

NAMI LOUISIANA, INC.
BATON ROUGE, LOUISIANA

REVIEWED FINANCIAL STATEMENTS
June 30, 2023 and 2022



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Independent Accountants' Review Report

Board of Directors
NAMI Louisiana, Inc.
Baton Rouge, Louisiana

We have reviewed the accompanying financial statements of NAMI Louisiana, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2023 and 2022, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA, and the standards applicable to review engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of NAMI Louisiana, Inc., and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountants' Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Other Matter Paragraph

Supplementary Information

The accompanying schedule of compensation, benefits, and other payments to the agency head, political subdivision head, or chief executive officer is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. We have not audited or reviewed the supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on it.

TWIRU

CPAs & Financial Advisors
Baton Rouge, Louisiana
November 29, 2023

NAMI Louisiana, Inc.
Baton Rouge, Louisiana

STATEMENTS OF FINANCIAL POSITION
(See Independent Accountants' Review Report and Notes to Financial Statements)
June 30, 2023 and 2022

ASSETS

	2023	2022
CURRENT ASSETS:		
Cash and Cash Equivalents	\$ 255,536	\$ 220,753
Accounts Receivable	143,471	61,510
Investments, at Fair Value	27,035	20,911
TOTAL CURRENT ASSETS	426,042	303,174
PROPERTY AND EQUIPMENT:		
Furniture, Fixtures and Equipment	34,875	34,875
Less Accumulated Depreciation	(34,875)	(34,828)
NET PROPERTY AND EQUIPMENT	-	47
OTHER ASSETS:		
Deposits	1,200	1,200
Charitable Remainder Trust Assets	226,921	212,884
TOTAL OTHER ASSETS	228,121	214,084
TOTAL ASSETS	\$ 654,163	\$ 517,305

LIABILITIES AND NET ASSETS

TOTAL LIABILITIES	\$ -	\$ -
NET ASSETS		
Without Donor Restrictions	424,687	304,421
With Donor Restrictions	229,476	212,884
NET ASSETS	654,163	517,305
TOTAL LIABILITIES AND NET ASSETS	\$ 654,163	\$ 517,305

NAMI Louisiana, Inc.
Baton Rouge, Louisiana
STATEMENTS OF ACTIVITIES
(See Independent Accountants' Review Report and Notes to Financial Statements)
For the Years Ended June 30, 2023 and 2022

	2023			2022		
	Without Donor Restrictions	With Donor Restrictions	Total	Without Donor Restrictions	With Donor Restrictions	Total
SUPPORT AND REVENUES						
Governmental grants	\$ 435,080	\$ -	\$ 435,080	\$ 379,776	\$ -	\$ 379,776
Private grants	53,475	-	53,475	117,500	-	117,500
Annual conference	15,139	-	15,139	18,382	-	18,382
Contributions - individual	8,300	-	8,300	2,069	-	2,069
Contributions - corporate	94,047	2,555	96,602	2,557	-	2,557
Membership dues	1,896	-	1,896	2,169	-	2,169
Miscellaneous Income	609	-	609	-	-	-
Dividends and interest income	499	-	499	395	-	395
Change in value of charitable remainder trusts	-	14,037	14,037	-	(30,622)	(30,622)
Unrealized gain (loss) on investments	6,124	-	6,124	(3,344)	-	(3,344)
Fundraiser	20,643	-	20,643	33,652	-	33,652
	<u>635,812</u>	<u>16,592</u>	<u>652,404</u>	<u>553,156</u>	<u>(30,622)</u>	<u>522,534</u>
EXPENSES						
Program expenses	388,746	-	388,746	412,060	-	412,060
Management and general	126,800	-	126,800	97,573	-	97,573
	<u>515,546</u>	<u>-</u>	<u>515,546</u>	<u>509,633</u>	<u>-</u>	<u>509,633</u>
Changes in net assets	120,266	16,592	136,858	43,523	(30,622)	12,901
NET ASSETS						
Beginning of year	304,421	212,884	517,305	260,898	243,506	504,404
End of year	<u>\$ 424,687</u>	<u>\$ 229,476</u>	<u>\$ 654,163</u>	<u>\$ 304,421</u>	<u>\$ 212,884</u>	<u>\$ 517,305</u>

