

1121

RECEIVED
LEGISLATIVE AUDITOR

05 JAN -3 PM 1:26

**RAPIDES COUNCIL ON AGING, INC.
Alexandria, Louisiana**

**FINANCIAL STATEMENTS
AND
AUDITORS' REPORTS**

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 2/2/05

TABLE OF CONTENTS

Financial Report

**Rapides Council on Aging
Alexandria, Louisiana**

June 30, 2004

1. MANAGEMENT'S DISCUSSION AND ANALYSIS	1
2. INDEPENDENT AUDITOR'S REPORT	8
3. BASIC FINANCIAL STATEMENTS	
A. GOVERNMENTAL WIDE FINANCIAL STATEMENTS:	
• Statement of Net Assets	11
• Statement of Activities	12
B. FUND FINANCIAL STATEMENTS:	
• Balance Sheet	14
• Statement of Revenues, Expenditures, and Changes in Fund Balances	15
• Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Fund to the Statement of Activities	17
C. NOTES TO THE FINANCIAL STATEMENTS	18
4. SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GASB STATEMENT 34:	
• Budgetary Comparison Schedule – General Fund	38
• Budgetary Comparison Schedule – Title III B Fund	39
• Budgetary Comparison Schedule – Retired Senior Volunteer Program Fund	40

• Budgetary Comparison Schedule -Title III C-2 Fund	41
• Budgetary Comparison Schedule -Title E Fund	42
5. SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GOEA:	
• Schedule of Nonmajor Special Revenue	44
• Comparative Schedule of General Fixed Assets and Changes in General Fixed Assetss	45
6. OTHER REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS	
7. REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS	47
8. SCHEDULE OF FINDINGS AND QUESTIONED COSTS	49
9. SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS	50

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD &A)

The following discussion and analysis of Rapides Council on Aging's financial performance provides an overview of the Council's financial activities for the year ended June 30, 2004. Please read it in conjunction with the financial statements, which begin on page 10.

FINANCIAL HIGHLIGHTS

- The Council showed a net increase in overall net assets of \$53,481 or 10% this year .
- Net Capital Assets of the Council decreased by \$6,124 or 2%.
- No deficit fund balances exist at year-end.
- The unreserved, undesignated fund balance for the Council's General Fund was \$328,817 at year-end, which is a \$59,121 increase from the prior year.

HOW TO USE THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities (on pages 11 and 12) provide information about the activities of the Council as a whole and present a longer-term view of the Council's finances. Fund financial statements begin on page 14. For governmental activities, these statements tell how services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the Council's operations in more detail than the government-wide statements by providing information about the Council's most significant funds.

Our auditor has provided assurance in his independent auditor's report, located immediately after this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. The auditor is providing varying degrees of assurance about Supplementary Financial Information Required by GASB Statement 34 and Supplementary Financial Information Required by GOEA that follow later in this reporting package. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each part of the financial section of the report.

Reporting the Council as a Whole Using Government-Wide Statements

Our analysis of the Council as a whole begins on page 11. An important question to ask about the Council's finances is, "Is the Council as a whole better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities (referred to collectively as the Government-Wide financial Statements) report information about the Council as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting method used by most private-sector companies. All current year revenues and expenses are taken into account regardless of when cash is received or paid.

The Government-Wide statements can be found on pages 11 and 12 and report the council's net assets and changes in them. Some of the net assets are restricted which means they can only be used for a specific purpose. The Statement of Net Assets is designed to present the financial position of the Council as of year-end. Over time, increases or decreases in the Council's net assets are one indicator of whether its financial position is improving or deteriorating. However, to assess the overall financial position of the Council, you will need to consider other nonfinancial factors, such as the condition of the Council's capital assets and facilities, the addition or termination of grants and other revenue sources, and the expansion or contraction of programs and services.

The statement of activities provides information that show how the Council's net assets changed as a result of this year's activities. All of the Council's significant activities are reported in the Statement of Activities. These activities include a Health, Welfare, and Social Services function. The Health, Welfare, and Social Services function is comprised of various programs that include various supportive social services, nutritional services, and utility assistance. All activities of the Council are considered to be governmental activities. A governmental activity is one where the Council uses money it receives from government grants and contracts, along with donations from the general public, or a segment of the general public, such as the elderly. In other words, the people benefitting from the services are not required to pay for what they receive. If the Council charged fees to cover all or most of the cost of providing a service, that activity would be classified as a business-type activity. The Council does not have any business-type activities.

