

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.
Lake Charles, Louisiana

Financial Statements
June 30, 2022

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Board of Directors
Calcasieu Parish Voluntary Council on the Aging, Inc.
Lake Charles, Louisiana

INDEPENDENT AUDITOR'S REPORT

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Calcasieu Parish Voluntary Council on the Aging, Inc. (the Council) as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Council, as of June 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Council and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Council's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Council's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basis financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Council's basic financial statements. The accompanying supplementary information and schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information and the schedule of expenditures of federal awards, as listed in the table of contents, are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 14, 2022, on our consideration of the Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Council's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Council's internal control over financial reporting and compliance.

Broussard and Company

Lake Charles, Louisiana
December 14, 2022

GOVERNMENT WIDE FINANCIAL STATEMENTS

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.

Government Wide Statement of Net Position
June 30, 2022

	Primary Government		Total
	Governmental Activities	Business Type Activities	
ASSETS			
Cash and cash equivalents	\$ 122,017	\$ 157,016	\$ 279,033
Accounts receivable	346,851	3,524	350,375
Grants and contracts receivables	53,048	-	53,048
Due from other funds	586,118	231,969	818,087
Construction-in-progress	304,840	-	304,840
Capital assets, net	318,152	-	318,152
Total Assets	\$ 1,731,026	\$ 392,509	\$ 2,123,535
LIABILITIES			
Accounts payable	\$ 260,531	\$ 1,478	\$ 262,009
Accrued payroll	51,067	-	51,067
Compensated absences payable	37,974	-	37,974
Due to other funds	250,990	567,097	818,087
Deferred OEA revenue	173,172	-	173,172
Mortgage payable	128,897	-	128,897
Total Liabilities	902,631	568,575	1,471,206
NET POSITION			
Investment in capital assets, net of debt	494,095	-	494,095
Unrestricted	334,300	(176,066)	158,234
Total Net Position	828,395	(176,066)	652,329
Total Liabilities and Net Position	1,731,026	392,509	2,123,535

The accompanying notes are an integral part of this statement.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.

Government Wide Statement of Activities
Year Ended June 30, 2022

Function / Programs	Direct Expenses		Program Revenues			Net (Expense) Revenue and Increases (Decreases) in Net Position		Total
	Direct Expenses	Indirect Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business Type Activities	
Primary Government								
Government Activities								
Health, Welfare & Social Services:								
Supportive services:								
Homemaker	\$ 31,105	\$ 8,863	\$ 1,095	\$ 13,866	\$ -	\$ (25,007)	\$ -	\$ (25,007)
Information and assistance	25,660	7,313	-	11,439	-	(21,534)	-	(21,534)
Legal assistance	8,200	-	-	2,845	-	(5,355)	-	(5,355)
Outreach	20,768	5,918	-	9,258	-	(17,428)	-	(17,428)
Other sub-priority services	36,182	3,042	-	13,607	-	(25,617)	-	(25,617)
Recreation	16,571	4,722	-	7,387	-	(13,906)	-	(13,906)
Transportation	234,898	66,935	786	222,688	-	(78,359)	-	(78,359)
Telephoning	16,821	4,793	-	7,498	-	(14,116)	-	(14,116)
Nutrition services:								
Congregate meals	135,051	38,284	990	162,635	-	(9,710)	-	(9,710)
Home delivered meals	740,666	202,740	7,974	460,695	-	(474,737)	-	(474,737)
Disease prevention & health promotion	12,387	2,162	-	9,449	-	(5,100)	-	(5,100)
National family caregiver support	81,250	8,890	-	73,649	-	(16,491)	-	(16,491)
Long-term care ombudsman	88,986	25,357	-	83,185	-	(31,158)	-	(31,158)
Prescription assistance	83,959	23,925	-	94,779	-	(13,105)	-	(13,105)
Utility assistance	-	-	-	-	-	-	-	-
Multi-purpose senior centers	292,172	83,256	-	199,093	-	(176,335)	-	(176,335)
Administration	105,518	155,529	-	342,397	-	81,350	-	81,350
Total governmental activities	<u>1,930,194</u>	<u>641,729</u>	<u>10,845</u>	<u>1,714,470</u>	<u>-</u>	<u>(846,608)</u>	<u>-</u>	<u>(846,608)</u>
Business-Type Activities:								
Bingo	2,487,078	-	2,117,011	-	-	-	(370,067)	(370,067)
Bingeaux Café	-	-	-	-	-	-	-	-
Total business-type activities	<u>2,487,078</u>	<u>-</u>	<u>2,117,011</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(370,067)</u>	<u>(370,067)</u>
Total Primary Government	<u>\$ 4,417,272</u>	<u>\$ 641,729</u>	<u>\$ 2,127,856</u>	<u>\$ 1,714,470</u>	<u>\$ -</u>	<u>\$ (846,608)</u>	<u>\$ (370,067)</u>	<u>\$ (1,216,675)</u>
General Revenues:								
Grants and contributions not restricted to specific programs						-	-	-
Paycheck Protection Program grant income						202,196	-	202,196
Miscellaneous						1,412,328	-	1,412,328
Transfers						(426,440)	433,240	6,800
Total general revenues and transfers						<u>1,188,084</u>	<u>433,240</u>	<u>1,621,324</u>
Increase (decrease) in net assets						341,476	63,173	404,649
Net position - beginning of year						486,919	(239,239)	247,680
Net position - end of year						<u>\$ 828,395</u>	<u>\$ (176,066)</u>	<u>\$ 652,329</u>

The accompanying notes are an integral part of this statement.

FUND FINANCIAL STATEMENTS

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.

Balance Sheet
Governmental Funds
June 30, 2022

	General Fund	Title III B	Title III C-1	Title III C-2	Non-Major Funds	Total
ASSETS						
Cash and cash equivalents	\$ (51,156)	\$ 48,163	\$ 14,170	\$ 97,346	\$ 13,494	\$ 122,017
Accounts receivable	346,851	-	-	-	-	346,851
Grants and contracts receivable	53,048	-	-	-	-	53,048
Due from other funds	586,118	-	-	-	-	586,118
Other assets	-	-	-	-	-	-
Total Assets	<u>\$ 934,861</u>	<u>\$ 48,163</u>	<u>\$ 14,170</u>	<u>\$ 97,346</u>	<u>\$ 13,494</u>	<u>\$ 1,108,034</u>
LIABILITIES AND FUND BALANCES						
LIABILITIES						
Accounts payable	\$ 260,531	\$ -	\$ -	\$ -	\$ -	\$ 260,531
Accrued payroll	51,067	-	-	-	-	51,067
Other payables	-	-	-	-	-	-
Due to other funds	250,990	-	-	-	-	250,990
Deferred OEA revenue	-	48,163	14,170	97,346	13,494	173,173
Total Liabilities	<u>562,588</u>	<u>48,163</u>	<u>14,170</u>	<u>97,346</u>	<u>13,494</u>	<u>735,761</u>
FUND BALANCES						
Unassigned	<u>372,273</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>372,273</u>
Total Fund Balances	<u>372,273</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>372,273</u>
Total Liabilities and Fund Balances	<u>\$ 934,861</u>	<u>\$ 48,163</u>	<u>\$ 14,170</u>	<u>\$ 97,346</u>	<u>\$ 13,494</u>	

Amounts reported for governmental activities in statement of net assets are difference because:

· Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in the governmental funds	\$ 622,992
· Long-term liabilities are not due and payable in the current year and therefore are not reported in the governmental funds	(128,896)
· Compensated absences are not paid for out of current financial resources and therefore are not reported as liabilities in the governmental funds	<u>(37,974)</u>
Net position of governmental activities	<u>\$ 828,395</u>

The accompanying notes are an integral part of this statement.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.

Statement of Revenues, Expenditures and Changes in Fund Balances
 Governmental Funds
 Year Ended June 30, 2022

	General Fund	Title III B	Title III C-1	Title III C-2	Non-Major Funds	Total
REVENUES						
Intergovernmental:						
Governor's Office of Elderly Affairs	\$ -	\$ 145,610	\$ 162,635	\$ 327,590	\$ 831,833	\$ 1,467,668
LA Department of Insurance	-	-	-	-	4,814	4,814
LA Department of Transportation & Development	117,977	-	-	-	-	117,977
Calcasieu Parish Police Jury	91,666	-	-	-	-	91,666
City of Sulphur	30,000	-	-	-	-	30,000
Public Support:						
Contributions - unrestricted	176,788	-	-	-	172,982	349,770
United Way of Southwest Louisiana	57,610	-	-	-	-	57,610
Utility company assistance program	-	-	-	-	620	620
Client contributions	42,704	1,881	990	7,974	-	53,549
Paycheck Protection Program grant income	202,196	-	-	-	-	202,196
Program service fees:						
Local and miscellaneous	963,969	-	-	-	-	963,969
Total Revenues	<u>1,682,910</u>	<u>147,491</u>	<u>163,625</u>	<u>335,564</u>	<u>1,010,249</u>	<u>3,339,839</u>
EXPENDITURES						
Health, Welfare & Social Services						
Current:						
Salaries	9,439	301,593	41,916	236,068	400,181	989,197
Fringe	1,061	33,895	4,711	26,531	44,974	111,172
Travel	203	6,014	339	1,862	7,415	15,833
Operating services	7,175	61,448	37,308	171,369	106,133	383,433
Operating supplies	2,568	40,550	5,426	42,768	148,688	240,000
Other costs	84,710	14,584	83,635	464,807	55,809	703,545
Full service contracts	-	33,708	-	-	50,053	83,761
Meals	7,479	-	-	-	-	7,479
Total Expenditures	<u>112,635</u>	<u>491,792</u>	<u>173,335</u>	<u>943,405</u>	<u>813,253</u>	<u>2,534,420</u>
Excess (deficiency) of revenues over expenditures	<u>1,570,275</u>	<u>(344,301)</u>	<u>(9,710)</u>	<u>(607,841)</u>	<u>196,996</u>	<u>805,419</u>
OTHER FINANCING SOURCES (USES)						
Operating transfers in	-	344,301	9,710	607,841	80,324	1,042,176
Operating transfers out	<u>(1,387,972)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(277,320)</u>	<u>(1,665,292)</u>
Total other financing sources (uses)	<u>(1,387,972)</u>	<u>344,301</u>	<u>9,710</u>	<u>607,841</u>	<u>(196,996)</u>	<u>(623,116)</u>
Excess (deficiency) of revenues and other sources over expenditures and other financing sources (uses)	<u>182,303</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>182,303</u>
FUND BALANCES						
Beginning of year	189,970	-	-	-	-	189,970
End of year	<u>\$ 372,273</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 372,273</u>

The accompanying notes are an integral part of this statement.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.