NAMI Louisiana, Inc.
Baton Rouge, Louisiana
STATEMENTS OF FUNCTIONAL EXPENSES
(See Independent Accountants' Review Report and Notes to Financial Statements)
For the Years Ended June 30, 2023 and 2022

	2023			2022		
	Program	Management and General	Total	Program	Management and General	Total
EXPENSES:						
Advertising	\$ -	\$ 997	997	\$ 159	\$ 300	\$ 459
Annual Conference	53	5,313	5,366	-	5,667	5,667
Bad Debt Expense	-	-	-	4,199	-	4,199
Bank Fees	-	65	65	-	139	139
Board Meeting Expenses	-	1,270	1,270	-	1,039	1,039
Computer Expense	3,642	295	3,937	3,492	-	3,492
Conferences and Travel	12,729	12,961	25,690	21,997	3,603	25,600
Copier Expense	3,747	-	3,747	3,733	-	3,733
Depreciation Expense	-	47	47	-	93	93
Donations Paid	50	1,522	1,572	3,450	-	3,450
Dues and Subscriptions	224	500	724	25	199	224
Flowers & Gifts	-	427	427	-	161	161
Insurance	-	1,793	1,793	-	3,143	3,143
Legal Fees	-	679	679	-	470	470
Licenses & Permits	-	-	-	-	45	45
Membership Dues	-	-	-	-	213	213
Miscellaneous Expense	-	2,597	2,597	5	2,755	2,760
Parliamentarian	4,400	-	4,400	975	-	975
Payroll and Benefits	223,656	72,951	296,607	236,864	68,916	305,780
Payroll Taxes	8,780	18,197	26,977	18,922	5,652	24,574
Postage & Printing	477	713	1,190	409	1,710	2,119
Professional Services	3,250	1,095	4,345	3,850	195	4,045
Rent Expense	17,602	1,300	18,902	14,884	-	14,884
Rental Assistance	92,436	-	92,436	79,019	-	79,019
Repairs & Maintenance	-	308	308	-	3,208	3,208
Supplies	4,208	2,474	6,682	5,216	65	5,281
Telephone and Internet	4,984	70	5,054	4,639	-	4,639
Training Seminars	4,092	1,226	5,318	6,627	-	6,627
Utilities	4,416	-	4,416	3,595	-	3,595
TOTAL FUNCTIONAL EXPENSES	\$ 388,746	\$ 126,800	\$ 515,546	\$ 412,060	\$ 97,573	\$ 509,633



NAMI Louisiana, Inc.
Baton Rouge, Louisiana

STATEMENTS OF CASH FLOWS
(See Independent Accountants' Review Report and Notes to Financial Statements)
For the Years Ended June 30, 2023 and 2022

	<u>2023</u>	<u>2022</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in Unrestricted Net Assets	\$ 136,858	\$ 12,901
Adjustments to Reconcile Change in Unrestricted Net Assets to Net Cash		
Provided by Operating Activities:		
Depreciation	47	93
Unrealized (gain) loss on investments	(6,124)	3,344
Decrease (Increase) in Assets:		
Accounts Receivable	(81,961)	7,378
Charitable Remainder Trust Assets	(14,037)	30,622
NET CASH PROVIDED BY OPERATING ACTIVITIES	34,783	54,338
NET INCREASE IN CASH AND CASH EQUIVALENTS	34,783	54,338
BEGINNING CASH AND CASH EQUIVALENTS	<u>220,753</u>	<u>166,415</u>
ENDING CASH AND CASH EQUIVALENTS	<u>\$ 255,536</u>	<u>\$ 220,753</u>

NAMI LOUISIANA, INC.
Baton Rouge, Louisiana
NOTES TO FINANCIAL STATEMENTS
June 30, 2023 and 2022

NOTE 1: SIGNIFICANT ACCOUNTING POLICIES

Organization and Operations – NAMI Louisiana, Inc. (NAMI) is a nonprofit corporation whose purpose is to provide a focal point for statewide mental illness activities and issues and to provide a central point for dissemination of information on activities and issues affecting persons with mental illness. The programs include statewide support to family education and support facilitators. This is accomplished by providing educational courses.

Program and Supporting Services – NAMI receives most of its income from grants from the State of Louisiana. NAMI also receives membership dues and contributions from corporations and individuals.

