF Regular Grant	Business CSRF Grant	Emergency Funding	Commodity Distribution	Food and Nutrition Program
ASSETS					
Cash	\$ 11,760	\$ 59	\$ 181	\$ -	\$ 1,260
Due from other governments	-	21,614	-	-	-
Due from other funds	-	-	-	-	-
Total Assets	\$ 11,760	\$ 21,673	\$ 181	\$ -	\$ 1,260
LIABILITIES					
Accounts payable	\$ 498	\$ 1,853	\$ -	\$ -	\$ -
Due to other funds	11,628	20,628	-	-	-
Due to other governments	-	-	-	-	-
Total Liabilities	\$ 12,126	\$ 21,673	\$ -	\$ -	\$ -
FUND EQUITY					
Fund Equity	(867)	-	181	-	1,260
Total Fund Equity	(867)	\$ -	\$ 181	\$ -	\$ 1,260
Total Liabilities and Fund Equity	\$ 11,760	\$ 21,673	\$ 181	\$ -	\$ 1,260

See accompanying notes.

Houston Fund	Lifeway Fund	Weatherization Program	United Way	Houston Parsons	Total
\$ - 7,084	\$ - 4,970	\$ 31 -	\$ 3,507 -	\$ 114 -	\$ 16,902 35,078
<u>\$ 7,084</u>	<u>\$ 4,970</u>	<u>\$ 31</u>	<u>\$ 3,507</u>	<u>\$ 114</u>	<u>\$ 30,558</u>
\$ 8,779 367	\$ 4,668 257	\$ 9 327	\$ - -	\$ - -	\$ 14,909 33,418
<u>8,204</u>	<u>5,215</u>	<u>316</u>	<u>-</u>	<u>-</u>	<u>48,319</u>
<u>(1,662)</u>	<u>(230)</u>	<u>(200)</u>	<u>(3,561)</u>	<u>(114)</u>	<u>(2,781)</u>
<u>(1,662)</u>	<u>(230)</u>	<u>(200)</u>	<u>(3,561)</u>	<u>(114)</u>	<u>(2,781)</u>
<u>\$ 7,084</u>	<u>\$ 4,970</u>	<u>\$ 31</u>	<u>\$ 3,507</u>	<u>\$ 114</u>	<u>\$ 30,558</u>

ALLIEN ACTION AGENCY, INC.
 A Component Unit of the Allen Parish Police Jury
 COMBINING STATEMENT OF REVENUES,
 EXPENDITURES, AND CHANGES IN FUND BALANCES - SPECIAL REVENUE FUNDS

For the Year Ended June 30, 1997

	CSBG Regular Grant	Summer CDBG Grant	Emergency Energy Program	Commodity Distribution	Food and Nutrition Programs
REVENUES					
State and federal grants	\$ 70,500	\$ 21,814	\$ -	\$ 1,847	\$ 49,793
In-kind contributions	-	-	-	6,499	-
Other	-	-	61.1	-	35
Total Revenues	70,500	21,814	61.1	8,346	49,828
EXPENDITURES					
Salaries	50,460	13,798	-	-	38,674
Fringe benefits	8,394	3,122	-	-	-
Travel	3,800	189	-	-	-
Program services	6,671	1,581	750	1,940	12,582
Capital outlay	-	-	-	-	-
Other	-	-	-	8,459	-
Total Expenditures	70,325	21,688	750	8,459	48,756
Excess (Deficiency) of Revenues over Expenditures	(825)	-	(689)	-	1,072
FUND BALANCES - BEGINNING	(325)	-	243	-	738
FUND BALANCES - ENDING	\$ (407)	\$ -	\$ (446)	\$ -	\$ 1,810

See accompanying notes.

<u>Whelan</u> <u>Good</u>	<u>Lifep</u> <u>Good</u>	<u>Workstation</u> <u>Program</u>	<u>United</u> <u>Way</u>	<u>Whelan</u> <u>Parents</u>	<u>Total</u>
\$ 683,808	\$ 48,074	\$ 9,424	\$ 33,794	\$ -	\$ 891,507
173,413	-	-	-	-	178,884
9,365	-	322	-	3,119	15,466
<u>867,586</u>	<u>48,074</u>	<u>9,746</u>	<u>33,794</u>	<u>3,119</u>	<u>1,091,812</u>
307,850	303	3,373	-	-	466,526
50,064	-	1,248	-	-	99,829
3,008	82	158	-	-	8,250
186,208	48,702	4,448	11,803	4,358	285,799
83,498	-	-	-	-	86,498
<u>173,413</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>178,884</u>
<u>869,338</u>	<u>89,187</u>	<u>9,828</u>	<u>11,803</u>	<u>4,358</u>	<u>1,093,814</u>
(1,545)	(1,078)	750	(1,093)	114	(1,932)
<u>(332)</u>	<u>828</u>	<u>(1,250)</u>	<u>(4,578)</u>	<u>-</u>	<u>4,388</u>
<u>\$ (1,867)</u>	<u>\$ (2,550)</u>	<u>\$ (202)</u>	<u>\$ 3,567</u>	<u>\$ 114</u>	<u>\$ 3,266</u>

