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YWCA OF MONROE, LA, INC.
Monroe, Louisiana

FINANCIAL STATEMENT
DECEMBER 31, 1998

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 6-16-99

**YWCA OF MONROE, LA, INC.
Monroe, LOUISIANA**

**FINANCIAL STATEMENT
DECEMBER 31, 1998**

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Bonnie T. Robinette, CPA

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
YWCA of Monroe, LA, Inc.
Monroe, Louisiana

I have audited the accompanying statement of financial position of YWCA of Monroe, LA, Inc. (a non-profit organization) as of December 31, 1998, and the related statements of activities, functional expenses, and cash flows for the year then ended. These financial statements are the responsibility of the Association's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget (OMB) Circular A-133, "Audits of Institutions of Higher Education and Other Nonprofit Institutions." Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for our opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of YWCA of Monroe, LA, Inc. as of December 31, 1998, and the changes in its net assets and its cash flows for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, I have also issued my report dated May 6, 1999 on my consideration of YWCA of Monroe, LA, Inc.'s internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, and grants.

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


BONNIE T. ROBINETTE, CPA

Monroe, Louisiana
May 6, 1999

YWCA OF MONROE, LA, INC.
Monroe, Louisiana

STATEMENT OF FINANCIAL POSITION
December 31, 1998

ASSETS

CURRENT ASSETS

Cash	\$ 108,524
Grants and other receivables	384,218
Prepaid expenses and other assets	<u>2,038</u>
Total current assets	<u>494,780</u>
Land, building and other assets	995,401
Less: Accumulated depreciation	<u>(277,563)</u>
	<u>717,838</u>
TOTAL ASSETS	<u>\$ 1,212,618</u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable	24,969
Accrued expenses	39,587
Current portion of long-term debt	5,948
Accrued compensated absences	<u>48,446</u>
Total current liabilities	118,950
Long-term debt	<u>30,240</u>
Total liabilities	<u>\$ 149,190</u>

NET ASSETS

Unrestricted:	
Operations	74,159
Fixed assets	717,838
Temporarily restricted	<u>271,431</u>
Total net assets	<u>\$1,063,428</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$1,212,618</u>

The accompanying notes are an integral part of these financial statements.

YWCA OF MONROE, LA, INC.
Monroe, Louisiana

STATEMENT OF ACTIVITIES
For the Year Ended December 31, 1998

CHANGES IN UNRESTRICTED NET ASSETS:

Revenues, Gains and Other Support	\$ 54,577
Contributions	14,000
IOLTA Grant	65,866
In-kind contributions	63,224
Counseling fees	19,273
Membership dues	666,739
Grants	4,319
Interest income	<u>30,218</u>
Other income	918,216
Net unrestricted revenues, gains and other support	<u>263,665</u>
Net assets released from restrictions	
Total Revenue, Gains and Other Support	<u>\$ 1,181,881</u>
 Expenses	
Program Services	\$ 281,147
Family violence-residential	376,052
Family violence-non-residential	104,348
Rape crisis	75,772
Child abuse	17,433
In-home therapy	69,128
Crisis lines	<u>196,335</u>
Management and general	
Total expenses	<u>\$ 1,120,215</u>
 Increase in Unrestricted Net Assets	 \$ 61,666

CHANGES IN TEMPORARY RESTRICTED NET ASSETS:

United Way Contribution	\$ 271,431
Net assets released from donor restrictions	<u>(263,665)</u>
 Increase in Temporary Restricted Net Assets	 <u>7,766</u>
 TOTAL INCREASE IN NET ASSETS	 69,432
 NET ASSETS AT BEGINNING OF YEAR	 <u>993,996</u>
 NET ASSETS AT END OF YEAR	 <u>\$ 1,063,428</u>

