CENTER FOR CHILDREN AND FAMILIES, INC. -SERVING NORTHEAST LOUISIANA

FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORT

JUNE 30, 2004 AND 2003

Under provisions of state law, this report is a public document. Acopy 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 1-19-05

CENTER FOR CHILDREN AND FAMILIES, INC. - SERVING NORTHEAST LOUISIANA

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
CENTER FOR CHILDREN AND FAMILIES, INC.
Monroe, Louisiana

We have audited the accompanying statements of financial position of CENTER FOR CHILDREN AND FAMILIES, INC. as of June 30, 2004, and the related statements of activities, cash flows and functional expenses for the year then ended. These financial statements are the responsibility of CENTER FOR CHILDREN AND FAMILIES, INC.'s management. Our responsibility is to express an opinion on these financial statements based on our audit. The financial statements of CENTER FOR CHILDREN AND FAMILIES, INC. as of June 30, 2003 were audited by other auditors whose report dated October 16, 2003 expressed an unqualified opinion on those statements.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of CENTER FOR CHILDREN AND FAMILIES, INC. as of June 30, 2004, and the changes in its net assets and cash flows for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated December 1, 2004 on our consideration of CENTER FOR CHILDREN AND FAMILIES, INC.'s internal control over financial reporting and our tests of its compliance laws, regulations, contracts, and grants. That report is integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

December 1, 2004

bond + Jourgnant, LLC

CENTER FOR CHILDREN AND FAMILIES, INC. -SERVING NORTHEAST LOUSIANA STATEMENTS OF FINANCIAL POSITION JUNE 30, 2004 AND 2003

ASSETS

		2004		2003
CURRENT ASSETS				
Cash	\$	834	\$	49,750
Grants Receivable		80,975		69,568
Total Current Assets		81,809		119,318
PROPERTY AND EQUIPMENT				
Furniture and Equipment		1,904		1,904
Less: Accumulated Depreciation		(1,754)		(1,445)
Total Property and Equipment		150		459
OTHER ASSETS				
Refundable Deposits		300		300
Total Other Assets		300		300
TOTAL ASSETS	\$	82,259		120,077
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accrued Payroll Taxes and Expenses	\$	6,386	\$	14,328
Line of Credit	•	25,058	_	64,156
Total Current Liabilities		31,444		78,484
NET ASSETS				
Unrestricted		48,565		37,541
Temporarily Restricted		2,250		4,052
Total Net Assets		50,815		41,593
TOTAL LIABILITIES AND NET ASSETS	\$	82,259	\$	120,077

CENTER FOR CHILDREN AND FAMILIES, INC. SERVING NORTHEAST LOUSIANA
STATEMENTS OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2004 WITH COMPARATIVE TOTALS FOR 2003

2003 Total	\$ 786,742 11,794 24,445	822,981	813,427	813,427	32,039
2004 Total	\$ 886,049 8,090 35,254 127	929,520	888,915 3,213 28,170	920,298	41,593
Temporarily Restricted	\$ 7,205	(1,802)	1 1	- (208.1)	4,052
Unrestricted	\$ 878,844 8,090 35,254 127 -	931,322	888,915 3,213 28,170	920,298	37,541
REVENUES, SUPPORT AND RECLASSIFICATIONS	Government Grants and Contracts (Note 6) Contributions Fundraising Other Income Net assets released from restrictions: Restrictions Satisfied by Payments	Total Revenues, Support and Reclassifications EXPENSES	Program Services Management and General Fund Raising	Total Expenses CHANGES IN NET ASSETS	NET ASSETS AT BEGINNING OF YEAR NET ASSETS AT END OF YEAR

CENTER FOR CHILDREN AND FAMILIES, INC. SERVING NORTHEAST LOUSIANA STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED JUNE 30, 2004 AND 2003