Reconciliation of the Statement of Revenues, Expenditures and
Changes in Fund Balances of Governmental Funds
to the Statement of Activities
Year Ended June 30, 2022

Net increase in fund balances - total governmental funds	\$	182,303
Reconciling items:		
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeds depreciation in the current period.		137,119
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of principal of long-term debt consumes current financial resources. This is the amount by which debt service principal payments exceed debt proceeds.		9,300
Compensated absences is reported as an expense in the statement of activities, but as they do not require the use of current financial resources, they are not reported as expenditures in governmental funds.		<u>12,754</u>
Increase in net assets of governmental activities	\$	<u><u>341,476</u></u>

The accompanying notes are an integral part of this statement.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.

Statement of Net Position
 Proprietary Funds
 June 30, 2022

	Business-Type Activities Enterprise		Total
	Funds		
	Bingo Account	Bingeaux Café	
ASSETS			
Current assets:			
Cash	\$ 157,016	\$ -	\$ 157,016
Miscellaneous receivable	3,524	-	3,524
Due from other funds	90,979	140,990	231,969
Total current assets	<u>251,519</u>	<u>140,990</u>	<u>392,509</u>
Total assets	<u>\$ 251,519</u>	<u>\$ 140,990</u>	<u>\$ 392,509</u>
LIABILITIES			
Current liabilities:			
Other payables	1,478	-	1,478
Due to other funds	567,097	-	567,097
Total current liabilities	<u>568,575</u>	<u>-</u>	<u>568,575</u>
Total liabilities	<u>568,575</u>	<u>-</u>	<u>568,575</u>
NET POSITION			
Invested in capital assets, net of debt	-	-	-
Unrestricted	<u>(317,056)</u>	<u>140,990</u>	<u>(176,066)</u>
Total Net Position	<u>\$ (317,056)</u>	<u>\$ 140,990</u>	<u>\$ (176,066)</u>

The accompanying notes are an integral part of this statement.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.

Statement of Revenues, Expenditures and Changes
 Proprietary Funds
 Year Ended June 30, 2022

	Bingo Account	Bingeaux Café	Total
OPERATING REVENUES			
Charges for sales and services	\$ 2,117,011	\$ -	\$ 2,117,011
Rental income	-	-	-
Total operating revenue	<u>2,117,011</u>	<u>-</u>	<u>2,117,011</u>
OPERATING EXPENSE			
Cost of sales and services	1,789,550	-	1,789,550
Salaries	251,384	-	251,384
Fringe	28,252	-	28,252
Travel	1,035	-	1,035
Operating services	42,076	-	42,076
Operating supplies	18,522	-	18,522
Other costs	<u>356,259</u>	<u>-</u>	<u>356,259</u>
Total operating expenses	<u>2,487,078</u>	<u>-</u>	<u>2,487,078</u>
Operating income	(370,067)	-	(370,067)
Transfers out	<u>433,240</u>	<u>-</u>	<u>433,240</u>
Net transfers	<u>433,240</u>	<u>-</u>	<u>433,240</u>
Change in net assets	63,173	-	63,173
Net position, beginning	<u>(380,229)</u>	<u>140,990</u>	<u>(239,239)</u>
Net position, ending	<u>\$ (317,056)</u>	<u>\$ 140,990</u>	<u>\$ (176,066)</u>

The accompanying notes are an integral part of this statement.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.

Statement of Cash Flows
Proprietary Funds
Year Ended June 30, 2022

	Business-Type Activities - Enterprise		
	Funds		
	Proprietary Fund Types		
	Bingo Account	Bingeaux Café	Total
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash received from customers	\$ 2,117,011	\$ -	\$ 2,117,011
Cash payments for cost of sales and prizes	(1,789,550)	-	(1,789,550)
Cash payments to suppliers for goods and services	(305,824)	-	(305,824)
Cash payments to employees and professional contractors for service:	(390,225)	-	(390,225)
Net cash provided (used) by operating activities:	(368,588)	-	(368,588)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES			
Transfers in	433,240	-	433,240
Transfers out	(114,650)	-	(114,650)
Net cash provided (used) by non-capital financing activities:	318,590	-	318,590
CASH FLOWS FROM CAPITAL AND CAPITAL RELATED FINANCING ACTIVITIES			
Principal paid on capital debt	-	-	-
Purchase of capital assets	-	-	-
Payment of interest	-	-	-
Net cash provided (used) by capital and capital related financing activities:	-	-	-
Net increase in cash and cash equivalents	(49,998)	-	(49,998)
Cash - beginning of year	207,014	-	207,014
Cash - end of year	<u>\$ 157,016</u>	<u>\$ -</u>	<u>\$ 157,016</u>
Reconciliation of operating income to net cash provided by operating activities:			
Operating income	\$ (370,067)	\$ -	\$ (370,067)
Add: depreciation expense	-	-	-
Add: loss on disposal of assets	-	-	-
Increase (decrease) in current liabilities:			
Other current liabilities	1,479	-	1,479
Net cash provided (used) by operating activities:	<u>\$ (368,588)</u>	<u>\$ -</u>	<u>\$ (368,588)</u>

The accompanying notes are an integral part of this statement

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.

Statement of Fiduciary Net Position
Fiduciary Fund
Year Ended June 30, 2022

	<u>Progressive Jackpot</u>
ASSETS	
Cash	<u>\$ 144,836</u>
Total Assets	<u><u>\$ 144,836</u></u>
NET POSITION	
Held in trust for payment to progressive game winners	<u><u>\$ 144,836</u></u>

The accompanying notes are an integral part of this statement.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING

Statement of Changes in Fiduciary Net Position - Fiduciary Fund
Year Ended June 30, 2022

	<u>Progressive Jackpot</u>
ADDITIONS	
Deposits by session participants	\$ 49,679
Total additions	<u>49,679</u>
DEDUCTIONS	
Payments to game winners	<u>39,800</u>
Total deductions	<u>39,800</u>
Change in net assets	9,879
Net position - July 1, 2021	<u>134,957</u>
Net position - June 30, 2022	<u>\$ 144,836</u>

The accompanying notes are an integral part of this statement.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting and reporting policies of Calcasieu Parish Voluntary Council on the Aging, Inc. (the Council) conform to the accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental and financial reporting principles. Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements. The following is a summary of certain significant accounting policies used by the Council:

A. Purpose of the Council on Aging

The local councils on the aging were created under Act No. 456 of 1964 for the welfare of the aging people in their respective parishes. Charters are issued by the Louisiana Secretary of State upon approval by the Governor's Office of Elderly Affairs (GOEA) and any other entity that provides the Council with federal or state funds.

The purpose of the Council is to afford an avenue for working out a more complete understanding of the problems, interests and desires of the elderly people of Calcasieu Parish, anyone who has attained the age of sixty (60) years shall be considered elderly; to develop plans for counseling the elderly about the problems of aging and to implement such plans; to develop and implement plans and programs of education whereby people who need to supplement their retirement income or those who wish to do so will be able to earn an income by their own efforts; to develop and implement plans and programs of education for the improvement of healthy, social and recreational welfare of elderly people to collect facts and statistics and make special studies of conditions pertaining to employment, health, financial status, recreation, social adjustment and other conditions affecting the welfare of the elderly of Calcasieu parish and to interpret such findings and make recommendations for improvement to the Governor's Office of Elderly Affairs.

B. Reporting Entity

In 1964, the State of Louisiana passed Act 456 authorizing the charter of a voluntary council on aging for the welfare of the aging people in each parish of Louisiana. However, before the council on aging can begin operations in a specific parish, its application for a charter must receive approval from the Governor's Office of Elderly Affairs pursuant to LA R.S. 46:1602. The functions of each council on aging in Louisiana must comply with the objectives of state laws and each council is governed by the policies and regulations established by GOEA.

The Calcasieu Parish Voluntary Council on the Aging, Inc. (Council) was incorporated in May 26, 1982.

A Board of Directors, consisting of 11 voluntary members that reside in Calcasieu Parish, governs the Council.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Membership in the Council is open at all times, without restriction, to all residents of Calcasieu Parish who have reached the age of majority and who express an interest in the Council and wish to contribute to or share in its programs. Membership fees are not charged.

Based on the criteria set forth in GASB Statement 14, The Financial Reporting Entity, the Council is not a component unit of another primary government, nor does it have any component units that are related to it. In addition, based on the criteria set forth in this statement, the Council has presented its financial statements as a special purpose, stand-alone government; accordingly, it is applying the provisions of Statement 14 as if it were a primary government.

C. Presentation of Statements

The Council's basic financial statements consist of "government-wide" financial statements on all activities of the Council, which are designed to report the Council as a whole entity, and "fund" financial statements, which purpose are to report individual major governmental funds and combined nonmajor governmental funds.

Both the government-wide and fund financial statements categorize primary activities as either "governmental" or "business" type. The Council's functions and programs have all been categorized as "governmental" activities or "business" activities. The Council has a fiduciary fund but does not have any component units that are fiduciary in nature. Accordingly, the government-wide financial statements do not include any of these activities or funds.

D. Basic Financial Statements – Government-Wide Statements

The government-wide financial statements include the Statement of Net Position and the Statement of Activities for all activities of the Council. As a general rule, the effect of interfund activity has been eliminated from these statements. The government-wide presentation focuses primarily on the sustainability of the Council as an entity and the change in its net position (financial position) resulting from the activities of the current fiscal year. Intergovernmental revenues primarily support governmental activities.

In the Government-Wide Statement of Net Position, the governmental type activities column and business-type activities column (a) are presented on a consolidated basis by column, (b) and are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Council's net position is reported in three parts - invested in capital assets, net of related debt; restricted net position; and unrestricted net position. Invested in capital assets, net of related debt consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those capital assets. Restricted net position consists of net positions with constraints placed on the use either by (i) external groups such as creditors, grantors,

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation. Unrestricted net position includes all other net positions that do not meet the definition of "restricted" or "invested in capital assets, net of related debt

The Statement of Net Position has been prepared on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Council's net position is reported in three parts - invested in capital assets, net of related debt; restricted net position; and unrestricted net position.