YWCA OF MONROE, LA, INC.
Monroe, Louisiana

STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended December 31, 1998

	PROGRAM SERVICES										Total
	Residential	Family Violence Non Residential	Rape Crisis	Child Abuse	In-Home Therapy	Crisis Lines	Total Program	Management & General	Total		
Salaries	\$ 161,791	\$ 209,248	\$ 66,829	\$ 59,523	\$ 13,922	\$ 53,997	\$ 565,310	\$ 81,137	\$ 646,447		
Retirement Expense	10,298	14,062	-0-	-0-	-0-	-0-	24,360	9,879	34,239		
Payroll Taxes	<u>13,438</u>	<u>16,597</u>	<u>4,755</u>	<u>4,657</u>	<u>436</u>	<u>3,801</u>	<u>42,684</u>	<u>4,057</u>	<u>46,741</u>		
Total salaries and related expenses	\$ 185,527	\$ 238,907	\$ 71,584	\$ 64,180	\$ 14,358	\$ 57,798	\$ 632,354	\$ 95,073	\$ 727,427		
Direct aid to individuals	10,427	-0-	-0-	-0-	-0-	-0-	10,427	-0-	10,427		
Dues and memberships	2,731	5,626	-0-	-0-	-0-	509	8,866	409	9,275		
Fund raising	-0-	-0-	-0-	-0-	-0-	-0-	-0-	6,669	6,669		
Groceries and supplies	2,898	6,906	358	-0-	-0-	-0-	10,162	3,364	13,526		
Insurance	11,675	15,856	485	900	-0-	1,473	30,389	8,038	38,427		
Interest	-0-	-0-	-0-	-0-	-0-	-0-	-0-	1,180	1,180		
In-kind contributions	15,899	6,750	8,524	2,965	-0-	-0-	34,138	29,629	63,767		
Miscellaneous	875	2,500	-0-	-0-	-0-	-0-	3,375	2,698	6,073		
Office supplies	1,083	3,800	3,676	959	-0-	921	10,339	3,112	13,551		
Payment to national support	1,403	2,930	-0-	-0-	-0-	441	4,774	649	5,423		
Postage and shipping	1,112	1,506	600	256	-0-	169	3,643	268	3,911		
Printing and duplication	955	9,262	1,230	527	-0-	278	12,252	2,814	15,066		
Professional fees	1,906	5,253	550	750	-0-	-0-	8,459	280	8,739		
Rental expense	1,632	8,928	1,847	519	-0-	587	13,513	1,482	14,995		
Repairs and maintenance	11,780	315	337	-0-	-0-	-0-	12,432	22,280	34,712		
Seminars and training	775	11,884	500	-0-	-0-	-0-	13,159	6,150	19,309		
Telephone	2,411	11,672	5,409	-0-	-0-	3,396	22,888	3,871	26,759		
Training materials	-0-	2,961	441	-0-	-0-	225	3,627	92	3,719		
Travel	3,343	10,138	703	815	2,485	-0-	17,484	3,773	21,257		
Utilities	5,250	10,095	1,156	-0-	-0-	-0-	16,501	1,064	17,565		
Depreciation and amortization	<u>19,465</u>	<u>20,763</u>	<u>6,948</u>	<u>3,901</u>	<u>590</u>	<u>3,331</u>	<u>54,998</u>	<u>3,440</u>	<u>58,438</u>		
TOTAL EXPENSES	\$ <u>281,147</u>	\$ <u>376,052</u>	\$ <u>104,348</u>	\$ <u>75,772</u>	\$ <u>17,433</u>	\$ <u>69,128</u>	\$ <u>923,880</u>	\$ <u>196,335</u>	\$ <u>1,120,215</u>		

The accompanying notes are an integral part of these financial statements.

YWCA OF MONROE, LA, INC.
Monroe, Louisiana

STATEMENT OF CASH FLOWS
For the Year Ended December 31, 1998

CASH FLOWS FROM OPERATING ACTIVITIES:

Increase in net assets	\$ 69,432
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	58,438
Loss on disposal of fixed assets	(1,669)
(Increase) decrease in operating assets:	
Grants receivable	44,475
Prepaid expenses and other assets	246
Increase (decrease) in operating liabilities:	
Accounts payable	14,709
Accrued expenses	15,898
Accrued compensated absences	<u>8,886</u>
 NET CASH PROVIDED BY OPERATING ACTIVITIES	 \$ 210,415

CASH FLOWS FROM INVESTING ACTIVITIES:

Payments for property and equipment	\$ (119,219)
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CASH FLOWS FROM FINANCING ACTIVITIES:

Note payments	<u>\$ (5,773)</u>
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NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	\$ 85,423
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CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>\$ 23,101</u>
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CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$ 108,524</u>
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YWCA OF MONROE, LA
Monroe, Louisiana

NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 1998

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES

ORGANIZATION

YWCA of Monroe, LA is the local affiliate of YWCA of the U.S.A. The local association was chartered in 1931. The YWCA provides comprehensive and integrated services to the survivors of family violence, child abuse and rape. Primary goals include strengthening and preserving the family unit through individual and family therapy and decreasing the incidence of family violence, child abuse and rape through public awareness and education. The programs serve twelve parishes in Northeast Louisiana.

