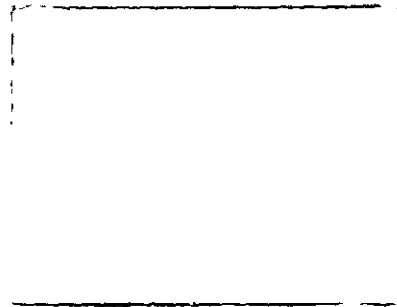


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THE NEW START CENTER
FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2004

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 1-26-05

THE NEW START CENTER

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors
The New Start Center
St. Martinville, Louisiana

We have reviewed the accompanying statement of financial position of The New Start Center (a non-profit organization) as of June 30, 2004 and the related statements of activities and cash flows for the year then ended in accordance with *Statements on Standards for Accounting and Review Services* issued by the American Institute of Certified Public Accountants. All information in these financial statements is the representation of the management of The New Start Center.

A review consists principally of inquiries of Organization personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express such an opinion.

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

In accordance with the *Louisiana Governmental Audit Guide* and the provisions of state law, we have issued a report dated December 9, 2004, on the results of our agreed-upon procedures.

Guidry, Chauvin & Taylor
A Corporation of Certified Public Accountants

Franklin, Louisiana
December 9, 2004

THE NEW START CENTER
STATEMENT OF FINANCIAL POSITION
June 30, 2004

ASSETS

CURRENT ASSETS

Cash	\$ 8,682
Due from other agencies	<u>17,670</u>
Total current assets	26,352

FIXED ASSETS

Property and equipment, net	19,884
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OTHER ASSETS

Security deposit	<u>550</u>
------------------	------------

Total assets	<u>\$ 46,786</u>
--------------	------------------

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accrued liabilities	\$ 4,286
Note payable	<u>3,500</u>
Total current liabilities	7,786

NET ASSETS

Unrestricted	<u>39,000</u>
--------------	---------------

Total liabilities and net assets	<u>\$ 46,786</u>
----------------------------------	------------------

See accompanying notes and accountant's report.

THE NEW START CENTER
STATEMENT OF ACTIVITIES
Year ended June 30, 2004

REVENUES, GAINS AND OTHER SUPPORT

Grant revenues	\$ 187,681
Contributions	15,044
Fundraising events	22,152
Interest revenue	<u>48</u>
Total revenues, gains and other support	<u>224,925</u>

EXPENSES AND LOSSES

Program expenses	180,105
General and administrative expenses	39,067
Fundraising expenses	<u>6,507</u>
Total expenses	<u>225,679</u>

Change in net assets (754)

Net assets, beginning of year 39,754

Net assets, end of year \$ 39,000

See accompanying notes and accountant's report.

THE NEW START CENTER
STATEMENT OF CASH FLOWS
Year ended June 30, 2004

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in net assets	\$ (754)
Adjustments to reconcile change in net assets to net cash provided by operating activities	
Depreciation	5,726
Increase in due from other agencies	(7,742)
Increase in accrued liabilities	<u>2,950</u>
Net cash provided by operating activities	<u>180</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Payments for equipment purchases and leasehold improvements	<u>-</u>
CASH FLOWS FROM FINANCING ACTIVITIES	
Proceeds from notes payable	<u>3,500</u>
Net increase in cash	3,680
CASH, beginning of year	<u>5,002</u>
CASH, end of year	<u>\$ 8,682</u>

See accompany notes and accountant's report.

THE NEW START CENTER
NOTES TO FINANCIAL STATEMENTS

Note 1: Nature of Organization and Significant Accounting Policies

Nature of organization:

The New Start Center is a non-profit organization that provides a wide range of services to victims of domestic violence. Its core service is providing shelter and support for victims and children. In addition, a 24-hour crisis line, individual assessment, and case management are provided. The New Start Center is also actively involved with community education including law enforcement training and support groups. The New Start Center coordinates domestic abuse intervention through the court system and provides mandated education for abusers.

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

The Organization is an exempt organization for Federal income tax purposes under Section 501(c)(3) of the Internal Revenue Code.

Significant accounting policies:

Support and expenses:

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are restricted by the donor for specific purposes are reported as temporarily restricted or permanently restricted support that increases those net asset classes. When a donor 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 in the statement of activities as net assets released from restrictions. The Organization relies heavily on grants (government and other) and general public donations to support its operations.

Expenses are recorded when incurred in accordance with the accrual basis of accounting.

Allowance for doubtful accounts:

The Organization considers accounts receivable to be fully collectible; accordingly, no allowance for doubtful accounts is required.