		<u>2004</u>		2003
CASH FLOWS FROM OPERATING ACTIVITIES:				
Change in net assets	\$	9,222	\$	9,554
Adjustments to reconcile change in net assets to				
net cash provided (used) by operating activities:				
Depreciation		309		380
Decrease in refundable deposits		-		75
(Increase) decrease in accounts receivable		(11,407)		26,580
(Decrease) increase in accrued expenses		(7,942)		(14,623)
Total adjustments		(19,040)		12,412
Net cash provided (used) by operating activities		(9,818)		21,966
CASH FLOWS FROM INVESTING ACTIVITIES:				
Payments for property and equipment		<u>-</u>		_
Net cash provided by financing activities				-
CASH FLOWS FROM FINANCING ACTIVITIES:				
Proceeds from line of credit		540,160		200,504
Payments on line of credit	_ (579,258)	((172,770)
Net cash provided by financing activities		(39,098)		27,734
NET INCREASE (DECREASE) IN CASH	ı	(48,916)		49,700
CASH AT BEGINNING OF YEAR		49,750		50
CASH AT END OF YEAR	_\$	834	\$	49,750
SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION:				
Cash paid during the year for interest	\$	2,904		1,454

CENTER FOR CHILDREN AND FAMILIES, INC. SERVING NORTHEAST LOUSIANA
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2004 WITH COMPARATIVE TOTALS FOR 2003

	Decorress	Management		2004 Total	2003
	Services	General	Fundraising	Expenses	Expenses
Advertising/Promotion	\$ 315	, 64	<i>\</i>	\$ 315	\$ 1.736
Dues and Subscriptions	220	ı			695
Fixed Asset Purchases	53,892	•	•	53,892	45,594
Fund Raising	•	1	8,079	8,079	8,297
Insurance	10,936	•	ı	10,936	8,459
Interest	296	2,608	•	2,904	1,454
Legal and Professional	25,203		9,836	35,039	11,360
Meetings/Seminars	35,893	,	•	35,893	29,486
Miscellaneous	10,035	152	9,158	19,345	13,867
Office	14,031	144		14,175	18,295
Postage	5,172	ı	1	5,172	4,683
Project Coordination	603,272	•	71	603,343	558,298
Rent	56,586	•	r	56,586	53,000
Repairs and Maintenance	25,184	,		25,184	22,386
Training	19,101		•	19,101	12,262
Utilities	28,779	1	1,026	29,805	23,175
Depreciation	•	309	•	309	380
			,	1	1
Totals	\$ 888,915	\$ 3,213	\$ 28,170	\$ 920,298	\$ 813,427

CENTER FOR CHILDREN AND FAMILIES, INC.-SERVING NORTHEAST LOUISIANA NOTES TO FINANCIAL STATEMENTS JUNE 30, 2004 AND 2003

1. Organization and Nature of Business

Center for Children and Families, Inc.-Serving Northeast Louisiana (CCF) is a not-for profit public service Association organized under the laws of the State of Louisiana on February 8, 1999. CCF was organized for the advocacy of children in the court and foster care systems within the Fourth District of Louisiana, and to do any and all things germane, incidental, and necessary to carry these objects and purposes into full effect.

Revenues are derived primarily from the following:

- a) State of Louisiana
- b) Contributions from the general public
- c) Fund raising efforts

On January 13, 2004, Center for Children and Families, Inc.-Serving Northeast Louisiana changed its legal name from CASA of Northeast Louisiana, Inc. (Court Appointed Special Advocates) to better represent to the public its function of helping youth and juvenile offenders and their families.

2. Summary of Significant Accounting Policies

a) Financial Statement Presentation:

CCF has adopted Statement of Financial Accounting Standards (SFAS) No. 117, "Financial Statements of Not-for-Profit Organizations." Under SFAS No. 117, CCF is required to report information regarding its financial position and activities based on the absence or existence of donor-imposed restrictions. Accordingly, net assets of CCF and changes therein may be classified as follows:

<u>Unrestricted net assets</u> - Net assets that are not subject to donor-imposed stipulations. Some unrestricted net assets may be designated by the Board for specific purposes.

<u>Temporarily restricted net assets</u> – Net assets subject to donor-imposed stipulations that may or will be met by actions of CCF and/or by the passage of time.

<u>Permanently restricted net assets</u> – Net assets subject to donor-imposed stipulations that they be maintained permanently by CCF. Generally, donors permit all or part of the income earned on these assets to be used for general or specific purposes. CCF has no permanently restricted net assets as of June 30, 2004.

b) Basis of Accounting:

CCF prepares its financial statements on the accrual basis of accounting in accordance with U.S. generally accepted accounting principles. Accordingly, revenues are recognized when earned and expenses are recognized when incurred.