PROMISE TO GIVE

Contributions are recognized when the donor makes a promise to give to the Association that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets. All receivables are due within one year.

CASH AND CASH EQUIVALENTS

For purposes of the statements of cash flows, the Association considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents.

ESTIMATES

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

FIXED ASSETS

Fixed assets acquired by YWCA are considered to be owned by YWCA. However, federal and state funding sources may maintain equitable interest in the property purchased with grant monies as well as the right to determine the use of any proceeds from the sale of these assets.

Purchases of fixed assets and major improvements in excess of \$100 are capitalized at cost. The cost of furniture and equipment acquired prior to 1965 is not determinable and, therefore, is not shown. Value for fixed assets donated prior to 1986 is not determinable and, therefore, not shown. As of January 1, 1986,

YWCA OF MONROE, LA
Monroe, Louisiana

NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 1998

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (Continued)

donated assets have been recorded at their fair market value. Depreciation is computed on the straight-line method over the asset's estimated useful life.

The net fixed asset balance has been recorded as a separate component in unrestricted net assets.

INCOME TAXES

The Association is recognized as a nonprofit corporation under the laws of the State of Louisiana and under Internal Revenue Code Section 501(c)(3). It is, therefore, exempt from federal and state corporation income taxes and no provisions are made for those taxes in the financial statements. In addition, the YWCA has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a) of the Internal Revenue Code. There was no unrelated business income for 1998.

FINANCIAL STATEMENT PRESENTATION

In 1996, the Association elected to adopt Statement of Financial Accounting Standards (SFAS) No. 117, "Financial Statement of Not-for-Profit Organizations." Under SFAS No. 117, the Association is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. In addition, the Association is required to present a statement of cash flows. As permitted by this new statement, the Association has discontinued its use of fund accounting and has, accordingly, reclassified its financial statements to present the three classes of net assets required.

BUDGET POLICY

Budgets for various programs are prepared by the Association and approved by the grantor of the funds for each respective program.

ALLOCATION OF EXPENSES TO PROGRAM ACTIVITIES

Certain expenses of the YWCA are allocated to programs based on salary costs for each program. These expenses include retirement and depreciation on the YWCA facilities.

NOTE 2 - TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets represent allocations of \$271,431 from United Way of Northeast Louisiana and Morehouse Parish for future periods. Temporarily restricted net assets are available for unrestricted use in 1999. The allocations from United Way are due within one year. Historically, differences between the amounts allocated and collected have been insignificant; therefore, no provision is made for uncollectible amounts for United Way of Northeast Louisiana. A provision of \$5,000 has been made for Morehouse Parish United Way.

YWCA OF MONROE, INC.
Monroe, Louisiana

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998

NOTE 3 - LAND, BUILDINGS AND EQUIPMENT

Major fund classes of land, building, and equipment consist of the following:

YWCA land, building and parking lot	\$ 501,132
YWCA furniture and equipment	63,708
Shelter house and improvements	138,596
Shelter house furniture and equipment	49,189
Rape crisis equipment	26,679
Family violence furniture and equipment	9,093
Rape crisis - 0066 equipment	11,549
Child abuse - 0067 equipment	13,105
Crisis Lines	8,498
Shelter Annex land, building and improvements	138,786
Leasehold Improvements, Counseling Center	<u>35,066</u>
	995,401
Less accumulated depreciation	<u>(277,563)</u>
 Net land, buildings, and equipment	 <u>\$ 717,838</u>

NOTE 4 - COMPENSATED ABSENCES

The Association's personnel policies permit carry forward of sick time; therefore, a liability for compensated absences has been recorded at December 31, 1998 in the amount of \$ 48,446. Employees are not paid for any unused sick days upon termination.

NOTE 5 - LONG-TERM DEBT

Long-term debt consists of the following:

	<u>Collateral</u>	
3.0% note, payable monthly through July, 2006, to the City of Monroe, plus interest	YWCA Building	\$ 36,188
Less current maturities		<u>5,948</u>
 Total long-term debt		 <u>\$ 30,240</u>

Interest expense paid amounted to \$1,180 in 1998.

YWCA OF MONROE, INC.
Monroe, Louisiana

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998

NOTE 5 - LONG-TERM DEBT (Continued)

Long-term debt maturities for each of the next five years:

Year Ending <u>December 31,</u>	
1999	5,948
2000	6,129
2001	6,315
2002	6,508
2003	6,706
thereafter	<u>4,582</u>
	<u>\$36,188</u>

NOTE 6 - IN-KIND CONTRIBUTIONS

In-kind contributions for funds receiving government grants consist of time donated by volunteer workers at a rate of five to ten dollars per hour established by state and federal regulatory agencies providing the grant funds and donated food, clothing, medical facilities, medical services, prescriptions, advertising and other items valued at estimated fair market value. The volunteer hours and donated food and clothing are not recorded in the financial statements.

