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SISTERS OF ST JOSEPH -
ST. PAUL CENTER, INC.
COMPILATION/ATTESTATION REPORTS
FOR THE YEAR ENDED JUNE 30, 2004

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the 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 11-10-04

Certified Public Accountant



Donald C. DeVille

Member
American Institute CPAs

Member
Louisiana Society CPAs

7829 BLUEBONNET BLVD.
BATON ROUGE, LA 70810
(225) 767-7829

July 20, 2004

To the Members of the Board
Sisters St. Joseph - St. Paul Center, Inc.
Baton Rouge, LA

I have compiled the accompanying Statement of Financial Position as of June 30, 2004, and the related Statement of Activities and Cash Flows for the year then ended, in accordance with Statements on Standards for Accounting and Review Services issued by American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

Respectively submitted,

Donald C. DeVille

SISTERS OF ST. JOSEPH - ST. PAUL CENTER, INC.
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2004

ASSETS

CURRENT ASSETS

PETTY CASH	\$70.53	
CASH IN BANK	5,119.81	
CASH - SAVINGS	99,507.69	
A/R - TEEN PREG PREVENTION	4,765.00	
A/R - EDUCATION	3,858.75	
A/R - LABOR GRANT	807.38	
A/R - K GIE	6,878.60	
A/R - CDBG	2,662.66	
A/R-SNACK SHOP	250.00	
A/R - NBR	2,500.00	
TOTAL CURRENT ASSETS		\$126,420.42

FIXED ASSETS

OFFICE EQUIPMENT	38,355.47	
VEHICLE	17,713.30	
MODULAR BUILDINGS	207,943.70	
ACCUMULATED DEPRECIATION	(95,178.36)	
TOTAL FIXED ASSETS		168,834.11

OTHER ASSETS

DEPOSIT - LWCC	199.00	
TOTAL OTHER ASSETS		199.00

TOTAL ASSETS

295,453.53

LIABILITIES

CURRENT LIABILITIES

FEDERAL INCOME TAX PAYABLE	\$2,229.42	
STATE INC TAX W/H	566.92	
ESCROW-BROEMNELSICK	975.00	
ESCROW-THOMAS	1,950.00	
TOTAL CURRENT LIABILITIES		\$5,721.34

TOTAL LIABILITIES

5,721.34

NET ASSETS

NET ASSETS	289,732.19	
TOTAL NET ASSETS		289,732.19

TOTAL LIABILITIES & NET ASSETS

295,453.53

(See Accountant's Compilation Report)

SISTERS ST. JOSEPH - ST. PAUL CENTER, INC.

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2004

INCOME	
CONTRIBUTIONS	\$67,563.51
20TH ANNIVERSARY	7,990.00
TPPP	73,609.94
DEPARTMENT OF EDUCATIO	44,044.41
DEPT OF LABOR	9,999.99
INTEREST INCOME	940.42
REVENUE-ED CARRYOVER	45,000.00
CDBG	2,662.66
KIP HOLDEN NBRT GRANT	5,000.00
OTHER INCOME	3,354.30
SNACK SHOP	(754.83)
	<hr/>
TOTAL INCOME	259,410.40
	<hr/>
EXPENSES	
ACCOUNTING	1,700.00
VEHICLE EXPENSE	2,913.07
EMERGENCY ASSISTANCE	3,532.11
CASUAL LABOR	1,005.00
GIFTS & MEETINGS	232.04
DEPRECIATION	11,302.49
EDUCATIONAL SUPPLIES	1,948.07
INSURANCE	8,052.58
EMPLOYEE BENEFITS	8,487.89
EDUCATIONAL MATERIAL	1,429.34
JANITORAL-TRASH	311.11
OFFICE EXPENSE	3,492.97
POSTAGE	908.53
REPAIRS & MAINTENANCE	1,067.97
SALARIES	135,474.97
SUPPLIES	221.09
TAXES, LICENCES AND FE	621.02
TAXES - PAYROLL	9,966.44
TELEPHONE	2,284.74
TRAVEL & SEMINAR	4,404.73
UTILITIES	4,125.30
RELIGIOUS	48,824.27
MISCELLANEOUS	221.08
FIELD TRIPS	793.43
SECURITY	360.00
SPECIAL EVENTS	2,913.23
STIPEND	5,916.00
INCENTIVES	4,755.58
RETREAT	4,261.06
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TOTAL EXPENSES	271,526.15
	<hr/>
NET DECREASE IN NET ASSETS	(12,115.75)
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(See Accountant's Compilation Report)

SISTERS ST. JOSEPH - ST. PAUL CENTER, INC.
STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2004

CASH FLOWS FROM OPERATING ACTIVITIES:

Increase (Decrease) in Net Assets \$ (12,115.75)

Adjustments To Reconcile Increase In Net Assets
To Net Cash Provided By Operating Activities:

Depreciation 11,302.49

(Increase) Decrease In Operating Assets:

Accounts Receivables 1,804.16

Employee Loan (6,178.60)

Increase (Decrease) In Operating Liabilities:

Employee Withholding 239.85

Escrow 2,925.00

NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES (2,022.85)

CASH FLOWS FROM INVESTING ACTIVITIES:

Purchase of Equipment (0.00)

NET INCREASES (DECREASE) IN CASH (2,022.85)

CASH AND CASH EQUIVALENTS, Beginning of Year 106,720.88

CASH AND CASH EQUIVALENTS, End of Year 104,698.03

(See Accountant's Compilation Report)

SISTERS ST. JOSEPH - ST. PAUL CENTER, INC.
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2004

NOTE #1. NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

The Sisters of St. Joseph - St. Paul Center, Inc. is a Louisiana non-profit corporation, first began in 1983 and then incorporated in 1987 to be operated exclusively for charitable and educational purposes, including: extended educational opportunities to the adult population be they free or imprisoned; offering social services with a specified area to those in financial distress.

BASIS OF ACCOUNTING:

The financial statements of the Organization have been prepared on the GAAP basis of accounting.

BASIS OF PRESENTATION:

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Statement of Financial Accounting Standards No. 117 (SFAS No. 117), Financial Statements of Not-for-Profit Organizations. Under FAS No. 117, the Organization 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.

USE OF ESTIMATES:

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

REVENUE RECOGNITION:

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions.

All donor-restricted contributions are reported as increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

CONTRIBUTED SERVICES:

The organization receives a substantial amount of services donated. No amounts have been reflected in the financial statements for those services since they do not meet the criteria for recognition under SFAS No. 116, Accounting for Contributions Received and Contributions Made.

SISTERS ST. JOSEPH - ST. PAUL CENTER, INC.
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2004

INCOME TAX:

The Organization is exempt from Federal Income Taxes under Section 501 (c) (3) of the Internal Revenue Code, and has been designated as an organization which is not a private foundation.

CASH EQUIVALENTS:

Cash equivalents consist of short-term, highly liquid investments which are readily convertible into cash within ninety (90) days of purchase.

PREPAID:

Insurance and similar services which extend over more than one accounting period have been recorded as expense.

FIXED ASSETS:

Acquisitions of property and equipment in excess of \$500 are capitalized. Property and equipment are carried at cost or if donated, at the approximate fair value at the date of donation. Depreciation has not been computed.

CONCENTRATION OF CREDIT RISK

The Organization maintains investments with a commercial bank, which sometimes may exceed the amount insured by the Federal Deposit Insurance Corporation of \$100,000.

CONCENTRATION OF SUPPORT

During the year ended **June 30, 2004**, the Organization derived approximately 95% of its revenue from the Federal and State grants.

NOTE #2. CASH

As of **June 30, 2004**, the organization had cash and cash equivalent (book balances) totaling **\$104,698**. These deposits are stated at cost, which approximates market. Accounts at an institution are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$100,000. The cash at all of these institutions exceed Federally insured limits by **\$4,698** and are at risk.

SISTERS ST. JOSEPH - ST. PAUL CENTER, INC.
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2004

NOTE #3. EQUIPMENT

Equipment at year-end consist of the following:

Equipment	\$38,355.47
Vehicle	17,713.30
Buildings	207,943.70
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	264,012.47
Less: Accumulated Depreciation	(95,178.36)
	<hr/>
Equipment Book Value	<u>168,834.11</u>

NOTE #4 - RISK MANAGEMENT

The Sisters of St. Joseph - St. Paul Center, Inc. is exposed to various risks of loss related to torts, theft of, damage of and destruction of assets; errors and omissions and natural disasters for which the organization carries commercial insurance. There have been no significant reductions in coverage from prior year and settlements have not exceeded coverage in the past three years.

NOTE #4. CONTINGENCIES

The Sisters of St. Joseph - St. Paul Center, Inc. received a portion of its revenues from government grants and contracts, all of which are subject to audit by the governments. The ultimate determination of amounts received under these programs generally is based upon allowable cost reported to and are subject to audit by the government. Until such audits, if any, there exists a contingency to refund any amount received in excess of allowable cost. Management is of the opinion that no material liability will result from such audits.