Reporting the Council's Most Significant Funds Using Fund Financial Statements

Our analysis of the Council's major funds begins on page 14. The Fund Financial Statements can be found on pages 14 to 17 and provide detailed information about the most significant funds – not the Council as a whole. In the Fund Financial Statements you will see a General Fund and a variety of Special Revenue Funds. The General Fund is used to account for proceeds that are not legally restricted to expenditure for specified purposes. By using separate funds to track revenues and expenditures, we can control and manage funds for particular purposes or we can show that the fund is meeting legal responsibilities for using certain grants and other money.

The General Fund and Special Revenue Funds are considered governmental funds. Governmental funds focus on how money flows into and out of funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called the *modified* accrual accounting, which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the Council's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Council's programs. We have presented the difference between the net assets of governmental activities and the fund balances of the governmental funds in a reconciliation at the bottom of the Balance Sheet for Governmental Funds. In addition, the difference between the change in net assets for the governmental funds and the change in net assets for the governmental activities has been presented in a reconciliation on a separate page that follows the statement of Revenues, Expenditures, and Changes in Fund Balances for the Governmental Funds.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 18 to 36. You should read the notes before making assumptions or drawing conclusions about the Council's financial condition.

Supplementary Financial Information Required by GASB Statement 34

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

Major funds are those funds whose revenues, expenditures, assets, or liabilities are at least 10% of corresponding totals for all governmental funds. In addition, a major fund could be a fund that does not meet these criteria but which we believe is important to present for the Council's financial statement users.

Management's Discussion and Analysis is also required supplementary information (RSI) by GASB Statement 34. However, it is presented as the first item in this reporting package and not with the other RSI by GASB Statement 34.

Other Supplementary Financial Information Required by GOEA

The Council has also presented other required supplemental information in this report package.

The Governor's Office of Elderly Affairs (GOEA) has required the Council to present as schedules the information on pages 43 and 44. This information will be used by GOEA to verify the accuracy of information the Council submitted to it during the year and to help GOEA monitor certain compliance requirements set forth in the grants that it has with the Council.

AN ANALYSIS OF THE COUNCIL AS A WHOLE USING GOVERNMENT-WIDE FINANCIAL STATEMENTS

The following table reflects condensed information on the Council's net assets:

	<u>2004</u>	<u>2003</u>
Current and other assets	\$ 346,532	\$ 272,967
Capital Assets, net of depreciation	248,905	255,029
Amount to be provided	<u>86,956</u>	<u>104,688</u>
Total Assets	<u>682,393</u>	<u>632,684</u>
Current Liabilities	15,939	1,979
Other Liabilities	<u>86,956</u>	<u>104,688</u>
Total Liabilities	<u>102,895</u>	<u>106,667</u>
Invested in capital assets	248,905	255,029
Restricted	1,776	1,292
Unrestricted	<u>328,817</u>	<u>269,696</u>
Total Net Assets	<u>\$ 579,498</u>	<u>\$ 526,017</u>

As of June 30, 2004, the Council "as a whole" had assets greater than its liabilities by \$579,498. The Council's total net assets increased from \$526,017 to \$579,498. This equates to a increase of 10%.

The Council's unrestricted net assets actually increased by \$59,121 or 22% over the year. About 57% of the Council's net assets are unrestricted as of June 30, 2004. It is important that the Council have unrestricted net assets so that we will have resources available to adapt to changes in the economy, emergencies, unexpected needs, and reductions in or termination of grant revenues by government agencies.

The Council's restricted net assets increased by \$484 or 37%. Net assets are reported as restricted when the constraints placed upon the asset's use are either (a) externally imposed by a grantor, contributor, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

The net assets that have been invested in capital assets are presented net of any related outstanding debt incurred to acquire them.

AN ANALYSIS OF GOVERNMENTAL ACTIVITIES

Most of the Council's activities are funded by federal, state, and local grants. These grants amount to approximately 94% of the revenues of the Council in 2004 and 93% in 2003. Some of these grants are restricted which means that the money can only be used in certain programs. The amount of funds available from most of the grants remains rather constant from year to year, however, some grant amounts may change based upon the level of service by the Council under the terms of the particular grant award.

The Council also receives donations from its clients and the general public. These revenues help to lessen the financial burden on the Council and allow it to maintain and expand services. Public support revenues represented 5 % and 6% of the total revenues of 2004 and 2003 respectively.

The Council invests idle funds and is able to earn some interest on this money each year. The investment earnings are used or accumulated as necessary to meet expenses each year.