The government-wide Statement of Activities reports both the gross and net cost of each of the Council's functions and significant programs. Many functions and programs are supported by general government revenues like intergovernmental revenues, and unrestricted public support, particularly if the function or program has a net cost. The Statement of Activities begins by presenting gross direct and indirect expenses that include depreciation and amortization, and then reduces the expenses by related program revenues, such as charges for services, operating and capital grants, and restricted contributions, to derive the net cost of each function or program. Program revenues must be directly associated with the function or program to be used to directly offset its cost. Operating grants include operating-specific and discretionary (either operating or capital) grants, while the capital grants column reflects capital-specific grants.

Direct expenses reported in the Statement of Activities are those that are clearly identifiable with a specific function or program, whereas the Council allocates its indirect expenses among various functions and programs in accordance with OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments. The Statements of Activities shows this allocation in a separate column labeled "indirect expenses."

In the Statements of Activities, charges for services represent program revenues obtained by the Council when it renders services provided by a specific function or program to people or other entities. Unrestricted contributions, unrestricted grants, interest income and miscellaneous revenues that are not included among program revenues are reported instead as general revenues in the statement. Special items, if any, are significant transactions within the control of management that are either unusual in nature or infrequent in occurrence and are separately reported below general revenues. The Council did not have any material special items this year.

E. Basic Financial Statements – Fund Financial Statements

The fund financial statements present financial information very similar to that which was included in the general-purpose financial statements issued by governmental entities before GASB Statement No. 34 required the format change.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The daily accounts and operations of the Council continue to be organized using funds. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain governmental functions or activities. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

The Council uses governmental fund types. The focus of the governmental funds' measurement (in the fund statements) is on determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than on net income. An additional emphasis is placed on major funds within the governmental fund types. A fund is considered major if it is the primary operating fund of the Council or if its total assets, liabilities, revenues, or expenditures are at least 1 0% of the corresponding total for all funds of that category or type. In addition, management may also choose to report any other governmental fund as a major fund if it believes the fund is particularly important to financial statement users. The nonmajor funds are summarized by category fund type into a single column in the fund financial statements.

Governmental fund equity is called the fund balance. Fund balance is further classified on a hierarchy that shows, from the highest to the lowest, the level or form of constraints on fund balance and accordingly, the extent to which the Council is bound to honor them; non-spendable, restricted, committed, assigned, and unassigned.

The following is a description of the governmental funds of the Council:

The General Fund is the primary operating fund of the Council and is used to account for all financial resources except those required to be accounted for in another fund. The following is a description of the programs or funding sources that comprise the Council's General Fund:

Local Programs and Funding are revenues that are not required to be accounted for in a specific program or fund. Accordingly, these revenues have been recorded in the local program of the General Fund. These funds are mostly unrestricted, which means they may be used at management's discretion. Expenditures to acquire fixed assets, and expenditures for costs not allowed by another program due to budget limitations or the nature of the expenditures, are charged to the local program. Because of their unrestricted nature, local funds are often transferred to other programs to eliminate deficits in cases where the expenditures of the other programs exceeded their revenues. In addition, capital outlay expenditures are usually made with local funds to minimize restrictions on the used and disposition of fixed assets.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

PCOA (Act 735) funds are appropriated annually for the Council by the Louisiana Legislature and remitted to the Council via the Governor's Office of Elderly Affairs (GOEA). The Council's management may use these "Act 735" funds at its discretion to fund any of its programs provided the program is benefiting elderly people (those who are at least 60 years old). In fiscal year 2022, the Council received this grant money into its General Fund and management transferred all \$106,842 of the PCOA funds to the Title III B Supportive Services Fund to help pay for program expenditures of that fund.

The Senior Center Fund is used to account for the administration of Senior Center program funds appropriated by the Louisiana Legislature to GOEA, which in turn "passes through" the funds to the Council. The purpose of this program is to provide a community service center at which elderly people can receive supportive social services and participate in activities which foster their independence, enhance their dignity, and encourage their involvement in and with the community. The Council operates four senior centers in Calcasieu Parish, Louisiana. Senior Center funds can be used at management's discretion to support any of the Council's programs that benefit the elderly.

The Supplemental Senior Center Fund was established to account for funds that were appropriated by the Louisiana Legislature for the various councils on aging throughout Louisiana to supplement each council's primary grant for senior center operations and activities. The Calcasieu Parish Voluntary Council on the Aging, Inc. was one of the parish councils to receive a supplemental grant of \$3,100. The money received by this fund during the year was transferred to the Title III B Fund to supplement the supportive services provided by this fund. GOEA provided these funds to the Council.

The Title III-C Area Agency Administration (AAA) Fund is used to account for some of the administrative costs associated with operating the Special Programs for the Aging.

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments and major capital projects) that are legally restricted to expenditures for specified purposes. Most of the Council's special revenue funds are provided by GOEA. The Title III funds are provided by the United States Department of Health and Human Services-Administration on Aging through the Governor's Office of Elderly Affairs which in turn "passes through" the funds to the Council.

The Council has established several special revenue funds. The following is a brief description of each special revenue fund's purpose:

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
 NOTES TO FINANCIAL STATEMENTS
 For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Major Special Revenue Funds

The Title III B Fund accounts for funds which are used to provide various types of supportive social services to the elderly. GOEA has established the criteria for defining a qualifying unit of service for each Title III program. Specific supportive services, along with the number of units provided during the fiscal year, are as follows:

	Units
Homemaker	1,433
Information and assistance	1,584
Telephoning	7,792
Transportation	4,400
Legal assistance	128
Outreach	716
Recreation	32,027
Utility assistance	456
Material aid	611

The three main sources of revenue received this year that form the basis of this fund is a grant the Council received from GOEA for Special Programs for the Aging, Title III, Part B Supportive Services \$145,610, funding received from Louisiana Department of Transportation \$117,977 and restricted, voluntary contributions from the public \$110,257, including those people who actually received transportation and homemaker services.

Title III C-1 Fund receives funding from United States Department of Health and Human Services through the Louisiana Governor's Office of Elderly Affairs, which "passes through" the funds to the Council. This fund is used to account for funds which are used to provide nutritional, congregate meals to the elderly in strategically located centers. During the fiscal year ended June 30, 2022, the Council served about 2,495 congregate meals and also provided 1,735 units of nutritional education to eligible participants.

There was one main source of revenue received this year that forms the basis of this fund: Grants from GOEA for Special Programs for the Aging, Title III, Part C-1 Nutrition Services \$162,635.

The Title III C-2 Fund is used to account for funds that are used to provide nutritional meals to homebound people who are age 60 or older. Using Title III C-2 funds the Council served 101,765 meals during the year to people eligible to participate in this program.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
 NOTES TO FINANCIAL STATEMENTS
 For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

There were three main sources of revenue received this year that form the basis of this fund: Grants from GOEA for Special Programs for the Aging - Title III, Part C-2

Nutrition Services \$254,928, grants from Calcasieu Parish Police Jury \$91,666, and restricted, voluntary contributions from the public \$7,974, including those persons actually receiving home-delivered meal services. In addition, \$72,662 was received in Covid-19 related grants.

Non-Major Special Revenue Funds

The Title III D Fund is used to account for funds used for disease prevention and health promotion (wellness) activities. During the fiscal year 20 units of Health Promotion and Disease Prevention services were provided to eligible participants in this program. The main source of the revenue forming the basis for this fund is a grant the Council received from GOEA for Special Programs for the Aging, Title III, Part D - Disease Prevention and Health Promotion Services \$9,449.

The Title III E Fund is used to account for funds used to provide services, such as; (1) information to caregivers about available services, (2) assistance to caregivers in gaining access to the services, (3) individual counseling, (4) organizational support groups, (5) caregiver training to caregivers in making decisions and solving problems relating to their caregiving roles, (6) respite care to enable caregivers to be temporarily relieved from their caregiving responsibilities, and (7) supplemental services, on a limited basis, to complement the care provided by caregivers. Then number of units provided under the Title III E is as follows:

	Units
Information and assistance	30
Outreach	30
Material aid	138
In-home respite	2,053
Support group	79
Public education	78
Personal care	174
Sitter	103

The main source of the revenue forming the basis for this fund is a grant the Council received from GOEA for the Title III, Part E - National Family Caregivers Support Program \$73,649.

The Title III B - Ombudsman Fund is used to account for funds used to provide people age 60 and older residing in long-term facilities a representative to ensure that such residents' rights are upheld, to resolve complaints by residents with the management of the long-term care facility, and to promote quality care at the facility.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The N.S.I.P. Fund is used to account for the administration of Nutrition Services Incentives Program Funds provided by the Administration on Aging, United States Department of Health and Human Services through the Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Council. GOEA distributes N.S.I.P. funds to each parish council on aging in Louisiana based on how many meals each council on aging served in the previous year in relation to the total meals served statewide by all councils. Using this formula, the Council receives funding from GOEA for each congregate and home-delivered meal it serves. The primary purpose of the N.S.I.P. reimbursement is to provide money to buy food that will be used in the preparation of congregate and home-delivered meals under nutrition service programs. The food that is purchased for these purposes must be of United States origin or be commodities from the United States Department of Agriculture.

The SeniorRx Program Fund is used to account for funds used to provide senior citizens access to medication via the Louisiana Senior Rx Program.

The Energy Fund is used to account for the administration of programs that are sponsored by local utility companies. The companies collect contributions from service customers and employees and remit the funds directly to the Council or to the Louisiana Association of Councils on Aging (LACOA), which in turn remits funds relating to the Calcasieu Parish Voluntary Council on the Aging, Inc. These funds are used to provide financial assistance to the elderly for the payment of their utility bills.

The MIPPA Fund is used to account for funds relating to supporting outreach and assistance efforts directed toward Medicare beneficiaries with limited incomes who may be eligible for Medicare Part D, Low-Income Subsidiary (LIS) and Medicare Savings Programs (MSP). The goal is to provide outreach to individuals in Calcasieu Parish, Louisiana with special emphasis on rural communities and to increase public awareness and enrollment into the benefits available under LIS and MSP.