ATTESTATION REPORT

Certified Public Accountant



Donald C. DeVille

Member
American Institute CPAs

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Louisiana Society CPAs

7829 BLUEBONNET BLVD.
BATON ROUGE, LA 70810
(225) 767-7829

Independent Accountant's Report
on Applying Agreed-Upon Procedures

July 20, 2004

To the Members of the Board
Sisters of St. Joseph - St. Paul Center
3920 Gus Young Ave.
Baton Rouge, LA 70802

I have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the management of Sisters of St. Joseph - St. Paul Center, Inc. and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Sisters of St. Joseph - St. Paul Center, Inc.'s compliance with certain laws and regulations during the year ended **June 30, 2004**, included in the accompanying Louisiana Attestation Questionnaire. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Federal, State and Local Awards

1. Determine the amount of Federal, State and local award expenditures for the fiscal year by grant and grant year.

State:

TEEN PREGNANCY PREVENTION PROGRAM	\$73,610
DEPARTMENT OF EDUCATION	44,044
DEPARTMENT OF LABOR	10,000
REVENUE-ED CARRYOVER	45,000

2. Randomly select 6 disbursements made during the period under examination and:

(a) trace payments to supporting documentation as to proper amount and payee;

I examined supporting documentation for each of the six randomly selected disbursements and found that payments was for the proper amount and made to the correct payee.

(b) determine if payments were properly coded to the correct fund and general ledger account; and

All of the payments were properly coded to the correct fund and general ledger account.

(c) determined whether payments received approval from proper authorities.

Inspection of documentation supporting each of the six selected disbursements indicated approvals from the director.

Meetings

3. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

I reviewed the minutes of Sisters of St. Joseph - St. Paul Center, Inc..

Comprehensive Budget

4. Obtained a copy of the legally adopted budget and all amendments.

I obtained a copy of the total games budget filed with the State of Louisiana with the anticipated use of funds and objectives of the project.

I was not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, I do not express such an opinion.

Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

This report is intended solely for the use of management of Sisters of St. Joseph - St. Paul Center, Inc. and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, this report is a matter of public record and its distribution is not limited.

Under Louisiana Revised Statutes 24:513, this report is distributed by the Legislative Auditor as a public document.

Respectfully submitted

David O. Deville

SISTERS OF ST. JOSEPH - ST. PAUL CENTER, INC.
SCHEDULE OF PRIOR YEARS AUDIT FINDINGS
YEAR ENDED DECEMBER 31, 2004

<u>REF</u> <u>NO.</u>	<u>FISCAL YEAR</u> <u>FINDING</u> <u>INITIALLY</u> <u>OCCURRED</u>	<u>DESCRIPTION OF FINDING</u>	<u>CORRECTIVE</u> <u>ACTION TAKEN</u> <u>(YES,NO,PARTIALLY)</u>	<u>CORRECTIVE</u> <u>ACTION/PARTIAL</u> <u>CORRECTIVE</u> <u>ACTION TAKEN</u>
1.	6-30-02	Board Meetings Not Publicized.	Yes	Board Post Adgenda 24 Hours In Advance Of Meetings

* * * *

SISTERS OF ST. JOSEPH - ST. PAUL CENTER, INC.
SCHEDULE OF CURRENT YEAR FINDINGS
YEAR ENDED JUNE 30, 2004

NONE

SISTERS OF ST. JOSEPH - ST. PAUL CENTER, INC.
CORRECTIVE ACTION PLAN FOR CURRENT YEAR FINDINGS
YEAR ENDED JUNE 30, 2004

REF NO.	DESCRIPTION OF FINDING	CORRECTIVE ACTION PLANNED	NAME OF CONTACT PERSON	ANTICIPATED COMPLETION DATE
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NOT APPLICABLE

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

7-20-04 (Date Transmitted)

DONALD C DEVILLE, CPA
7829 BLUEBONNET BLVD
BATON ROUGE, LA 70810 (Auditors)

In connection with your compilation of our financial statements as of June 30, 2004 and for the period then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulation and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of (date of completion/representation).

Federal, State, and Local Awards

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

Yes No

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

Yes No

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

Yes No

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

Yes No

Open Meetings

Our meetings, as they relate to public funds, have been posted as an open meeting as required by LSA-RS 42:1 through 42:12 (the open meetings law).

Yes No

Budget

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

Yes No

Prior Year Comments

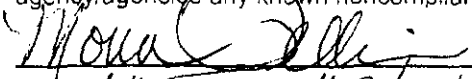
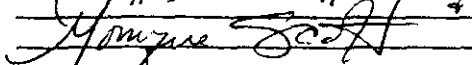

We have resolved all prior-year recommendations and/or comments.

Yes No

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

documentation relating to the federal, state, and local grants, to include the applicable laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We will also disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance which may occur up to the date of your report.

	Secretary	Date	7/21/04
	Treasurer	Date	7/21/04
	President	Date	7/21/04