Basis of Accounting – The financial statements of NAMI have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Financial Statement Presentation – NAMI reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions, which are described as follows:

Net Assets without Donor Restrictions are net assets that are not subject to donor-imposed restrictions and are available for use at NAMI's discretion. The only limits on the use of net assets without donor restrictions are the board limits resulting from NAMI, the operation in which it operates, the purposes specified in the corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered in the course of operations. As of June 30, 2023, and 2022, NAMI had net assets without donor restrictions of \$424,687 and \$304,421, respectively

Net Assets with Donor Restrictions are net assets subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. When the donor's restrictions are satisfied, either by using the resources in the manner specified by the donor or the passage of time, the expiration of the restriction is reported in the financial statements by reclassifying the net assets from net assets with donor restrictions to net assets without donor restrictions. Other donor-imposed restrictions are perpetual in nature, such as those that the donor stipulates the resources be maintained in perpetuity. As of June 30, 2023, and 2022, NAMI had net assets with donor restrictions of \$229,476 and \$212,884, respectively, of which all are temporary in nature.

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.

Revenue Recognition – Revenue from grants and contracts are recognized according to the specific agreement. Generally, revenues from grants are recognized in the period of the grant award while revenues from cost reimbursement contracts are recognized to the extent of services provided. Contributions are recognized when cash, other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises are not recognized until the conditions on which they depend have been substantially met or the donor has explicitly released the restriction. There were no conditional promises for the years ending June 30, 2023, and 2022.

Revenue With and Without Donor Restrictions – Contributions received are recorded as increases in net assets without donor restrictions and net assets with donor restrictions, depending on the existence and/or nature of any donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the Statement of Activities as net assets released from restrictions.

NAMI LOUISIANA, INC.
Baton Rouge, Louisiana
NOTES TO FINANCIAL STATEMENTS
June 30, 2023 and 2022

NOTE 1: SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash and Cash Equivalents – For purposes of the statements of cash flows, NAMI considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Receivables – Management believes that receivables as reflected in the accompanying financial statements are collectible in full, therefore no allowance has been recorded.

Property and Equipment – Property and equipment are carried at cost. Expenditures for additions, renewals and betterments are capitalized; expenditures for maintenance and repairs are expensed as incurred. The cost of property and equipment sold or otherwise disposed of and the accumulated depreciation thereon are eliminated from the property and related accumulated depreciation accounts, and any gain or loss is credited or charged to income. Depreciation is provided using the straight-line method over the estimated useful lives of the property, ranging from five to thirty-nine years.

Functional Allocation of Expenses – The costs of providing the various programs and activities have been summarized on a functional basis in the statements of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited based on records and estimates made by NAMI's management.

Investments – Investments in marketable equity securities with readily determinable fair values are stated at fair value. Real estate investments and equity securities without readily determinable fair values are stated at cost. Dividend, interest and other investment income, including realized and unrealized gains and losses, are recorded as increases or decreases in either net assets without donor restrictions or net assets with donor restrictions, depending on donor stipulations.

Investment income and gains restricted by donors are reported as increases in net assets without donor restrictions if the restrictions are met (either a stipulated time period ends, or a purpose restriction is accomplished) in the reporting period in which the income and gains are recognized.

Income Taxes – NAMI has been recognized by the Internal Revenue Service as a not-for-profit organization as described in Section 501(c)(3) of the Internal Revenue Code and is exempt from federal and state income taxes. Accordingly, no provision for income taxes has been made; however, if NAMI should engage in activities unrelated to the purpose for which it was created, taxable income could result. NAMI has no unrelated business income for the years ended June 30, 2023 and 2022.

Advertising – NAMI follows the policy of charging the costs of advertising to expense as incurred. Advertising expense amounted to \$997 and \$459 for the years ended June 30, 2023 and 2022, respectively.

Charitable Remainder Trust Assets – NAMI is one-third remainder beneficiary of two charitable remainder trusts. Payments to NAMI will be made upon the death of the income recipients. Therefore, the trusts are recorded as temporarily restricted net assets. The trustee is a third party national financial institution. The fair value of the remainder interest in the trusts is determined using investment returns consistent with the composition of the asset portfolios, life expectancies, and the discount rates of 5.6% and 4.8% at June 30, 2023 and 2022, respectively.