Property and equipment:

Purchased property and equipment are recorded at cost at the date of acquisition. Property and equipment purchased with grant funds are recorded as temporarily restricted contributions. In the absence of donor stipulations regarding how long the assets must be used, that organization has adopted a policy of implying a time restriction that expires over the useful life of the assets. Depreciation is computed by the straight-line method based on the following estimated lives:

	<u>Years</u>
Buildings and improvements	27 ½
Furniture and equipment	5 - 7

THE NEW START CENTER
NOTES TO FINANCIAL STATEMENTS (Continued)

Donated services:

The New Start Center receives donated services from unpaid volunteers who assist in program services during the year; however, these donated services are not reflected in the statement of activity because the criteria for recognition under SFAS No. 116 have not been satisfied.

Cash and cash equivalents:

For the purposes of the statement of cash flows, The New Start Center considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

Advertising:

Advertising costs are expensed as incurred. Advertising expense was \$0 in 2004.

Note 2: Accounting Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Note 3: Due from Other Agencies

Due from other agencies consisted of the following at June 30, 2004:

State of Louisiana	
OWS grant	\$ 4,505
TANF grant	9,614
CVA grant	1,894
USDA Nutrition grant	537
Local agencies	
Acadiana Legal Services	<u>1,120</u>
	<u>\$ 17,670</u>

THE NEW START CENTER
NOTES TO FINANCIAL STATEMENTS (Continued)

Note 4: Natural Classification of Expenses

Expenses incurred were the following for the year ended June 30, 2004:

	<u>Program</u>	<u>General and Administrative</u>	<u>Fundraising</u>	<u>Total</u>
Salaries	\$ 108,809	\$ 18,902	\$ -	\$ 127,711
Payroll taxes	7,599	1,446	-	9,045
Employee benefits	8,397	2,099	-	10,496
Bank charges	-	65	-	65
Depreciation	3,931	1,795	-	5,726
Dues and subscriptions	948	447	-	1,395
Insurance	4,798	1,200	-	5,998
Interest expense	-	654	-	654
Legal and accounting	-	2,157	-	2,157
Office	-	2,373	-	2,373
Professional fees	260	-	-	260
Rent	10,054	2,513	-	12,567
Shelter expenses	562	140	-	702
Supplies	3,731	933	6,507	11,171
Telephone	6,018	1,504	-	7,522
Travel and conferences	6,446	1,612	-	8,058
Utilities	4,142	1,035	-	5,177
Other	338	192	-	530
Program expenses	<u>14,072</u>	<u>-</u>	<u>-</u>	<u>14,072</u>
	<u>\$ 180,105</u>	<u>\$ 39,067</u>	<u>\$ 6,507</u>	<u>\$ 225,679</u>

Note 5: Property and Equipment

Property and equipment consisted of the following at June 30, 2004:

Furniture and equipment	\$ 26,082
Leasehold improvements	<u>14,241</u>
	40,323
Less: accumulated depreciation	<u>(20,439)</u>
	<u>\$ 19,884</u>

THE NEW START CENTER
NOTES TO FINANCIAL STATEMENTS (Continued)

Note 6: Summary of Grants/Contracts Funding

New Start Center was funded through the following grants and contracts for the year ended June 30, 2004:

<u>Funding Source</u>	<u>Award Number</u>	<u>Recognized Support</u>
State of Louisiana		
Office of Women's Services	CFMS #600832	\$ 63,147
Louisiana Commission on Law Enforcement		
Domestic Violence Program	C02-4-012	2,500
Domestic Violence Program	C03-4-011	8,523
Domestic Violence Program	M02-8-017	4,851
Domestic Violence Program	M03-8-010	6,173
Louisiana Coalition Against Domestic Violence		
Rural Projects Assistance Program	LCADV-2003-04-RPAP-013	6,726
Children's Services in Domestic Violence Programs	LCADV-2003-04-TANF-CS010	36,948
Disability Stipend		5,400
Office of Homeland Security		
Emergency Food and Shelter Program	CFDA	12,222
United States Department of Agriculture		
Nutrition Grant		7,112
St. Martin Parish Government		
Emergency Shelter Grant Program	CFMS #598100	13,846
Louisiana Bar Association		
IOLTA Grant Program	2003-0037	6,791
Acadiana Legal Services		<u>13,442</u>
		<u>\$ 187,681</u>

Note 7: Note Payable

At times during the year ended June 30, 2004, the New Start Center had loans payable to a bank from draws on line of credit agreements. The loans had varying interest rates of 6 to 9 percent per annum. At June 30, 2004, loans payable totaled \$3,500.

Note 8: Contingent Liabilities

The New Start Center receives grants for specific purposes that are subject to review and audit by the agency providing the funding. Such reviews and audit could result in expenses being disallowed under the terms and conditions of the grants. In the opinion of management, such disallowances, if any, would be immaterial.