Business- Type Funds

Proprietary Funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. The Council applies all Government Accounting Standards Board (GASB) pronouncements as well as the Financial Accounting Standards Board (FASB) pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements. The Council has not elected to apply those FASB pronouncements issued after November 30, 1989, for its proprietary activities. Proprietary funds included the following fund types:

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Enterprise funds are used to account for those operations that are financed and operated in a manner similar to private business or where management has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability.

The following enterprise funds are utilized by the Council:

Bingo Fund accounts for the income and expenses associated with the bingo sessions held at the Council's main location.

Bingeaux Cafe Fund accounts for the rental of the concession area during the various bingo sessions.

Fiduciary Funds account for assets held by the Council in a trustee capacity or as an agent on behalf of others. Trust funds account for assets held by the Council under the terms of a formal trust agreement.

The following funds are fiduciary funds:

The Progressive Jackpot Fund has been set up and held in trust for the bingo Session Sponsors. Amounts are deposited from each bingo session which accumulate and are disbursed when a bingo participant wins the blackout bingo game.

F. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Accrual Basis Government-Wide Financial Statements (GWFS):

The government-wide financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred. Regardless of the time of related cash flows.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Modified Accrual Basis-Fund Financial Statements (FFS):

Governmental fund level financial statements are reported using a current financial resources measurement focus and the modified accrual basis of accounting. A current financial resources measurement focus means that only current assets and current liabilities are generally included on the fund balance sheet. The operating statements of the funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

For this purpose, the Council considers revenues to be "available" if they are collected within 60 days of the current fiscal year end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred, if measurable, except for the following: (1) unmatured principal and interest on long-term debt, if any, are recorded when due, and (2) claims, judgments, and compensated absences are recorded as expenditures when paid with expendable available financial resources. Depreciation and amortization are costs that are not recognized in the governmental funds.

G. Interfund Activity

In the fund financial statements, interfund activity is reported as either loans or transfers. Loans between funds are reported as interfund receivables (due from) and payables (due to) as appropriate. Transfers represent a permanent reallocation of resources between funds. In other words, they are not expected to be repaid.

In the government-wide financial statements, all types of interfund transactions are eliminated when presenting the governmental activity information.

H. Cash and Cash Equivalents

Cash includes amounts in demand deposits, interest-bearing demand deposits, and petty cash. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Cash and cash equivalents are reported at their carrying amounts that equal their fair values.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

I. Receivables

The financial statements for the Council do not contain an allowance for uncollectible receivables because management believes all amounts will be collected. However, if management becomes aware of information that would change its assessment about the collectability of any receivable, management would write off the receivable as bad debt at that time.

J. Inventory

For proprietary funds, inventories are valued at cost, which approximates market, using the first-in/first-out (FIFO) method. The costs of governmental fund type inventories are recorded as expenditures when purchased rather than when consumed, whereas proprietary funds recorded them when consumed. The Council had no inventories at year end.

K. Prepaid Expenses / Expenditures

Prepaid expenses include amounts paid in advance for goods and services. Prepaid expenses are shown as either current or other assets on the government-wide Statement of Net Position, depending on when management expects to realize their benefits. In the fund financial statements, management has elected not to include amounts paid for future goods and services as expenditures until those services are consumed. This method of accounting for prepaid expenditures helps assure management that the costs incurred will be reported in accordance with the Council's cost reimbursement grants. These types of grants do not permit Council to obtain reimbursement for qualified expenditures until the goods and services relating to them are consumed. As a result, the prepaid expenditures are shown as an asset on the balance sheet of the fund financial statements until they are consumed. In addition, a corresponding amount of the fund balance of the General Fund has been classified as non-spendable to reflect the amount of fund balance not currently available for expenditure.

For purposes of presenting prepaid expenses in the government-wide statements, the Council will follow the same policy it uses to record prepaid expenditures in the fund financial statements with one exception. Disbursements made as "matching" payments to acquire vehicles that will be titled to another government are recorded as a prepaid expense and amortized in the Statement of Net position to better present the economies of this type of transaction and to keep from distorting the Council's transportation expenses in the Statement of Activities. In contrast, 100% of the "matching" payments are reported in the fund financial statements as intergovernmental expenditures when the vehicles are received.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

L. Capital Assets

The accounting and reporting treatment used for property, vehicles, and equipment (capital assets) depends on whether the capital assets are reported in the government-wide financial statements or the fund financial statements.

Government-Wide Financial Statements

Capital assets are long-lived assets purchased or acquired with an original cost of at least \$1,000 and have an estimated useful life of greater than one year. When purchased or acquired, these assets are recorded as capital assets in the government-wide statement of Net Position. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, then it is recorded at its estimated fair market value at the date of donation. Capital assets will also include major repairs to equipment and vehicles that significantly extend the asset's useful life. Routine repairs and maintenance are expensed as incurred.

For capital assets recorded in the government-wide financial statements, depreciation is computed and recorded using the straight-line method for the asset's estimated useful life. The Council follows a guideline issued by the State of Louisiana's Office of Statewide Reporting and Accounting to establish the useful lives of the various types of capital assets that are depreciated and the method used to calculate annual depreciation.

Using this guideline, the estimated useful lives of the various classes of depreciable capital assets are as follows:

Building and improvements	40 years
Equipment	5-7 years
Vehicles	5 years
Computers	3 years

When calculating depreciation, the State's guidelines assumes that capital assets will not have any salvage value.

M. Non-Current (Long-Term) Liabilities

The accounting treatment of non-current liabilities depends on whether they are reported in the government-wide or fund financial statement. In the government-wide financial statements, all non-current liabilities that will be repaid from governmental resources are reported as liabilities. In the fund financial statements, non-current liabilities for governmental funds are not reported as liabilities or presented elsewhere in these statements.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

N. Unpaid Compensated Absences

The Council's policies for vacation time permit employees to accumulate earned but unused vacation leave. Accordingly, a liability for the unpaid vacation leave has been recorded in the Government-Wide Statements. Management has estimated the current and long-term portions of this liability based on historical trends. The amount accrued as the compensated absence liability was determined using the number of vested vacation hours for each employee multiplied by the employee's wage rate in effect at the end of the year.

In contrast, the governmental funds in the Fund Financial Statements report only compensated absence liabilities that are payable from expendable available financial resources to the extent that the liabilities mature (or come due for payment). Vacation leave does not come due for payment until an employee makes a request to use it or terminates employment with the Council. Accordingly, no amounts have been accrued as fund liabilities as of year-end in the Fund Financial Statements. The differences in the methods of accruing compensated absences create a reconciling item between the fund and government-wide financial statement presentations.

The Council's sick leave policy does not provide for the vesting of sick leave thereby requiring the employee to be paid for any unused leave upon termination of employment. Accordingly, no amounts have been accrued as unpaid compensated absences in the Government-Wide Financial Statements relative to sick leave.

O. Deferred Revenues

The Council reports deferred revenues on both the Statement of Net Position (government-wide) and the Balance Sheet (fund financial statements). Deferred revenues arise when the Council receives resources before it has a legal claim to them, subsequent periods, when the Council has a legal claim to the resources, the liability for deferred revenue is removed from the Statement of Net Position and the Fund Balance Sheet, whichever the case might be, and the revenue is recognized. The Council did not have any deferred revenue at year end.

P. Net Position in the Government-Wide Financial Statements

In the government-wide Statement of Net Position, the Net Position amounts is classified and displayed in three components:

- Invested in capital assets- This component consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those capital assets. At year-end the Council had \$128,897 in borrowings that were related to capital assets.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

- Restricted net position-This component consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- Unrestricted net position – This component consists of all other net positions that do not meet the definition of “restricted” or “invested in capital assets.”

When both restricted and unrestricted resources are available for use, it is the Council’s policy to use restricted resources first to finance its activities.

Q. Fund Equity-Fund Financial Statements

Governmental fund equity is classified as fund balance. GASB Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions provides fund balance categories to make the nature and extent of the constraints placed on a government’s fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- Non-spendable: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The Council did not have any non-spendable resources as of year-end.
- Restricted: This classification includes amounts for which constraints have been placed on the use of resources are either:
 - Externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or
 - Imposed by law through constitutional provisions or enabling legislation.
- Committed: This classification includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action (resolution) of the Council’s board of directors, which is the Council’s highest level of decision-making authority. These amounts cannot be used for any other purposes unless the board of directors removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The Council did not have any committed resources as of year-end.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

- Assigned: This classification includes amounts that are constrained by the Council's intent to be used for a specific purpose but are neither restricted nor committed. This intent should be expressed by the Council's (1) board of directors, (2) its finance committee, or (3) an official, such as the executive director, to which the board of directors has delegated the authority to assign amounts to be used for a specific purpose. The Council did not have any assigned resources as of year-end.
- Unassigned: This classification is the residual fund balance of the General Fund. It also represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

When fund balance resources are available for a specific purpose in multiple classifications, the Council will generally use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed. However, the Council's management reserves the right to selectively spend unassigned resources first and to defer the use of the other classified funds.

R. Management's Use of Estimates

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

S. Allocation of Indirect Expenses

The Council reports all direct expenses by function and programs of functions in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function or program. Indirect expenses are recorded as direct expenses of the Administration function. GOEA provides funds to partially subsidize the Council's Administration function. The unsubsidized net cost of the Administration function is allocated using a formula that is based primarily on the relationship the direct cost a program bears to the direct cost of all programs. There are some programs that cannot absorb any indirect cost allocation according to their grant or contract limitations.

T. Elimination and Reclassifications

In the process of aggregating data for the Statement of Net Position and the Statement of Activities, some amounts reported as interfund activity and balances in the funds were eliminated or reclassified. Interfund receivables and payables were eliminated to minimize the "grossing up" effect on assets and liabilities within the governmental activities column.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 1 - PURPOSE AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

U. Subsequent Events

Management has evaluated subsequent events through December 3, 2021, the date the financial statements were available to be issued.

V. Change in Accounting Principle

On May 28, 2014, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers (Topic 606). The standard prescribes a single model for revenue recognition, with a set of principles to be used for determining when revenue should be recognized. It also requires expanded disclosures about the nature, amount, and timing of revenue and cash flows. This standard was effective beginning January 1, 2019. The adoption of this new guidance did not have a material impact on the Council's financial statements.

NOTE 2 - REVENUE RECOGNITION

Revenues are recorded in the government-wide financial statements when they are earned under the accrual basis of accounting.