2. Summary of Significant Accounting Policies (continued)

e) Contributions:

CCF has adopted SFAS No. 116; "Accounting for Contributions Received and Contributions Made." In accordance with SFAS No. 116, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence and/or nature of any donor-imposed restrictions.

d) Promises to Give:

Contributions are recognized when the donor makes a promise to give to CCF 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 classified to unrestricted net assets.

e) Contributed Goods and Services:

During the years ended June 30, 2004 and 2003, the value of contributed services meeting the requirements for recognition in the financial statements was not material and has not been recorded. However, significant numbers of volunteers donate substantial time and effort to aid CCF in generating, distributing, and managing funds.

d) 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.

e) Property and Equipment:

Furniture and equipment is stated at cost less accumulated depreciation. Depreciation is computed using the straight-line method over the following estimated useful lives:

Asset Estimated Life

Office Equipment 5 years

All expenditures for fixed assets in excess of \$1,000 are capitalized with the exception of assets purchased with TANF funds, which are expensed when incurred.

f) Advertising:

Costs of advertising are expensed as incurred; total advertising costs were \$315 and \$1,736 for the years ending June 30, 2004 and 2003, respectively.

g) Cash Equivalents:

For purposes of the statement of cash flows, CCF considers all highly liquid investments purchased with maturities of three months or less to be cash equivalents. All cash on deposit with financial institutions is fully secured through a combination of deposit insurance and collateralization of sufficient U.S. Government securities owned by the institution.

2. Summary of Significant Accounting Policies (continued)

h) Concentration of Credit Risk:

CCF has receivables from the State of Louisiana and other organizations for reimbursement of costs incurred under grant agreements. This amount at June 30, 2004 was \$80,975. The concentration of credit risk on this amount is low, as it relates to receivables from the State of Louisiana.

CCF places it financial instruments with a local high credit quality bank. The accounts are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$100,000.

i) Income Taxes:

CCF is exempt from federal and state income taxation under Section 501(c)(3) of the Internal Revenue Code. Therefore, no provision for income taxes has been made in these financial statements.

j) Functional Allocation of Expenses:

Expenses by function have been allocated among program and supporting services classifications on the basis of estimates made by CCF's management. Expenses are charged to each program based on direct expenditures incurred.

3. Accounts Receivable

Accounts receivable due CCF at year-end are as follows:

	2004	2003
Children's Justice Act	4,432	-
TANF Grant	76,543	69,568
Total accounts receivable	80,975	69,568

4. Fixed Assets

Fixed assets at June 30, 2004 and 2003 are composed of the following:

	2004	2003
Office equipment	1,904	1,904
Less accumulated depreciation	(1,754)	(1,445)
Net book value of fixed assets	150	459

Total depreciation expense charged to operations was \$309 and \$380 for the years ended June 30, 2004, and 2003, respectively.

5. <u>Line of Credit</u>

CCF established an unsecured \$120,000 line of credit as of September 12, 2003 with a local bank. It matures on September 12, 2006 and has a variable rate of interest. The line was increased by \$50,000 from its original amount at June 30, 2003. The balance outstanding at June 30, 2004 and 2003 was \$25,058 and \$64,156, respectively.

6. Government Grants and Contracts

Government grants and contracts are as follows:

	2004	2003
Chase Foundation	2,500	2,300
CJA (Children's Justice Act)	4,432	
IOLTA (Louisiana Bar Association)	7,205	9,353
TANF (Temporary Assistance for Needy Families)	865,128	774,089
VOCA (Victims of Criminal Act)	6,784	~
Young Lawyers	-	1,000
Total Government Grants and Contracts	886,049	786,742

7. IOLTA Grant

The following summarizes activity for the grant monies received from the Louisiana Bar Association IOLTA program for the years ended June 30, 2004 and 2003.

	_2004	2003
Grant receipts	7,205	9,353
Expenditures:		
Project coordinator - IOLTA	(9,007)	(13,301)
Excess (deficit) revenue over expenditures	(1,802)	(3,948)

The grant agreement specifies these funds should be classified as temporarily restricted funds and should be separately disclosed within the financial statement. The funds shown above represent the only temporarily restricted net assets at June 30, 2004 and 2003.