Expense Allocation – Directly identifiable expenses are charged to programs and supporting services. Expenses related to more than one function are charged to programs and supporting services on the basis of periodic time and expense studies. General and administrative expenses include those expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of NAMI.

NAMI LOUISIANA, INC.
Baton Rouge, Louisiana
NOTES TO FINANCIAL STATEMENTS
June 30, 2023 and 2022

NOTE 1: SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Reclassifications – Certain accounts in the prior-year financial statements have been reclassified for comparative purposes to conform to the presentation in the current-year financial statements.

Lease Commitments—In February 2016, the FASB issued ASU 2016-02, Leases (Topic 842), which supersedes existing guidance for accounting for leases under Topic 840, Leases. The FASB also subsequently issued several ASUs, which amend and clarify Topic 842. The most significant change in the new leasing guidance is the requirement to recognize right-of-use (ROU) assets and lease liabilities for operating leases on the balance sheet. The Company elected to adopt these ASUs effective January 1, 2022 and utilized all of the available practical expedients.

NOTE 2: FAIR VALUE MEASUREMENT

The framework for measuring fair value provides a fair value that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). The three levels of the fair value hierarchy under FASB ASC 820 are described as follows:

Level 1 – Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that NAMI has the ability to access at the measurement date.

Level 2 – Inputs are based upon quoted prices for similar instruments in active markets; quoted prices for identical or similar instruments in markets that are not active, and model-based valuation techniques for which all significant assumptions are observable in the market or can be corroborated by observable market data for substantially the full term of assets or liabilities.

Level 3 – Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement in its entirety at the measurement date. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Common Stock – Valued at the closing price reported in the active market on which the individual securities are traded. Publicly traded common stock is considered level one investments in the fair value hierarchy.

Investment in a publicly traded common stock is as follows:

	2023		2022	
	Cost	Market	Cost	Market
Equity stock	\$ 92	\$ 27,035	\$ 92	\$ 20,911

The investment returns for the year ended June 30, 2023, and 2022 are as follows:

	2023	2022
Interest	\$ 110	\$ 13
Dividends	389	382
Unrealized (losses) gains	6,124	(3,344)
	<u>\$ 6,623</u>	<u>\$ (2,949)</u>

NAMI LOUISIANA, INC.
Baton Rouge, Louisiana
NOTES TO FINANCIAL STATEMENTS
June 30, 2023 and 2022

NOTE 3: PROPERTY

Equipment, related service lives and accumulated depreciation as of June 30, 2023 and 2022 were as follows:

	<u>Estimated Service Lives</u>	<u>FY23</u>	<u>FY22</u>
Office Equipment	5 years	\$ 25,725	\$ 25,725
Website	3 years	9,150	9,150
Less accumulated depreciation		<u>(34,875)</u>	<u>(34,828)</u>
Net		<u>\$ -</u>	<u>\$ 47</u>

Depreciation expense was \$47 and \$93 for the year ended June 30, 2023 and 2022.

NOTE 4: OPERATING LEASES

NAMI entered into a one-year lease for office space beginning May 1, 2023, and ending April 30, 2024. The monthly lease payment is \$1,430. For the years ended June 30, 2023 and 2022, rent expense was \$18,590 and \$14,600, respectively. Future minimum lease payments are \$5,720 for 2024.

NAMI maintains a sixty-three-month operating lease for a copy machine beginning in June 2020 and ending in October 2025. The monthly lease payment is \$199 plus additional usage charges. For the years ended June 30, 2023, and 2022, rent expense was \$3,747 and \$3,733, respectively. Future minimum payments are:

<u>Year</u>	<u>Amount to be Paid</u>
2024	\$ 2,878
2025	<u>959</u>
	<u>\$ 3,837</u>

NOTE 6: INCOME TAXES

NAMI follows FASB Accounting Standards Codification, which provides guidance on accounting for uncertainty in income taxes recognized in an organization's financial statements. The guidance prescribes a recognition and measurement of a tax position taken or expected to be taken in a tax return and also provides guidance on derecognition, classification, interest and penalties, accounting in interim periods, disclosure, and transition. As of June 30, 2023 and 2022, NAMI had no uncertain tax positions that qualify for either recognition or disclosure in the financial statements. No interest and penalties were recorded during the years ended June 30, 2023 and 2022. Generally, the tax years before 2019 are no longer subject to examination by federal, state, or local taxing authorities.