Revenues are recorded in the fund financial statements using the modified accrual basis of accounting. In applying the susceptible to accrual concept using this basis of accounting, intergovernmental grant revenues, program service fees, and interest income must be both measurable and available. However, the timing and amounts of the receipts of public support and miscellaneous revenues are often difficult to measure; therefore, they are recorded as revenue in the period received.

The Older American Act of 1965 Title III programs operate under a performance-based contract. Title III program revenue is earned by the Council based on units of service provided within the guidelines of the related programs.

NOTE 3 – CASH MANAGEMENT AND DEPOSITS

The Council maintains a consolidated bank account which is available for use by all funds to deposit revenues and pay expenses. The purpose of this consolidated account is to reduce administration costs and facilitate cash management. The consolidated account also allows those funds with available cash resources to temporarily cover any negative cash balances in other funds. The Council also maintains another demand deposit account to manage its EFSP funds.

As described by Louisiana law, the Council is classified as a quasi-public entity. Accordingly, the Council is not required to comply with Louisiana laws relating to the collateralization of bank deposits. However, it is the Council's policy to follow state law in an effort to minimize risks associated with bank deposits that exceed those currently covered by FDIC insurance.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 3 – CASH MANAGEMENT AND DEPOSITS (Continued)

Cash is reported at its carrying value, which equals its fair value. At year-end, the combined carrying amount of the Council's cash balances on its books was \$279,033, whereas the related bank balances totaled \$348,733. The primary difference in these amounts relates to deposits made to and checks written on demand deposits accounts that have not yet cleared the bank accounts. At year-end, all of the bank balances were insured 100% by federal depository insurance.

Cash	Cost	Fair Value	Interest Rate	Maturity	Credit Risk Category
First Federal	\$ 279,033	\$ 279,033	None	Demand	Category 1
Petty Cash	-	-	None	N/A	None
Total Cash	<u>\$ 279,033</u>	<u>\$ 279,033</u>			
Unrestricted Purpose	\$ 134,197				
Restricted Purpose:					
Progressive Jackpot	<u>144,836</u>				
Total Cash	<u>\$ 279,033</u>				

As illustrated in the above table, some of the Council's cash and investments are restricted assets for presentation in the Statement of Net Position. Restricted assets include amounts received or earned by the Council with an explicit understanding between the Council and the resource providers that the resource would be used for a specific purpose.

NOTE 4 – ACCOUNTS RECEIVABLE

Accounts receivable at June 30, 2022 consist of the following:

	General	Proprietary
Miscellaneous	\$ 346,851	\$ 3,524
	<u>\$ 346,851</u>	<u>\$ 3,524</u>

NOTE 5 – GOVERNMENT GRANTS AND CONTRACTS RECEIVABLE

Government grants and contracts receivable represent amounts owed to the Council under a grant award or contract with a provider of federal, state, or local funds; such amounts being measurable and available as of year-end.

Government grants and contracts receivable at year-end consist of reimbursements for expenses incurred under the following programs:

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 5 – GOVERNMENT GRANTS AND CONTRACTS RECEIVABLE (Continued)

Governmental Fund Provider	Fund	Amount
Governor's Office of Elderly Affairs	General	\$ 53,048
Calcasieu Parish Police Jury	General	-
Louisiana DOTD	General	-
		<u>\$ 53,048</u>

NOTE 6 – INTERFUND RECEIVABLES AND PAYABLES

Because the Council operates its programs under cost reimbursement type grants, it has to pay for costs using its General Fund money and then request reimbursement for the advanced costs under the grant programs. Such advances create short-term interfund loans.

A summary of these interfund loans, at year-end, is as follows:

	Due From Other Funds	Due To Other Funds
General Fund	\$ 586,118	\$ 250,990
Proprietary Funds		
Bingo	90,979	567,097
Bingeaux Café	<u>140,990</u>	<u>-</u>
Total	<u>\$ 818,087</u>	<u>\$ 818,087</u>

NOTE 7 – CHANGES IN CAPITAL ASSETS AND ACCUMULATED DEPRECIATION

A summary of changes in capital assets and accumulated depreciation is as follows:

	Balance June 30, 2021	Increases	Decreases	Balance June 30, 2022
Capital Assets				
Building	\$ -	\$ -	\$ -	\$ -
Building improvements	-	-	-	-
Equipment	47,156	17,600	-	64,756
Furniture & equipment	-	-	-	-
Land improvements	-	-	-	-
Vehicles	<u>273,912</u>	<u>-</u>	<u>-</u>	<u>273,912</u>
Subtotals	<u>321,068</u>	<u>17,600</u>	<u>-</u>	<u>338,668</u>
Less: accumulated depreciation	<u>(170,114)</u>	<u>(38,502)</u>	<u>-</u>	<u>(208,616)</u>
Land	<u>188,100</u>	<u>-</u>	<u>-</u>	<u>188,100</u>
Net capital assets - governmental activities	<u>\$ 339,054</u>	<u>\$ (20,902)</u>	<u>\$ -</u>	<u>\$ 318,152</u>

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 7 – CHANGES IN CAPITAL ASSETS AND ACCUMULATED DEPRECIATION (Continued)

Depreciation was charged to governmental activities totaling \$38,502 as administration expense.

NOTE 8 – GOVERNMENTAL ACTIVITIES – LONG-TERM DEBT

The following is a summary of changes in long-term debt for the year ended June 30, 2022 for the governmental activities of the Council.

	July 1, 2021	Principal		June 30, 2022	Due Within One Year
		Additions	Reductions		
Note payable	138,196	-	(9,299)	128,897	128,897
Compensated absences payable	50,728	1,172	(13,926)	37,974	37,974
Total	<u>\$ 188,924</u>	<u>\$ 1,172</u>	<u>\$ (23,225)</u>	<u>\$ 166,871</u>	<u>\$ 166,871</u>

The liabilities for compensated absences have been reflected as current even though management is unsure as to the eventual payment date.

The notes payable consists of the following:

Mortgage payable to First Federal Bank, original amount of \$161,643, due in 180 monthly installments of \$1,350 with a maturity date of April 2, 2023, bearing interest at 5.75%, collateralized by land and a building.

\$ 128,897

The annual requirements to amortize all debt outstanding at June 30, 2022, including interest payments of \$13,830 are as follows:

Year Ending June 30,	Principal	Interest
2023	<u>128,897</u>	<u>6,059</u>
	<u>\$ 128,897</u>	<u>\$ 6,059</u>

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 9 – FUND BALANCES – FUND FINANCIAL STATEMENTS

The Council did not have any utility assistance contributions that were unspent as of year-end. The donors restrict these contributions for specific purposes. Accordingly, management separately accounts for them in a special revenue fund to ensure accountability. Utility assistance fund balances are common amongst council on aging entities. Utility assistance is a supportive service rendered under the Council's Title III B program. Rather than commingle the accounting of the receipts and disbursements of the utility assistance within the Title III B fund, GOEA prefers that councils on aging use a separate fund that can facilitate the monitoring of the Title III B activity separately from the utility assistance activities.

The Council has assets that are restricted in their application by virtue of the donor's intention or commitments already entered into by the Council. These amounts are also reported as restricted fund balance. Other restricted assets arise because of gifts solicited and collected for a specific purpose by the Council. Other assets are restricted by the terms and nature of the grant. Finally, some assets represent "deposits" pledged to confirm the Council's intentions with respect to certain projects. Related accumulated income is included in some of the restricted balances

NOTE 10 – IN-KIND CONTRIBUTIONS

The Council received various in-kind contributions during the year. These amounts have been valued at their estimated fair market value for disclosure purposes. However, these amounts have not been reported in the financial statements.

A summary of the in-kind contribution and their respective assigned values is as follows:

Governmental Funds	Salaries	Operating Services	Operating Supplies	Rent	Total In-Kind
Senior Centers	\$ 43,368	\$ 30,914	\$ 47,890	\$ 161,800	\$ 283,972
III C-1 Congregate Meals	-	-	-	150,800	150,800
III B Supportive Services	6,800	-	-	-	6,800
	<u>\$ 50,168</u>	<u>\$ 30,914</u>	<u>\$ 47,890</u>	<u>\$ 312,600</u>	<u>\$ 441,572</u>

The Council received additional support through services contributed by volunteers that does not meet the criteria for recognition under generally accepted accounting principles because the Council would not hire additional paid employees to perform these services if volunteers were not available.

NOTE 11 – BOARD OF DIRECTORS' COMPENSATION

The Board of Directors is a voluntary board; therefore, no compensation has been paid to any member. However, board members are reimbursed for any out-of-pocket costs they might incur on behalf of the Council in accordance with the Council's applicable reimbursement policy.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO FINANCIAL STATEMENTS
For the year ended June 30, 2022

NOTE 12 – INCOME TAX STATUS

The Council, a non-profit corporation, is exempt from federal income taxation under Section 501(c)(3) of the Internal Revenue Code, and as an organization that is not a private foundation as defined in Section 509(a) of the Code. It is also exempt from Louisiana income tax.

While the Council is exempt from federal income taxes, it is still subject to tax on unrelated business taxable income (UBTI) that is generated. The Council is liable for UBTI that was generated from instant bingo games (i.e. pull tabs), dauber sales, video bingo commissions, a portion of bingo session fees, video bingo operations, the operation of Bingeaux Cafe and unrelated debt financed income from the rental of the Bingo Hall.

Accounting Standards Codification 740 (ASC 740) requires that a tax position be recognized or derecognized based on a "more than not" threshold. This applies to positions taken or expected to be taken in a tax return where there is uncertainty about whether a tax position will ultimately be sustained upon examination. The Council has evaluated its tax position and determined that it does not have any uncertain tax positions that meet the requirements of ASC 740. Accordingly, implementation of ASC 740 did not have any impact on the accompanying financial statements.

NOTE 13 – CONTINGENCIES – GRANT PROGRAMS

The Council participates in a number of state and federal grant programs, which are governed by various rules and regulations. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the Council has not complied with the rules and regulations governing the grants, refunds of any money received and the collectability of any related receivable at year end may be impaired. In management's opinion, there are no significant contingent liabilities relating to compliance with the rules and regulations governing state and federal grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies. Audits of prior years have not resulted in any disallowed costs or refunds. Any costs that would be disallowed would be recognized in the period agreed upon by the grantor agency and the Council.