ALLEN ACTION AGENCY, INC.
A Component Unit of the Allen Parish Police Jury
COMPENSATION OF BOARD MEMBERS
Year Ended June 30, 1997

SCHEDULE II

During the period covered by our audit, there were no payments made to or on behalf of board members.



Mirex & Company
A Professional Corporation

Certified Public Accountants

Member
American Institute of Certified Public Accountants
Chartered by the American Institute of Certified Public Accountants
Florida Certified Public Accountants, Inc.

**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
Allen Action Agency, Inc.
A Component Unit of the Allen Parish Police Jury
Oberlin, Louisiana

We have audited the financial statements of the Allen Action Agency, Inc., Oberlin, Louisiana, a component unit of the Allen Parish Police Jury, as of and for the year ended June 30, 1993, and have issued our report thereon dated October 22, 1993. We conducted our 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.

Compliance

As part of obtaining reasonable assurance about whether the Allen Action Agency, Inc.'s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with these provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Allen Action Agency, Inc.'s internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Allen Action Agency, Inc.'s ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in the accompanying schedule of findings and questioned costs as item 93-3.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements 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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly,

Board of Directors
Allen Action Agency, Inc.
A Component Unit of the Allen Parish Police Jury
Page 7

would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, of the reportable conditions described above, we consider Item FF-1 to be a material weakness. We also noted other matters involving the internal control over financial reporting that we have reported to management of the Allen Action Agency, Inc. in a separate letter dated October 22, 1997.

This report is intended for the information of management, others within the organization, federal auditing agencies and pass-through entities, and the Legislative Auditor of the State of Louisiana. However, this report is a matter of public record and its distribution is not limited.

Marie Blomquist, CPA, AICPA

Miras & Company, CPAs, APC
October 22, 1997

M & C



Mirco & Company
A Professional Corporation

Certified Public Accountants

Members
American Institute of Certified Public Accountants
Texas Institute of Certified Public Accountants
Florida Certified Public Accountants

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

Board of Directors
Allen Action Agency, Inc.
A Component Unit of the Allen Parish Police Jury
Oberlin, Louisiana

Compliance

We have audited the compliance of the Allen Action Agency, Inc., Oberlin, Louisiana, a component unit of the Allen Parish Police Jury, with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Requirements that are applicable to each of its major federal programs for the year ended June 30, 1997. Allen Action Agency, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Allen Action Agency, Inc.'s management. Our responsibility is to express an opinion on the Allen Action Agency, Inc.'s compliance based on our audit.

We evaluated our 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 we 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 the Allen Action Agency, Inc.'s compliance with these requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Allen Action Agency, Inc.'s compliance with these requirements.

In our opinion, the Allen Action Agency, Inc., Oberlin, Louisiana, a component unit of the Allen Parish Police Jury, 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, 1997.

Internal Control Over Compliance

The management of the Allen Action Agency, Inc., Oberlin, Louisiana, a component unit of the Allen Parish Police Jury, is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the Allen Action Agency, Inc.'s internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

To the Board of Directors
Allen Action Agency, Inc.
A Component Unit of the Allen Parish Police Jury
Page 2

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. 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 non-compliance 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. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

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

Miss & Company, CPAs, APC

Miss & Company, CPAs, APC
October 23, 1997

M & C

ALLEN ACTION AGENCY, INC.
 A Component Unit of the Allen Parish Police Jury
SCHEDULE OF DISBURSEMENTS OF FEDERAL AWARDS
 For the Year Ended June 30, 1997