8. Commitments

CCF leases its buildings, generally in one year terms with options to renew each year, under operating lease arrangements. Future minimum lease payments for the next five years ending June 30 are as follows:

2005	51,464
2006	-
2007	-
2008	-
2009	-
	51,464

9. Concentration of Contributions

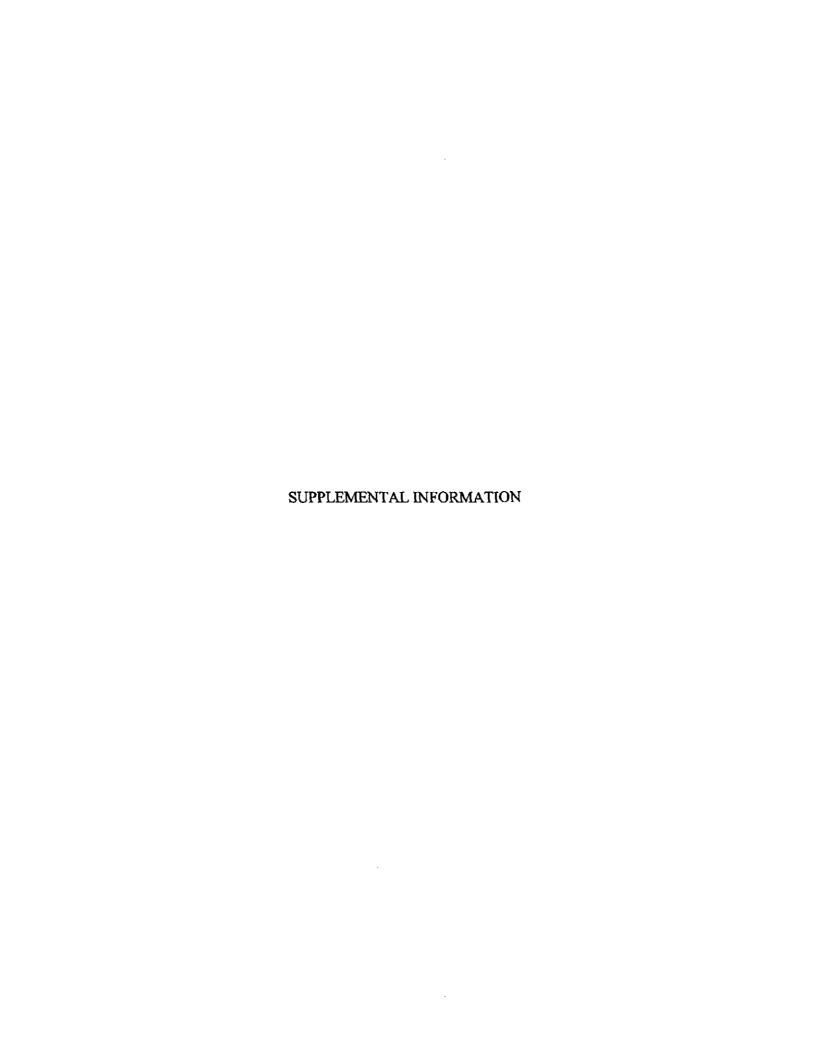
CCF has contracted with the Louisiana Supreme Court to to receive TANF funds to provide certain services to the area. Approximately 93% of its funding is generated from this single grant. The remaining is generated from public contributions, other grants and interest income.

10. Fair Value of Financial Instruments

CCF's financial instruments, none of which are held for trading purposes, consist primarily of cash on deposit at financial institutions (including certificates of deposit). CCF estimates that the fair value of all financial instruments at June 30, 2004 and 2003 does not differ materially from the aggregate carrying values of its financial instruments recorded in the accompanying statements of financial position.

11. Reclassifications

Certain reclassifications were made to the 2003 financial statements to make them comparable to the 2004 presentation.