NOTE 7: ECONOMIC DEPENDENCY

NAMI derives its revenues from governmental sources as earned revenue or grants, the loss of which would have a material adverse effect on NAMI. Revenue derived from governmental sources accounted for 68% and 66% for the year ending June 30, 2023 and 2022, respectively.

NOTE 8: CONCENTRATION OF CREDIT RISK

NAMI has concentrated its credit risk for cash by maintaining deposits in a financial institution in Baton Rouge, Louisiana. However, as of June 30, 2023, NAMI's deposits exceeded the covered insurance provided by the U.S. Federal Deposit Insurance Corporation (FDIC) by \$9,071.

NAMI LOUISIANA, INC.
Baton Rouge, Louisiana
NOTES TO FINANCIAL STATEMENTS
June 30, 2023 and 2022

NOTE 9: CONTINGENCIES

NAMI receives federal and state contracts for specific purposes that are subject to audit by the agencies. Such audits could lead to requests for reimbursement to the agency for expenditures disallowed under terms of the contract. It is the opinion of management that NAMI's compliance with the terms of contracts will result in negligible, if any, disallowed costs.

NOTE 10: RELATED PARTY TRANSACTIONS

NAMI will randomly pay the local chapters across Louisiana for various expenses. During the years ended June 30, 2023 and 2022, NAMI paid \$22 and \$3,150, respectively to other local chapters. NAMI also receives funding from NAMI national. During the years ended June 30, 2023 and 2022, NAMI received \$1,896 and \$2,169, respectively from NAMI national.

NOTE 11: LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The following reflects NAMI's financial assets as of the statement of financial position date as of June 30, 2023 and 2022, respectively, reduced by any amounts not available for general use within one year of the statement of financial position date because of contractual or donor-imposed restrictions or internal designations.

	<u>2023</u>	<u>2022</u>
Current Assets, excluding nonfinancial assets	\$426,042	\$303,174
Less those unavailable for general expenditures within a year:		
Restricted by donors	<u>(2,555)</u>	<u>-</u>
Financial Assets available to meet cash needs for general expenditures within one year	<u>\$423,487</u>	<u>\$303,174</u>

NOTE 12: RECENTLY ADOPTED ACCOUNTING STANDARDS

In January 2022, the Agency adopted Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) No. 2020-07, Not-for-Profit Entities (Topic 958), *Presentation and Disclosures by Not-for-Profit Entities Contribute Nonfinancial Assets*. The ASU required nonprofits to change their financial statement presentation and disclosure of contributed nonfinancial assets, or gifts-in-kind. The FASB issued the update in an effort to improve transparency in reporting nonprofit gifts-in-kind. The Agency's adoption of ASU No. 2020-07 did not result in any adjustments to their financial statement presentation.

In February 2016, the FASB issues ASU No. 2016-02, Leases (Topic ASC 842) intended to improve financial reporting regarding leasing transactions. The new standard affects all companies and organizations that lease assets. The standard requires organizations to recognize, on the balance sheet, the assets and liabilities for the rights and obligations created by those leases if the lease terms are more than 12 months. The guidance also will require qualitative and quantitative disclosures providing additional information about the amounts recorded in the financial statements. There were no leases recognized on the balance sheet as of June 30, 2023.

NAMI LOUISIANA, INC.
Baton Rouge, Louisiana
NOTES TO FINANCIAL STATEMENTS
June 30, 2023 and 2022

NOTE 13: NET ASSETS WITH RESTRICTIONS

Net assets with restrictions were available for the following purposes at June 30, 2023 and 2022:

	<u>2023</u>	<u>2022</u>
Sharing Hope	\$ 1,000	\$ -
Lunch on the Geaux	1,555	-
Charitable Remainder Trust Assets	<u>226,921</u>	<u>212,884</u>
Financial Assets available to meet cash needs for	<u>\$229,476</u>	<u>\$212,884</u>

There were no assets released from restrictions during the years ended June 30, 2023 and 2022.

NOTE 14: SUBSEQUENT EVENTS

In preparing these financial statements, NAMI has evaluated events and transactions for potential recognition or disclosure through November 29, 2023, the date the financial statements were available to be issued.