NOTE 14 – JUDGMENTS, CLAIMS AND SIMILAR CONTINGENCIES

As of the end of this fiscal year, the Council's management has no knowledge of any pending litigation, lawsuits, or claims against the Council. Furthermore, the Council's management believes that any unexpected lawsuits or claims that might be filed against the Council would be adequately covered by insurance or resolved without any material impact upon the Council's financial statements.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
 NOTES TO FINANCIAL STATEMENTS
 For the year ended June 30, 2022

NOTE 15 – ECONOMIC DEPENDENCY

The Council receives the majority of its revenue through grants administered by the Louisiana Governor's Office of Elderly Affairs (GOEA). The grant amounts are appropriated each year by the federal, state and local governments. If significant budget cuts are made at the federal, state and/or local level, the amount of funds the Council 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 Council will receive in the next fiscal year.

While the funds presented as Proprietary Funds will serve to reduce the dependency by the Council on federal and state grants, the Council is still deemed to be primarily dependent on the above grants to provide the basic operating funds.

NOTE 16 – RISK MANAGEMENT

The Council is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; and natural disasters. The Council has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. There have been no significant reductions in coverage from the prior year. No settlements were made during the current or prior three fiscal years that exceeded the Council's insurance coverage.

The Council's management has not purchased commercial insurance or made provision to cover or reduce the risk of loss, as a result of business interruption and certain acts of God, like floods or earthquakes.

NOTE 17 – CHANGES IN FIDUCIARY FUNDS

Progressive Jackpot

Progressive Jackpot	
Balance at June 30, 2021	\$ 131,100
Additions	46,600
Reductions	<u>(39,800)</u>
Balance at June 30, 2022	<u>\$ 137,900</u>

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
 NOTES TO FINANCIAL STATEMENTS
 For the year ended June 30, 2022

NOTE 18 – INTERFUND TRANSFERS

These amounts represent interfund transfers between funds to supplement current year programs:

	Funds transferring in:									Totals
	Title III B	Title III C-1	Title III C-2	Title III D	Title III E	Senior Center	Ombudsman	SenioRx	Vaccine Outreach	
Funds transferring out:										
Governmental Funds:										
General Fund	\$ 344,301	\$ 9,710	\$ 607,841	\$ 5,102	\$ 16,490	\$ 14,265	\$ 31,158	\$ 13,105	\$ 204	\$ 1,042,176
Special Revenue:										
Title III C-1	-	-	-	-	-	-	-	-	-	-
NSIP	-	-	-	-	-	-	-	-	-	-
MIPPA	-	-	-	-	-	-	-	-	-	-
SenioRx	-	-	-	-	-	-	-	-	-	-
Proprietary Funds:										
Bingo	-	-	-	-	-	-	-	-	-	-
Total	\$ 344,301	\$ 9,710	\$ 607,841	\$ 5,102	\$ 16,490	\$ 14,265	\$ 31,158	\$ 13,105	\$ 204	\$ 1,042,176

NOTE 19 – RETIREMENT COMMITMENTS

Employees of the Council are participants in the Social Security system and retirement benefits are provided by that system.

Additionally, the Council established a 403(b) tax sheltered annuity plan effective September 1, 2001.

Any eligible employee shall be eligible to participate in salary reduction contributions hereunder on the date of such employee's employment with the employer. However, with respect to non-salary reduction contributions, any eligible employee who has completed one (1) year of service shall be eligible to participate hereunder as of the date such employee has satisfied such requirements.

For each plan year the employer shall contribute to the plan:

- a) The amount of the total salary reduction elections of all participants made shall be deemed an employer elective contribution.
- b) On behalf of each participant who is eligible to share in matching contributions for the Plan Year, a discretionary matching contribution equal to a uniform percentage of each such Participant's Deferred Compensation, the exact percentage, if any, to be determined each year by the Employer, which amount, if any, shall be deemed an Employer Non-Elective Contribution.
- c) All contributions by the Employer shall be made in cash.

Retirement expense totaled \$14,064 for the year ended June 30, 2022.

NOTE 20 – DEFICIT FUND BALANCES

The Bingo Account had a deficit fund balance of (\$176,066). The Council has implemented a number of strategies to reduce the deficit, including cost cutting measures and pursuing additional revenues from local sources.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
 NOTES TO FINANCIAL STATEMENTS
 For the year ended June 30, 2022

NOTE 21 – COMPENSATION, BENEFITS AND OTHER PAYMENTS TO DIRECTOR

A detail of compensation, benefits, and other payments made to director Jackie Green for the year ended June 30, 2022.

Purpose	
Salary	\$ 97,684
Benefits - retirement	2,974
Total	\$ 100,658

NOTE 22 – COVID-19 PANDEMIC

In December 2019, a novel strain of coronavirus (Covid-19) was reported to have surfaced in China. The World Health Organization has characterized Covid-19 as a pandemic. The extent of the impact of Covid-19 on the operational and financial performance of the Council will depend on certain developments, including the duration and spread of the outbreak, impact on donors, employees and vendors, all of which are uncertain and cannot be predicted. At this point, the extent to which Covid-19 may impact the Council's financial condition is uncertain.

NOTE 23 – PAYCHECK PROTECTION PROGRAM FUNDS

On April 28, 2021, the Council received loan proceeds in the amount of \$202,196 under the Paycheck Protection Program ("PPP"). The PPP established as part of the Coronavirus Aid, Relief and Economic Security Act ("CARES Act"), provided for loans for qualifying entities for amounts up to 2.5 times of the average monthly payroll expenses of the qualifying entity. The loans and accrued interest are forgivable as long as the borrower uses the loan proceeds for eligible purposes, including payroll benefits, rent and utilities, and maintains its payroll levels. The amount of loan forgiveness will be reduced if the borrower terminates employees or reduces salaries during the prescribed period. The loan was forgiven in full on October 25, 2021.

SUPPLEMENTARY INFORMATION REQUIRED BY GASB STATEMENT 34

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.
 Budgetary Comparison Schedule
 General Fund
 Year Ended June 30, 2022

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Budgetary fund balance, July 1	\$ 189,970	\$ 189,970	\$ 189,970	\$ -
Resources (inflows):				
Intergovernmental	120,000	120,000	239,643	119,643
Local and miscellaneous	1,580,000	1,580,000	1,443,267	(136,733)
Transfers in	250,000	250,000	-	(250,000)
Amounts available for appropriation	<u>2,139,970</u>	<u>2,139,970</u>	<u>1,872,880</u>	<u>(267,090)</u>
Charges to appropriations (outflows):				
Personnel	3,187	3,187	9,439	(6,252)
Fringe	362	362	1,061	(699)
Travel	4	4	203	(199)
Operating services	3,809	3,809	7,175	(3,366)
Operating supplies	681	681	2,568	(1,887)
Other costs	24,584	24,584	84,710	(60,126)
Meals	1,500	1,500	7,479	(5,979)
Debt service - principal and interest	7,594	7,594	-	7,594
Transfers out	1,907,564	1,907,564	1,387,972	519,592
Total charges to appropriations	<u>1,949,285</u>	<u>1,949,285</u>	<u>1,500,607</u>	<u>448,678</u>
Budgetary fund balance, June 30	<u>\$ 190,685</u>	<u>\$ 190,685</u>	<u>\$ 372,273</u>	<u>\$ 181,588</u>

See notes to required supplementary information.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.
 Budgetary Comparison Schedule
 Title III B
 Year Ended June 30, 2022

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Budgetary fund balance, July 1	\$ -	\$ -	\$ -	\$ -
Resources (inflows):				
Intergovernmental	145,610	145,610	145,610	-
Local and miscellaneous	-	-	1,881	1,881
Transfers in	272,126	383,703	344,301	(39,402)
Amounts available for appropriation	<u>417,736</u>	<u>529,313</u>	<u>491,792</u>	<u>(37,521)</u>
Charges to appropriations (outflows):				
Personnel	239,957	313,454	301,593	11,861
Fringe	26,606	34,344	33,895	449
Travel	5,053	4,172	6,014	(1,842)
Operating services	91,888	65,588	61,448	4,140
Operating supplies	16,264	35,952	40,550	(4,598)
Other costs	37,968	75,803	14,584	61,219
Full service contracts	-	-	33,708	(33,708)
Capital outlay	-	-	-	-
Total charges to appropriations	<u>417,736</u>	<u>529,313</u>	<u>491,792</u>	<u>37,521</u>
Budgetary fund balance, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See notes to required supplementary information.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.
 Budgetary Comparison Schedule
 Title III C-1
 Year Ended June 30, 2022

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Budgetary fund balance, July 1	\$ -	\$ -	\$ -	\$ -
Resources (inflows):				
Intergovernmental	162,635	162,635	162,635	-
Local and miscellaneous	-	-	990	990
Transfers in	9,414	7,822	9,710	1,888
Amounts available for appropriation	<u>172,049</u>	<u>170,457</u>	<u>173,335</u>	<u>2,878</u>
Charges to appropriations (outflows):				
Personnel	34,848	42,927	41,916	1,011
Fringe	3,864	4,704	4,711	(7)
Travel	22	219	339	(120)
Operating services	27,347	27,914	37,308	(9,394)
Operating supplies	6,768	4,423	5,426	(1,003)
Other costs	99,200	90,270	83,635	6,635
Full service contracts	-	-	-	-
Transfers out	-	-	-	-
Total charges to appropriations	<u>172,049</u>	<u>170,457</u>	<u>173,335</u>	<u>(2,878)</u>
Budgetary fund balance, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See notes to required supplementary information.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.
 Budgetary Comparison Schedule
 Title III C-2
 Year Ended June 30, 2022

	Budgeted Amounts		Actual Amounts Budgetary Basis	Variance with Final Budget - Positive (Negative)
	Original	Final		
Budgetary fund balance, July 1	\$ -	\$ -	\$ -	\$ -
Resources (inflows):				
Intergovernmental	254,928	254,928	327,590	72,662
Local and miscellaneous	-	-	7,974	7,974
Transfers in	723,620	694,451	607,841	(86,610)
Amounts available for appropriation	<u>978,548</u>	<u>949,379</u>	<u>943,405</u>	<u>(5,974)</u>
Charges to appropriations (outflows):				
Personnel	204,682	241,524	236,068	5,456
Fringe	22,695	26,464	26,531	(67)
Travel	926	2,017	1,862	155
Operating services	155,079	145,220	171,369	(26,149)
Operating supplies	32,755	31,042	42,768	(11,726)
Other costs	562,411	503,112	464,807	38,305
Full service contracts	-	-	-	-
Total charges to appropriations	<u>978,548</u>	<u>949,379</u>	<u>943,405</u>	<u>5,974</u>
Budgetary fund balance, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See notes to required supplementary information.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
For the year ended June 30, 2022

NOTE 1 - BUDGETARY REPORTING

The Governmental Accounting Standards Board (GASB) Statement 34 requires budgetary comparison schedules for the General Fund and each major Special Revenue Fund that has a legally adopted annual budget. The schedules compare the original and final appropriated budgets to actual budget results for the Council's fiscal year. Positive and negative variances between the final budget and actual amounts are also presented.