CENTER FOR CHILDREN AND FAMILIES, INC. SERVING NORTHEAST LOUSIANA
SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE
FOR THE YEAR ENDED JUNE 30, 2004

		Expenditures			866,311	866,311
	Revenue	Recognized			865,128	865,128
Total	Grant	Award			1,022,565	1,022,565
Grant Period	Through			8/31/2004		
	Grant	From			9/1/2003	
Federal	CFDA	Number			93.558	
Federal Grantor/	Pass-Through Grantor Name	Program Title	United States Department of Health and	Passed through State of Louisiana Judicial Branch:	TANF (Temporary Assistance for Needy Families)	Total Federal Financial Assistance

OTHER INDEPENDENT AUDITORS' REPORTS



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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
CENTER FOR CHILDREN AND FAMILIES, INC.
Monroe, Louisiana

We have audited the general purpose financial statements of CENTER FOR CHILDREN AND FAMILIES, INC. as of and for the year ended June 30, 2004, and have issued our report thereon dated June 30, 2004. 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.

Compliance

As part of obtaining reasonable assurance about whether CENTER FOR CHILDREN AND FAMILIES, INC.'s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with 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 instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered CENTER FOR CHILDREN AND FAMILIES, INC.'s internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our 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. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of the board of directors, management, federal awarding agencies and pass-through entities, and others within the organization and is not intended to be and should not be used by anyone other than these specific parties.

December 1, 2004

Bond + Invignant, LIC



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INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS
APPLICABLE TO EACH MAJOR PROGRAM AND ON INTERNAL CONTROL
OVER COMPLIANCE WITH OFFICE OF MANAGEMENT AND
BUDGET (OMB) CIRCULAR A-133

The Board of Directors
CENTER FOR CHILDREN AND FAMILIES, INC.
Monroe, Louisiana

Compliance

We have audited the compliance of CENTER FOR CHILDREN AND FAMILIES, 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 June 30, 2004. CENTER FOR CHILDREN AND FAMILIES, 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 CENTER FOR CHILDREN AND FAMILIES, INC.'s management. Our responsibility is to express an opinion on CENTER FOR CHILDREN AND FAMILIES, INC.'s compliance based on our audit.

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 of the United States; and the provisions of Office of Management and Budget (OMB) Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the CENTER FOR CHILDREN AND FAMILIES, INC.'s compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the CENTER FOR CHILDREN AND FAMILIES, INC.'s compliance with those requirements.

In our opinion, the CENTER FOR CHILDREN AND FAMILIES, 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 June 30, 2004.

Internal Control over Compliance

The management of CENTER FOR CHILDREN AND FAMILIES, 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 our audit, we considered the CENTER FOR CHILDREN AND FAMILIES, INC.'s internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on interal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that 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. We noted no matters involving the internal control over compliance and its operations that we considered to be material weaknesses.

This report is intended solely for the information and use of the board of directors, management, federal awarding agencies and pass-through entities, the Lousiana Legislative Auditor and others within the organization and is not intended to be and should not be used by anyone other than these specified parties.

December 1, 2004

Bond + Tousignant, LLC

CENTER FOR CHILDREN AND FAMILIES, INC. – SERVING NORTHEAST LOUISIANA SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2004

A. Summary of Audit Results

- 1. The auditor's report expresses an unqualified opinion on the general purpose financial statements of Center for Children and Families, Inc.
- 2. No reportable conditions relating to the audit of the financial statements are reported.
- 3. No instances of noncompliance material to the financial statements of Center for Children and Families, Inc. were disclosed during the audit.
- 4. No reportable conditions relating to the audit of a major federal award program are reported.
- 5. The auditor's report on compliance for the major federal award programs for Center for Children and Families, Inc. expresses an unqualified opinion.
- 6. There were no audit findings relative to major federal award programs for Center for Children and Families, Inc.
- 7. The programs tested as major programs included:

Program CFDA No.

TANF (Temporary Assistance for Needy Families)

- 93.558
- 8. The threshold for distinguishing Types A and B programs was \$500,000.
- 9. Center for Children and Families, Inc. was determined to be a low-risk auditee.
- 10. No management letter was issued related to the financial statements for the year ended June 30, 2004.
- B. Findings and Questioned Costs Financial Statement Audit

None

C. Findings and Questioned Costs - Major Federal Award Programs

None

CENTER FOR CHILDREN AND FAMILIES, INC. – SERVING NORTHEAST LOUISIANA SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2004

No findings were reported as a result of the prior year's audit.