NAMI LOUISIANA, INC.
Baton Rouge, Louisiana

SUPPLEMENTAL SCHEDULE OF COMPENSATION, REIMBURSEMENTS, BENEFITS, AND OTHER
PAYMENTS TO AGENCY HEAD, POLITICAL SUBDIVISION HEAD, OR CHIEF EXECUTIVE OFFICER

For the Years Ended June 30, 2023 and 2022

Agency Head: Lashonda DeRouen, Executive Director

	<u>2023</u>	<u>2022</u>
Salary	\$82,557	81,790
Travel and Expense Reimbursements	70	1,390

Independent Accountant's Report on Applying Agreed-Upon Procedures

To NAMI Louisiana, Inc. and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below on NAMI Louisiana, Inc.'s (the Agency) compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended June 30, 2023, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The Agency's management is responsible for its financial records and compliance with applicable laws and regulations.

The Agency has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the Agency's compliance with the laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the year ended June 30, 2023. Additionally, the Louisiana Legislative Auditor has agreed to and acknowledged that the procedures performed are appropriate for its purposes. The report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

Federal, State, and Local Awards

1. Obtain the list of federal, state, and local government grant award expenditures for the fiscal year, by grant and grant year, from the Agency's management.

The Agency provided us with the following list of expenditures made for federal grant awards received during the fiscal year ended June 30, 2023:

Federal, State, or Local Grant Name	Grant Year	CFDA No. (if applicable)	Amount
Department of Health and Hospitals	6-30-2023	93.958	\$410,714
Substance Abuse Prevention and Treatment	6-30-2024	93.959	\$24,366
Total Expenditures			\$435,080

The Agency represented that they received no state or local government grant awards during the fiscal year ended June 30, 2023.

2. For each federal, state, and local grant award, randomly select six disbursements from each grant administered during the fiscal year, provided that no more than 30 disbursements are selected.
3. Obtain documentation for the disbursements selected in Procedure 2. Compare the selected disbursements to supporting documentation, and report whether the disbursements agree to the amount and payee in the supporting documentation.

Finding: Each of the selected disbursements agreed to the amount and payee in the supporting documentation.

4. Report whether the selected disbursements were coded to the correct fund and general ledger account.

Finding: All of the disbursements were coded to the correct fund and general ledger account.

5. Report whether the selected disbursements were approved in accordance with the Agency's policies and procedures.

The Agency's policies and procedures state that the executive director must approve all disbursements, with subsequent approval by the full board. Documentation supporting each of the selected disbursements included the signature of the executive director. In addition, approval by the full board for each of the disbursements was traced to the Agency's minute book. **No Exceptions Noted**

6. For each selected disbursement made for federal grant awards, obtain the *Compliance Supplement* for the applicable federal program. For each disbursement made for a state or local grant award, or for a federal program not included in the *Compliance Supplement*, obtain the grant agreement. Compare the documentation for each disbursement to the program compliance requirements or the requirements of the grant agreement relating to activities allowed or unallowed, eligibility, and reporting; and report whether the disbursements comply with these requirements. **No Exceptions Noted.**

Activities allowed or unallowed

We compared documentation for each of the selected disbursements with program compliance requirements related to services allowed or not allowed. **No Exceptions Noted.**

Eligibility

We compared documentation for each of the selected disbursements with program compliance requirements related to eligibility. **No Exceptions Noted.**

Reporting

We compared documentation for each of the selected disbursements with program compliance requirements related to reporting. **No Exceptions Noted.**

7. Obtain the close-out reports, if required, for any program selected in Procedure 2 that was closed out during the fiscal year. Compare the close-out reports, if applicable, with the Agency's financial records; and report whether the amounts in the close-out reports agree with the Agency's financial records.

Not applicable, no close out reports.

Open Meetings

8. Obtain evidence from management that agendas for meetings recorded in the minute book were posted as required by Louisiana Revised Statute 42:11 through 42:28 (the open meetings law), and report whether there are any exceptions. Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication "Open Meetings Law" available on the Legislative Auditor's website at

[https://app.la.state.la.us/lla.nsf/BAADB2991272084786257AB8006EE827/\\$FILE/Open%20Meetings%20Law%20FAQ.pdf](https://app.la.state.la.us/lla.nsf/BAADB2991272084786257AB8006EE827/$FILE/Open%20Meetings%20Law%20FAQ.pdf), to determine whether a non-profit agency is subject to the open meetings law. **Not applicable**

Budget

9. For each grant exceeding five thousand dollars, obtain the comprehensive grant budgets that the agency provided to the applicable federal, state or local grantor agency. Report whether the budgets for federal, state and local grants included the purpose and duration of the grants; and whether budgets for state grants also included specific goals, objectives, and measures of performance.