**INFORMATION REQUIRED BY THE
LOUISIANA GOVERNMENTAL AUDIT GUIDE**

**INDEPENDENT ACCOUNTANT'S REPORT ON
APPLYING AGREED-UPON PROCEDURES**

To the Board of Directors
The New Start Center
St. Martinville, Louisiana

We have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of The New Start Center, the Legislative Auditor, State of Louisiana, and applicable state grantor agencies solely to assist the users in evaluating management's assertions about The New Start Center's compliance with certain laws and regulations during the year ended June 30, 2004 included in the accompany *Louisiana Attestation Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representations 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 awards expenditures for the fiscal year, by grant and grant year.

The New Start Center's federal, state and local awards expenditures for the fiscal year are summarized at Note 6 to the financial statements.

2. For each Federal, state, and local award, we randomly selected 6 disbursements from each award administered during the period under examination, provided that no more than 30 disbursements would be selected.
3. For the items selected in procedure 2, we traced the disbursements to supporting documentation as to proper amount and payee.

We examined supporting documentation for each of the selected disbursements and found that payment was for the proper amount and made to the correct payee.

4. For the items selected in procedure 2, we determined if the disbursements were properly coded to the correct fund and general ledger account.

We noted that each of the selected disbursements was properly coded to the correct fund and general ledger account.

5. For the items selected in procedure 2, we determined whether the disbursements received approval from proper authorities.

Inspection of documentation supporting each of the selected disbursements indicated approvals from appropriate supervisory officials.

6. For the items selected in procedure 2: For federal awards, we determined whether the disbursements complied with the applicable specific program compliance requirements summarized in the *Compliance Supplement* (or contained in the grant agreement, if the program is not included in the *Compliance Supplement*) and for state and local awards, we determined whether the disbursements complied with the grant agreement, relating to:

Activities allowed or unallowed:

We reviewed the previously listed disbursements for types of services allowed or not allowed. We noted that none of the selected disbursements were for activities not allowed by the grant agreements.

Reporting:

We reviewed the previously listed disbursements for reporting requirements. We noted no instances that were not in compliance with applicable reporting requirements.

7. For the programs selected for testing in item (2) that had been closed out during the period under review, we compared the close-out report, when required, with the entity's financial records to determine whether the amounts agree.

We reviewed available close-out reports for grant programs completed during the year. We noted no instances where the close-out report was not in agreement with the entity's financial records.

Meetings

8. We examined evidence indicating that agendas for meetings recorded in the minute book were posted as an open meeting as required by LSA-RS 42:1 through 42:12 (the open meetings law).

The agency is only required to post a notice announcing the meeting and a copy of the agenda at the location of the agency's office.

Comprehensive Budget

9. For all grants exceeding five thousand dollars, we determined that each applicable federal, state, or local grantor agency was provided with a comprehensive budget of those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance.

The New Start Center provided comprehensive budgets to the applicable grantor agencies for the programs mentioned previously. These budgets specified the anticipated uses of the funds, the duration of the grant period, and plans showing specific goals and objectives that included measures of performance.

The New Start Center
December 9, 2004
Page Three

Prior Comments and Recommendations

10. We reviewed any prior-year suggestions, recommendations, and/or comments to determine the extent to which such matters have been resolved.

There were no findings noted during the performance of attestation procedures in the prior year.

We were 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, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of The New Start Center, the Legislative Auditor (State of Louisiana), and the applicable state grantor agencies 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. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Guidry, Chauvin & Taylor
A Corporation of Certified Public Accountants

Franklin, Louisiana
December 9, 2004

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

10/26/2004 (Date Transmitted)

GUIDRY CHAUVIN + TAYLOR
P.O. Box 1028
FRANKLIN LA 70538

(Auditors)

In connection with your review 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). 10/25/2004

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 OMB 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 []

N/A

Budget

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

Yes No []

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.

<u>Sandra Solomon</u>	Secretary	<u>10/26/04</u>	Date
<u>Sandra Solomon</u>	Treasurer	<u>10/26/04</u>	Date
<u>Margaret N. Richard</u>	President	<u>10/26/2004</u>	Date

THE NEW START CENTER
Management's Corrective Action Plan for Current Year Findings
Year Ended June 30, 2004

<u>Ref No.</u>	<u>Description of Finding</u>
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Note: There were no current year findings to be listed in this schedule.

THE NEW START CENTER
Summary Schedule of Prior Findings
Year Ended June 30, 2004

<u>Ref No.</u>	<u>Fiscal Year Finding Initially Occurred</u>	<u>Description of Finding</u>	<u>Corrective Action Taken (Yes, No Partially)</u>	<u>Planned Corrective Action/Partial Corrective Action Taken</u>
----------------	---------------------------------------------------------------	-----------------------------------	----------------------------------------------------------------	----------------------------------------------------------------------------------

Note: There were no prior year findings to be listed in this schedule.