The following in-kind contributions are recorded in the financial statements:

Facilities donated for temporary administrative offices	\$ 24,636
Facilities donated in outlying parishes for Family Violence Program	9,015
Facilities donated by St. Francis Medical Center for the Family Violence Program	8,500
Medical services and prescriptions donated by St. Francis Medical Center for the Family Violence Program	11,224
Television and Newspaper ads for the Rape Crisis Program	5,398
Furniture and fixtures donated by local business	2,100
Printing and publications donated by French Creative Group	<u>4,993</u>
Total recorded in-kind contributions	<u>\$65,866</u>

YWCA OF MONROE, INC.
Monroe, Louisiana

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998

NOTE 7 - COMMITMENTS AND CONTINGENCIES

ECONOMIC DEPENDENCE

The Association receives a substantial amount of its support from federal and state government grants and from the United Way. A significant reduction in the level of this support, if this were to occur, may have an effect on the Association's programs and activities.

LINE OF CREDIT

The YWCA entered into a line of credit agreement with a local bank on April 2, 1998. The line of credit is \$50,000 at prime plus 1% due on April 6, 1999. The line of credit was not used during 1998 and is renewed annually.

NOTE 8 - DEFINED CONTRIBUTION PLAN

The Association participates in the Young Women's Christian Association Retirement Fund, Inc. All employees must join the Fund after 24 months of employment during which they earned 2,000 hours of service. The fund is a noncontributory retirement plan, meaning the Association contributes the full amount required to be credited to each employee's account. The Association must contribute 10.5% of each covered employee's compensation. In addition, one percent of each covered employee's compensation is contributed to cover administrative cost of the plan. Retirement expense for 1998 was \$34,239.

NOTE 9 - CONCENTRATIONS OF CREDIT RISK

RECEIVABLES

The YWCA receives a substantial amount of its support from governmental entities and United Way. At December 31, 1998 accounts receivable, by type, are as follows:

State and federal governments	\$ 112,787
United Way agencies	<u>271,431</u>
	<u>\$ 384,218</u>

CASH

The YWCA has various deposit accounts at federally insured financial institutions. At December 31, 1998 the bank balances in those institutions totaled \$121,332 of which \$20,838 was uninsured.

YWCA OF MONROE, INC.
Monroe, Louisiana

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998

NOTE 10 - NET ASSETS RELEASED FROM RESTRICTIONS

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purpose or by occurrence of other events specified by donors during 1998.

Time restrictions expired:

Contributions made in 1997 for 1998	<u>\$ 263,665</u>
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NOTE 11 - LEASES

The YWCA signed a lease in July of 1998 for counseling space in West Monroe, LA under an operating lease on a monthly basis. The lease term is for seven years terminating in August, 2004. The agency rents various equipment under operating leases. Rentals, aggregating \$14,995, were charged to expenses during 1998.

Minimum future rental payments under non-cancellable operating leases as of December 31, 1998 for each of the next five years and in aggregate are:

1999	\$ 45,023
2000	41,625
2001	41,625
2002	41,625
2003	41,625

NOTE 12 - UNCERTAINTIES

The worldwide challenge facing organizations, commonly referred to as the Year 2000 (Y2K) issue, is the result of problems that may be encountered with date-related transactions on systems that have historically recognized years using two digits vs. four digits, e.g. 98 versus 1998. These systems will potentially recognize the "00" as the year 1900 instead of 2000. The implications of this problem are far reaching and could impact a full range of business services and activities.

The YWCA has conducted a study of its own systems and operations. Based on this study, the YWCA has initiated a project to take all necessary and reasonable steps to get the mission critical systems and operations Y2K compliant in a timely manner.

The total costs of the Y2K efforts are estimated to be \$48,416. As of December 31, 1998, the association had expended \$26,210 toward making its systems year 2000 compliant. The YWCA plans to make all necessary changes by July 1, 1999.

YWCA OF MONROE, LA, INC.
Monroe, Louisiana

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998

NOTE 12 - UNCERTAINTIES, continued

The assessment of the costs of the Y2K compliance effort, and the timetable for the planned completion of the internal Y2K modifications, are management's estimates. The estimates were based on numerous assumptions as to future events. There can be no guarantee that these estimates will prove accurate, and actual results could differ from those estimated if these assumptions prove inaccurate. Additionally, there can be no absolute guarantee that significant third parties will successfully and timely convert their systems.