Finding: The Agency provided documentation that comprehensive budgets were submitted to the applicable federal grantor agency for the grants exceeding five thousand dollars. These budgets included the purpose and duration of the grant program.

State Audit Law

10. Report whether the agency provided for a timely report in accordance with R.S. 24:513.

The agency's report was submitted to the Legislative Auditor before the statutory due date of December 31, 2023.

11. Inquire of management and report whether the agency entered into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Finding: The Agency's management represented that the Agency did not enter into any contracts during the fiscal year that were subject to the public bid law.

Prior-Year Comments

12. Obtain and report management's representation as to whether any prior year suggestions, exceptions, recommendations, and/or comments have been resolved.

We were engaged by the Agency to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Agency's compliance with the foregoing matters. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of NAMI Louisiana, Inc., and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on the Agency's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

TWRU

CPAs & Financial Advisors
Baton Rouge, LA
November 29, 2023

ATTACHMENTS:

SIGNED LOUISIANA ATTESTATION QUESTIONNAIRE

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Quasi-public Agencies)

November 29, 2023

TWRU CPAs & Financial Advisors
527 East Airport Avenue
Baton Rouge, LA 70806

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of June 30, 2023, and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

Federal, State, and Local Awards

We have detailed for you the amount of federal, state, and local award expenditures for the fiscal year, by grant and grant year.

Yes ☒ No ☐ N/A ☐

All transactions relating to federal, state, and local grants have been properly recorded within our accounting records and reported to the appropriate state, federal, and local grantor officials.

Yes ☒ No ☐ N/A ☐

The reports filed with federal, state, and local agencies are properly supported by books of original entry and supporting documentation.

Yes ☒ No ☐ N/A ☐

We have complied with all applicable specific requirements of all federal, state, and local programs we administer, to include matters contained in the OMB Compliance Supplement, matters contained in the grant awards, eligibility requirements, activities allowed and unallowed, and reporting and budget requirements.

Yes ☒ No ☐ N/A ☐

Open Meetings

Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law). **Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication “Open Meeting FAQs,” available on the Legislative Auditor’s website to determine whether a non-profit agency is subject to the open meetings law.**

Yes ☐ No ☐ N/A ☒

Budget

For each federal, state, and local grant we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance

Yes ☒ No ☐ N/A ☐

Reporting

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes ☒ No ☐ N/A ☐

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes ☒ No ☐ N/A ☐

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes ☒ No ☐ N/A ☐

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes ☒ No ☐ N/A ☐

Prior-Year Comments

We have resolved all prior-year recommendations and/or comments.

Yes ☒ No ☐ N/A ☐

General

We acknowledge that we are responsible for the Agency's compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes ☒ No ☐ N/A ☐

We acknowledge that we are responsible for determining that the procedures performed are appropriate for the purposes of this engagement.

Yes ☒ No ☐ N/A ☐

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes ☒ No ☐ N/A ☐

We have provided you with all relevant information and access under the terms of our agreement.

Yes ☒ No ☐ N/A ☐

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations.

Yes ☒ No ☐ N/A ☐

We are not aware of any material misstatements in the information we have provided to you.

Yes ☒ No ☐ N/A ☐

We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others concerning noncompliance with the foregoing laws and regulations, including communications received during the period under examination; and will disclose to you any such communication received between the end of the period under examination and the date of your report.

Yes ☒ No ☐ N/A ☐

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies all known noncompliance and other events subsequent to the date of this representation and the date of your report that could have a material effect on our compliance with laws and regulations and the internal controls with such laws and regulations, or would require adjustment or modification to the results of the agreed-upon procedures.

Yes [☒] No [☐] N/A [☐]

The previous responses have been made to the best of our belief and knowledge.

LaShonda G. Williams (DeRouen) Executive Director 11/29/23 Date

Antonio Carriere President 11/29/23 Date