Federal Grantor/ Pass-Through Grantor/Program Title	Program Year	CFDA Number	Grants Number
Major Programs			
U.S. Department of Health and Human Services Headstart	96-97	89.609	ONE(1)12/931
Other Federal Awards			
U.S. Department of Health and Human Services Passed Through the State Department of Social Services:			
LifeSpan (DSSSF 587206)	1997	93.568	FACE 376/1583
Summer Child Care	1997	93.575	N/A
Passed Through the State Department of Employment and Training:			
Community Services (Block Grant (CSBG) - Regular	95-96	90.569	98A9010
CSBG - Regular	96-97	90.569	0098010
U.S. Department of Agriculture Passed Through the State Department of Agriculture and Forestry:			
Commodity Distribution	96-97	18.150	N/A
Passed Through the State Department of Education:			
Child Care Food	85-93	18.158	N/A
U.S. Department of Energy Passed Through the State Department of Social Services:			
Weatherization DSS 05349	94-97	81.840	FACE 370/9030
Federal Emergency Management Agency Passed through the Emergency Food and Shelter Programs National Board:			
Food and Shelter	96-97	83.323	N/A

TOTAL FEDERAL AWARDS

Revenues
Recognized

Disbursements/
Expansions

\$ 685,808

\$ 696,989

48,074
23,634

48,149
23,634

34,685
36,485

36,719
33,817

8,401

8,401

(Note A)

49,258

45,208

9,434

9,839

10,729

11,865

\$ 595,079

\$ 612,700

ALLEN ACTION AGENCY, INC.
A Component Unit of the Allen Parish Police Jury
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended June 30, 1997

Note A: The expenditures reported here include the value of commodities distributed during the year. The total value of the commodities for the fiscal year distribution dates was \$6,499. This amount is recorded in the Commodity Special Revenue Fund as an in-kind revenue and expenditure.

Note B: This schedule was prepared using the modified accrual basis of accounting.

ALLEN ACTION AGENCY, INC.
A Component Unit of the Allen Parish Police Jury
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended June 30, 1997

Type of report issued on the financial statements of Allen Action Agency, Inc. for the year ended June 30, 1997:

Unqualified

Reportable condition in internal control disclosed by the audit of the financial statements:

97-3 (Material weakness)

Separation of duties. Because of the lack of a large staff, more specifically accounting personnel, there is a problem with segregation of duties necessary for proper controls. One person is currently performing the functions of preparing disbursements, recording the disbursements in the journals, and posting to the general ledger. We do note that this situation is inherent to most agencies of this type and is difficult to solve due to the funding limitations of the Agency. The Agency has implemented a previous suggestion of having someone other than the bookkeeper periodically perform the function of reconciling the bank accounts. We recommend that the Executive Director as well as the Board of Directors take an active interest in the review of all of the financial information. This was also a prior year finding.

Noncompliance which is material to the financial statements of Allen Action Agency, Inc. for the year ended June 30, 1997:

None

Reportable condition in internal control over major programs disclosed by the audit of Allen Action Agency, Inc. for the year ended June 30, 1997:

None

Type of report issued on compliance for major programs for Allen Action Agency, Inc. for the year ended June 30, 1997:

Unqualified

Audit findings required to be reported under section 500(a):

None

Major Programs:

Headstart - U.S. Department of Health & Human Services CFDA #85.600

ALLEN ACTION AGENCY, INC.
A Component Unit of the Allen Parish Police Jury
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended June 30, 1997

Dollar threshold used to distinguish between Type A and Type B Programs:

\$50,000

Allen Action Agency, Inc. qualified as a low risk entity:

No

Prior year findings and questioned costs:

A. Liftup Program

1. Condition: In the prior year, a net questioned cost of \$100 was noted due to miscalculations.

Current Status: The questioned costs were resolved.

Management Response: None.

B. Resocialization Program

1. Condition: In the prior year, one instance was noted whereby an ineligible individual was enrolled in the program. Also no documentation of income was on file.

Current Status: The Agency has instituted our recommendation of review of all applications by a second party.

Management Response: None.

2. Condition: In the prior year, one instance was noted whereby the income level was incorrectly calculated. This did not affect eligibility.

Current Status: The Agency has instituted our recommendation of review of all applications by a second party.

Management Response: None.

ALLEN ACTION AGENCY, INC.
A Component Unit of the Allen Parish Police Jury
CORRECTIVE ACTION PLAN
For the Year Ended June 30, 1991

RE-1

Contact person - R.H. Weatherford, Executive Director

Corrective action - The Agency has delegated the responsibility of monthly bank reconciliations to an employee who is not responsible for other accounting records. Also, the executive director and board members will continue to take an active role in the day to day operations of the Agency. This corrective action plan is in effect as of October 22, 1991.

ALLEN ACTION AGENCY, INC.
A Component Unit of the Allen Parish Police Jury
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
For the Year Ended June 30, 1997

Finding 86-1

Corrective action was taken.

Waiver/Exception 86-2

Corrective action was taken.

Waiver/Exception 86-3

Corrective action was taken.