The budget information presented in this section of required supplementary information applies to "major" governmental funds for which annual budgets were adopted. Budgetary information for "Nonmajor" funds has not been included anywhere in these financial statements.

The Council follows these procedures in establishing the budgetary data that has been presented as required supplementary information in these financial statements.

- The Governor's Office of Elderly Affairs (GOEA) notifies the Council each year as to the funding levels for each of its programs.
- Management makes revenue projections based on the revenue information provided by GOEA, grants from other agencies, program service fees, public support (including client contributions), interest income, and other miscellaneous sources.
- Management develops expenditure projections using historical information and changes to the upcoming year that management is aware of at the time of budget preparation.
- Once the information has been obtained to project revenues and expenditures, the Council's Executive Director and Chief Operating Officer prepare a proposed budget based on the projections. The proposed budget is submitted to the Board of Directors for final approval.
- The Board of Directors reviews and adopts the budget for the next fiscal year at a regularly scheduled board of directors meeting before May 31 of the current fiscal year.
- The adopted budget is forwarded to the GOEA for compliance approval.
- Unused budgeted amounts lapse at the end of each fiscal year (June 30). However, if a grant or contract is not completed by June 30, the Council will automatically budget funds in the next fiscal year to complete the grant or contract. An example where this might occur is when vehicles are acquired under federal matching programs. The "match" might be made in one year and the vehicles delivered in another year.
- The budget is prepared on a modified accrual basis, consistent with the basis of accounting, for comparability of budgeted and actual revenues and expenditures.
- Budgeted amounts included in the accompanying financial statements include the original adopted budget amounts and all subsequent amendments. During the fiscal year, management amended the Council's budget once at a board meeting in May 2022, using a similar procedure to the one used to approve the original budget.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
For the year ended June 30, 2022

NOTE 1 - BUDGETARY REPORTING (Continued)

- Actual amounts are compared to budgeted amounts periodically during the fiscal year as a management control device.
- The Council may transfer funds between line items as often as required but must obtain compliance approval from the GOEA for funds received under grants from the state agency. As part of its grant awards, GOEA requires the Council to amend its budget in cases where actual costs for a particular line item exceed the budgeted amount by more than 10%, unless unrestricted funds are available to **“cover” the overrun.**
- Expenditures cannot exceed budgeted revenues on an individual fund level, unless a large enough fund balance exists to absorb the budgeted operating deficit.
- The Council is not required by state or local law to prepare a budget for every program or activity it conducts. Accordingly, some General Fund activities are not budgeted, particularly if they are deemed to be immaterial by management.

SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GOEA

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.
Schedule of Non-Major Special Revenue Funds
Year Ended June 30, 2022

	Title III D	Title III E	AAA	Ombudsman	N.S.I.P.	SeniorRx	Senior Center	Supplemental Senior Center	PCOA	Vaccine Outreach	Energy & OEA Disaster Assist	SHIIP	MIPPA	Total
REVENUES														
Intergovernmental:														
Governor's Office of Elderly Affairs	\$ 9,449	\$ 73,649	\$ 89,091	\$ 83,185	\$ 88,105	\$ 94,779	\$ 188,180	\$ 10,913	\$ 106,843	\$ 21,614	\$ 50,000		\$ 16,025	\$ 831,833
Louisiana Department of Insurance	-	-	-	-	-	-	-	-	-	-	-	4,814	-	4,814
Public Support:														
Contributions - unrestricted	-	-	-	-	-	-	172,982	-	-	-	-	-	-	172,982
Utility company assistance programs	-	-	-	-	-	-	-	-	-	-	620	-	-	620
Total Revenues	9,449	73,649	89,091	83,185	88,105	94,779	361,162	10,913	106,843	21,614	50,620	4,814	16,025	1,010,249
EXPENDITURES														
Health, Welfare & Social Services														
Current:														
Salaries	7,698	31,007	36,075	80,420	-	78,526	154,851	-	-	11,604	-	-	-	400,181
Fringe	865	3,485	4,054	9,038	-	8,825	17,403	-	-	1,304	-	-	-	44,974
Travel	19	77	777	2,593	-	209	2,738	-	-	1,002	-	-	-	7,415
Operating services	665	2,736	27,419	10,245	-	7,363	56,282	-	-	1,423	-	-	-	106,133
Operating supplies	238	1,688	9,813	8,930	-	4,642	122,868	-	-	509	-	-	-	148,688
Other costs	5,066	1,093	10,953	3,117	-	8,319	21,285	-	-	5,976	-	-	-	55,809
Full service contracts	-	50,053	-	-	-	-	-	-	-	-	-	-	-	50,053
Meals	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Utility assistance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	14,551	90,139	89,091	114,343	-	107,884	375,427	-	-	21,818	-	-	-	813,253
Excess (Deficiency) of Revenues over Expenditures	(5,102)	(16,490)	-	(31,158)	88,105	(13,105)	(14,265)	10,913	106,843	(204)	50,620	4,814	16,025	196,996
OTHER FINANCING SOURCES (USES)														
Operating transfers in	5,102	16,490	-	31,158	-	13,105	14,265	-	-	204	-	-	-	80,324
Operating transfers out	-	-	-	-	(88,105)	-	-	(10,913)	(106,843)	-	(50,620)	(4,814)	(16,025)	(277,320)
Total Other Financing Sources (Uses)	5,102	16,490	-	31,158	(88,105)	13,105	14,265	(10,913)	(106,843)	204	(50,620)	-	(16,025)	(196,996)
Net Increase in Fund Balances	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FUND BALANCES														
Beginning of Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-
End of Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.
 Comparative Schedule of General
 Fixed Assets and Changes in General Fixed Assets
 Year Ended June 30, 2022

	Balance June 30, 2021	Additions	Deletions	Balance June 30, 2022
General fixed assets, at cost:				
Building	\$ -	\$ -	\$ -	\$ -
Building Improvements	-		\$ -	-
Equipment	47,156	\$ 17,600	\$ -	64,756
Furniture and equipment	-		\$ -	-
Land Improvements	-		\$ -	-
Land	188,100	-		188,100
Vehicles	273,912	-	-	273,912
Totals	<u>\$ 509,168</u>	<u>\$ 17,600</u>	<u>\$ -</u>	<u>\$ 526,768</u>
Investment in general fixed assets:				
Property acquired with funds from:				
Local funds	\$ 327,205	\$ 17,600	\$ -	\$ 344,805
DOTD	181,963	-	-	181,963
SeniorRx	-	-	-	-
Title III-B Ombudsman	-	-	-	-
Totals	<u>\$ 509,168</u>	<u>\$ 17,600</u>	<u>\$ -</u>	<u>\$ 526,768</u>



Broussard & Company
Certified Public Accountants

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

The Board of Directors
Calcasieu Parish Voluntary Council on the Aging, Inc.
Lake Charles, Louisiana

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Calcasieu Parish Voluntary Council on the Aging, Inc. as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Calcasieu Parish Voluntary Council on the Aging, Inc.'s basic financial statements, and have issued our report thereon dated December 14, 2022.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Calcasieu Parish Voluntary Council on the Aging, Inc.'s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Calcasieu Parish Voluntary Council on the Aging, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Calcasieu Parish Voluntary Council on the Aging, Inc.'s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Calcasieu Parish Voluntary Council on the Aging, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended solely for the information and use of the Board of Directors, management, others within the organization and is not intended to be and should not be used by anyone other than those specified parties. However, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Broussard and Company

Lake Charles, Louisiana
December 14, 2022

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.,
STATE OF LOUISIANA
Schedule of Findings and Questioned Costs
Year Ended June 30, 2022

We have audited the financial statements of Calcasieu Parish Voluntary Council on the Aging, Inc., State of Louisiana, as of and for the year ended June 30, 2022, and have issued our report thereon dated December 14, 2022. We conducted our audit in accordance with auditing standards generally accepted in the United State of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our audit of the financial statements as of June 30, 2022 resulted in an unmodified opinion.

Section I – Summary of Auditor’s Reports

A. Report on Internal Control and Compliance Material to the Financial Statements

1. Internal Control

Significant Deficiencies	_____ Yes	__X__ No
Material Weaknesses	_____ Yes	__X__ No
Compliance Material to Financial Statements	_____ Yes	__X__ No

2. Federal Awards – See Table of Contents.

Section II – Financial Statement Findings

There were no financial statement findings or questioned costs for the year ended June 30, 2022.

Section III – Federal Award Findings and Questioned Costs

See Table of Contents.

CALCASIEU PARISH VOLUNTARY COUNCIL ON THE AGING, INC.,
STATE OF LOUISIANA
Schedule of Prior Year Findings
Year Ended June 30, 2022

Section I – Internal Control and Compliance Material to the Financial Statements

2021-001 Reconciliation of Interfund Activity

Status: This finding is resolved.

Section II – Internal Control and Compliance Material to Federal Awards – Not applicable.

Section III – Management Letter. The prior year did include a management letter.



INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors and Management
Calcasieu Parish Voluntary Council on the Aging, Inc.
Lake Charles, Louisiana

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Calcasieu Parish Voluntary Council on the Aging, Inc.'s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Calcasieu Parish Voluntary Council on the Aging, Inc.'s major federal programs for the year ended June 30, 2022. Calcasieu Parish Voluntary Council on the Aging, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Calcasieu Parish Voluntary Council on the Aging, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Calcasieu Parish Voluntary Council on the Aging, Inc. and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Calcasieu Parish Voluntary Council on the Aging, Inc.'s compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Calcasieu Parish Voluntary Council on the Aging, Inc.'s federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Calcasieu Parish Voluntary Council on the Aging, Inc.'s compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Calcasieu Parish Voluntary Council on the Aging, Inc.'s compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Calcasieu Parish Voluntary Council on the Aging, Inc.'s compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Calcasieu Parish Voluntary Council on the Aging, Inc.'s internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Calcasieu Parish Voluntary Council on the Aging, Inc.'s internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Broussard and Company

Lake Charles, Louisiana
December 14, 2022

Calcasieu Parish Voluntary Council on the Aging, Inc.
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2022

Summary of Auditor's Results

1. The auditor's report expresses an unmodified opinion on whether the financial statements of the Calcasieu Parish Voluntary Council on the Aging, Inc. were prepared in accordance with GAAP.
2. No material weaknesses or significant deficiencies are reported during the audit of the financial statements.
3. No instances of noncompliance material to the financial statements of the Calcasieu Parish Voluntary Council on the Aging, Inc. are reported.
4. No material weaknesses or significant deficiencies in internal control over major federal award programs are reported.
5. The auditor's report on compliance for the major federal award program for the Calcasieu Parish Voluntary Council on the Aging, Inc. expresses an unmodified opinion on the major federal award program.
6. There were no audit findings required to be reported in accordance with 2 CFR Section 200.516(a).
7. The program tested as a major program was a cluster: Special Programs for the Aging 93.045, 93.044 and 93.053.
8. The threshold for distinguishing Types A and B programs was \$750,000.
9. Calcasieu Parish Voluntary Council on the Aging, Inc. was determined to be a high-risk auditee.

Calcasieu Parish Voluntary Council on the Aging, Inc.
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2022

Federal Grantor	Federal CFDA Number	Contract Number	Total Federal Expenditures
U.S. Department of Health and Human Services:			
Passed through Louisiana Department of Office of Elderly Affairs			
Nutrition Services Incentive and CARES Act	93.045	4400018698	\$ 377,448
Grants for Supportive Services	93.044	4400018698	136,952
Nutrition Services Incentive Program	93.053	4400018667	88,105
Total Special Programs for the Aging Cluster			<u>602,505</u>
Passed through Louisiana Department of Office of Elderly Affairs			
Disease Prevention	93.043	4400019977	9,449
National Family Caregiver Support	93.052	4400019401	55,237
Total U. S, Department of Health and Human Services			<u>667,191</u>
U.S. Department of Homeland Security			
Disaster Grants - Public Assistance	97.036		50,000
U.S. Department of the Treasury			
Coronavirus Relief Fund	21.019	4400018732	32,807
U.S. Department of the Transportation			
Passed through Louisiana Department of Transportation			
Enhanced Mobility of Seniors	20.513		<u>117,977</u>
Total Expenditures of Federal Awards			<u>\$ 867,975</u>

See accompanying notes to Schedule of Expenditures of Federal Awards.

Calcasieu Parish Voluntary Council on the Aging, Inc.
Notes to Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2022

Note A – Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Calcasieu Parish Voluntary Council on the Aging, Inc. under programs of the federal government for the year ended June 30, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Calcasieu Parish Voluntary Council on the Aging, Inc., it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Calcasieu Parish Voluntary Council on the Aging, Inc.

Note B – Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note C – Indirect Cost Rate

Calcasieu Parish Voluntary Council on the Aging, Inc. has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.



INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES

To the Governing Board of Calcasieu Parish Voluntary Council on the Aging, Inc. and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period July 1, 2021 through June 30, 2022. Calcasieu Parish Voluntary Council on the Aging, Inc.'s (the Council) management is responsible for those C/C areas identified in the SAUPs.

The Council 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 C/C areas identified in LLA's SAUPs for the fiscal period July 1, 2021 through June 30, 2022. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This 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:

Written Policies and Procedures

1. Obtain and inspect the entity's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the entity's operations:
 - a) ***Budgeting***, including preparing, adopting, monitoring, and amending the budget.
 - b) ***Purchasing***, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the Public Bid Law; and (5) documentation required to be maintained for all bids and price quotes.
 - c) ***Disbursements***, including processing, reviewing, and approving.
 - d) ***Receipts/Collections***, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or Council fund additions (e.g., periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, Council fund forfeiture monies confirmation).

- e) **Payroll/Personnel**, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee(s) rate of pay or approval and maintenance of pay rate schedules.
- f) **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
- g) **Credit Cards (and debit cards, fuel cards, P-Cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).
- h) **Travel and Expense Reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
- i) **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
- j) **Information Technology Disaster Recovery/Business Continuity**, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.

Results: No exceptions noted.

Board or Finance Committee

- 2. Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:
 - a) Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.

Results: No exceptions noted.

Bank Reconciliations

- 3. Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:

- a) Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated or electronically logged);
- b) Bank reconciliations include evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and
- c) Management has documentation reflecting it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

Results: No exceptions noted.

Collections (excluding electronic funds transfers)

- 4. Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).
- 5. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (i.e., 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:
 - a) Employees responsible for cash collections do not share cash drawers/registers.
 - b) Each employee responsible for collecting cash is not responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit.
 - c) Each employee responsible for collecting cash is not responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit.
 - d) The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or Council fund additions, are not responsible for collecting cash, unless another employee/official verifies the reconciliation.
- 6. Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe the bond or insurance policy for theft was enforced during the fiscal period.
- 7. Randomly select two deposit dates for each of the 5 bank accounts selected for procedure #3 under "Bank Reconciliations" above (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). *Alternately, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc.* Obtain supporting documentation for each of the 10 deposits and:

- a) Observe that receipts are sequentially pre-numbered.
- b) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
- c) Trace the deposit slip total to the actual deposit per the bank statement.
- d) Observe the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).
- e) Trace the actual deposit per the bank statement to the general ledger.

Results: No exceptions noted.

Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases)

- 8. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).
- 9. For each location selected under #8 above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the Council has no written policies and procedures, inquire of employees about their job duties), and observe that job duties are properly segregated such that:
 - a) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order/making the purchase.
 - b) At least two employees are involved in processing and approving payments to vendors.
 - c) The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files.
 - d) Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments.

[Note: Exceptions to controls that constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality) should not be reported.]
- 10. For each location selected under #8 above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction, and:
 - a) Observe whether the disbursement matched the related original itemized invoice and supporting documentation indicates deliverables included on the invoice were received by the entity.

- b) Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.

Results: No exceptions noted.

Credit Cards/Debit Cards/Fuel Cards/P-Cards

11. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.
12. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement), obtain supporting documentation, and:
 - a) Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder. [Note: Requiring such approval may constrain the legal authority of certain public officials (e.g., mayor of a Lawrason Act municipality); these instances should not be reported.]
 - b) Observe that finance charges and late fees were not assessed on the selected statements.
13. Using the monthly statements or combined statements selected under #12 above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (i.e., each card should have 10 transactions subject to testing). For each transaction, observe it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and note whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

Results: No exceptions noted.

Travel and Travel-Related Expense Reimbursements (excluding card transactions)

14. Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. Randomly select 5 reimbursements, obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:

- a) If reimbursed using actual costs, observe the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.
- b) Observe each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by written policy (procedure #1h).
- c) Observe each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

Results: No exceptions noted.

Contracts

15. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. *Alternately, the practitioner may use an equivalent selection source, such as an active vendor list.* Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and:
 - a) Observe whether the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law.
 - b) Observe whether the contract was approved by the governing body/board, if required by policy or law (e.g., Lawrason Act, Home Rule Charter).
 - c) If the contract was amended (e.g., change order), observe the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, was approval documented).
 - d) Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe the invoice and related payment agreed to the terms and conditions of the contract.

Results: No exceptions noted.

Payroll and Personnel

16. Obtain a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.
17. Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under #16 above, obtain attendance records and leave documentation for the pay period, and:

- a) Observe all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory). (Note: Generally, officials are not eligible to earn leave and do not document their attendance and leave. However, if the official is earning leave according to a policy and/or contract, the official should document his/her daily attendance and leave.)
 - b) Observe whether supervisors approved the attendance and leave of the selected employees or officials.
 - c) Observe any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.
 - d) Observe the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.
18. Obtain a listing of those employees or officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials, obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity's policy on termination payments. Agree the hours to the employee or officials' cumulative leave records, agree the pay rates to the employee or officials' authorized pay rates in the employee or officials' personnel files, and agree the termination payment to entity policy.
19. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

Results: No exceptions noted.

Ethics

20. Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain ethics documentation from management, and:
- a. Observe whether the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.
 - b. Observe whether the entity maintains documentation which demonstrates each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.

Results: No exceptions noted

Debt Service

21. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the

listing, obtain supporting documentation, and observe State Bond Commission approval was obtained for each debt instrument issued.

22. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

Results: No exceptions noted.

Fraud Notice

23. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled.
24. Observe the entity has posted, on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

Results: No exceptions noted.

Information Technology Disaster Recovery/Business Continuity

25. Perform the following procedures, **verbally discuss the results with management, and report "We performed the procedure and discussed the results with management."**
 - a) Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if no written documentation, inquire of personnel responsible for backing up critical data) and observe that such backup occurred within the past week. If backups are stored on a physical medium (e.g., tapes, CDs), observe evidence that backups are encrypted before being transported.
 - b) Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if no written documentation, inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.
 - c) Obtain a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

Results: No exceptions noted.

Sexual Harassment

26. Using the 5 randomly selected employees/officials from procedure #16 under “Payroll and Personnel” above, obtain sexual harassment training documentation from management, and observe the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year.
27. Observe the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity’s premises if the entity does not have a website).
28. Obtain the entity’s annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe it includes the applicable requirements of R.S. 42:344:
 - a) Number and percentage of public servants in the Council who have completed the training requirements;
 - b) Number of sexual harassment complaints received by the Council;
 - c) Number of complaints which resulted in a finding that sexual harassment occurred;
 - d) Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and
 - e) Amount of time it took to resolve each complaint.

Results: Not Applicable

We were engaged by the Council 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 applicable standards of *Government Auditing Standards*. 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 those C/C areas identified in the SAUPs. 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 the Council 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 those C/C areas identified in the SAUPs, 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 LLA as a public document.

Broussard and Company

**Lake Charles, Louisiana
December 14, 2022**