**YWCA OF MONROE, LA , INC.
Monroe, Louisiana**

**SCHEDULE OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 1998**

	<u>Federal CFDA Number</u>	<u>Fiscal Period</u>	<u>Program or Award Amount</u>	<u>Federal Expenditures</u>
<u>Department of Housing and Urban Development</u>				
Through City of Monroe, LA	14.231	1996-98	\$ 22,000	\$ 5,562
HUD Emergency Shelter Grants Program		1997-99	11,700	4,360
<u>Department of Justice</u>				
Through Louisiana Commission on Law Enforcement Crime Victim Assistance:				
Rape Crisis	*16.575	1997-98	53,879	41,791
		1998-99	32,154	6,619
Family Violence Shelter	*16.575	1997-98	205,388	150,594
		1998-99	138,683	33,786
Child Abuse	*16.575	1997-98	87,298	62,940
		1998-99	82,741	14,607
Violence Against Women Act Domestic Violence Services	16.588	1997-98	19,038	18,516
		1998-99	20,985	7,032
Sexual Assault Services	16.588	1997-98	37,512	33,620
		1998-99	39,008	14,427
Prosecution Training	16.588	1997-98	10,000	7,242
Law Enforcement Training	16.588	1997-98	10,000	9,344
<u>Department of Health and Human Services</u>				
Through Louisiana Department of Health and Hospitals				
Rape Crisis	93.991	1995-98	105,600	49,623
		1998-2000	118,013	23,672
Through Louisiana Office of Community Services				
Social Services Block Grant	93.667	1997-98	30,000	17,167
Through Louisiana Office of Women's Services				
Family Violence Prevention and Services	93.671	1997-98	44,172	<u>41,539</u>
*Denotes major programs				<u>\$542,441</u>

Bonnie T. Robinette, CPA

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

To the Board of Directors
YWCA of Monroe, LA, Inc.
Monroe, Louisiana

I have audited the financial statements of YWCA of Monroe, LA, Inc. As of and for the year ended December 31, 1998, and have issued my report thereon dated May 6, 1999. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

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

Internal Control Over Financial Reporting

In planning and performing my audit, I considered YWCA of Monroe, LA, Inc.'s internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

This report is intended for the information of the audit committee, management, the Legislative Auditor of the State of Louisiana, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than those specified parties.


BONNIE T. ROBINETTE, CPA

Monroe, Louisiana
May 6, 1999

Bonnie T. Robinette, CPA

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

To the Board of Directors
YWCA of Monroe, LA, Inc.
Monroe, Louisiana

Compliance

I have audited the compliance of YWCA of Monroe, LA, Inc. with the types of compliance requirements described in the *U.S. Office of management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended December 31, 1998. YWCA of Monroe, LA, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of YWCA of Monroe, LA, Inc.'s management. My responsibility is to express an opinion on YWCA of Monroe, LA, Inc.'s compliance based on my audit.

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

In my opinion, YWCA of Monroe, LA, Inc. complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 1998.

Internal Control Over Compliance

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

My consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts, and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over compliance and its operation that I consider to be material weaknesses.

This report is intended for the information of the audit committee, management, the Legislative Auditor of the State of Louisiana, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.


BONNIE T. ROBINETTE, CPA

Monroe, Louisiana
May 6, 1999

**YWCA OF MONROE, LA, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 1998**

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued: *unqualified*

Internal control over financial reporting:

- * Material weakness(es) identified? Yes X No
- * Reportable condition(s) identified that are
not considered to be material weaknesses? Yes X None reported
- Noncompliance material to financial
statements noted? Yes X No

Federal Awards

Internal control over major programs:

- * Material weakness(es) identified? Yes X No
- * Reportable condition(s) identified that are
not considered to be material weaknesses? Yes X None reported

Type of auditor's report issued on compliance for major programs: *unqualified*

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133? Yes X No

Identification of major programs:

<i>CFDA Number(s)</i>	<i>Name of Federal Program or Cluster</i>
16.575	Crime Victim Assistance

Dollar threshold used to distinguish between type A and type B programs: \$ 300,000

Auditee qualified as low-risk auditee? X Yes No

**YWCA OF MONROE, LA, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 1998**

SECTION II - FINANCIAL STATEMENT FINDINGS

NONE

SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

NONE