When reviewing the Government-Wide Statement of Activities, there are relationships that are important to the understanding of the Council's operations. As you can see, the Council's largest activities are related to nutrition services. The Council's main focus is to meet the needs of the elderly citizens of Rapides Parish. There is a high demand for these services; therefore, resources are channeled to meeting the demand.

AN ANALYSIS OF THE COUNCIL'S FUNDS USING GOVERNMENTAL FUND FINANCIAL STATEMENTS

Fund Balances

The Council showed a combined governmental fund balance of \$330,593 (as shown on the Fund Financial Statement's balance sheet at page 14) at the end of this year, which is an increase of \$56,258. However, when you look at the funds individually you will see that the Council's General Fund increased by \$56,258 this year, while the Special Revenue Funds had a combined fund balance increase of \$3,347.

Revenues

The combined fund revenues increased \$66,630 this year versus last year, or 10%.

Expenditures

Total expenditures increased by \$79,020 this year, or 13%.

AN ANALYSIS OF THE GENERAL FUND BUDGET

The original and final budgets for the General, Title III-B, Title III C-2, Title III E, and Retired Senior Volunteer Program funds are located in the Supplementary Financial Information Required by GASB Statement 34 section of this report on pages 37 to 40. When you review the budget versus actual schedule, you will note that the favorable and unfavorable variances are not very large. This is a result of the budget amendment process, which allows us the opportunity to use hindsight to adjust the forecast made at the beginning of the year, if necessary.

AN ANALYSIS OF CAPITAL ASSET AND DEBT ADMINISTRATION

At the end of the year, the Council had \$248,905 in fixed assets net of accumulated depreciation of \$312,210. This amounted to a net decrease of \$6,124 from last year.

Capital Assets, Net of Depreciation at Year End

	Governmental Activities	
	<u>2004</u>	<u>2003</u>
Computer Software	\$ 4,874	\$ 4,874
Vehicles	299,852	289,228
Furniture & Equipment	56,173	32,442
Leasehold Improvements	9,595	9,595
Building	<u>190,621</u>	<u>190,621</u>
	<u>\$561,115</u>	<u>\$ 526,760</u>

The major addition this year to the Council's fixed assets was the construction of a new building. More detailed information can be found about the Council's capital assets in Notes 1j and 5 to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

The Council receives most of its funding from federal and state agencies passed through the Cenla Area Agency on Aging, Inc. Because of this, the source of income for the Council is rather steady. However, some of the Council's grants and contracts are contingent upon the level of service provided by the Council, and therefore, revenues may vary from year to year. In setting its budget for fiscal year 2004, it was important that we deliver at least the same level of service to our clients and the public as we did in 2003. All of the Council's grants and contracts from the usual federal and state agencies have been approved for FY 2005. There have been no significant changes to the funding levels or terms of the grants and contracts. Accordingly, we have set our initial budget to provide the same programs and levels of service next year. There are no plans to add any significant programs for next year.

CONTACTING THE COUNCIL'S MANAGEMENT

Our financial report is designed to provide government agencies and the general public an overview of the Council's finances and to demonstrate accountability for the money that it receives. If you have any questions about this report or wish to ask for more information, you should contact Betty Dekeyser, the Council's Executive Director, at the Council's main office located at 204 Chester Street Alexandria, La., or by phone at 318-445-7985.

MEMBER
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS



MEMBER
SOCIETY OF LOUISIANA
CERTIFIED PUBLIC ACCOUNTANTS

DAUZAT, BEALL & DEBEVEC, CPAs

A PROFESSIONAL CORPORATION

INDEPENDENT AUDITORS' REPORT

Board of Directors
Rapides Council on Aging, Inc.
Alexandria, Louisiana

We have audited the accompanying general purpose financial statements of Rapides Council on Aging, Inc., (a non-profit, quasi-public organization) as of and for the year ended June 30, 2004. These general purpose financial statements are the responsibility of the **Council's** management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards in the U.S. and the standards applicable to the financial audits contained in *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 general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Rapides Council on Aging, Inc., as of June 30, 2004, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 8, 2004, on our consideration of the **Council's** internal control over financial reporting and our test of its compliance with certain provisions of laws, regulations, and contracts.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The additional information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the general purpose financial statements of the Rapides Council on Aging, Inc. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.



Certified Public Accountants

December 8, 2004

GOVERNMENT WIDE FINANCIAL STATEMENTS

RAPIDES COUNCIL ON AGING, INC.
Alexandria, Louisiana

GOVERNMENT WIDE STATEMENT OF NET ASSETS
June 30, 2004

	<u>Governmental</u> <u>Activities</u>
Assets	
Cash	\$ 262,884
Investments	36,827
Grants and contracts receivable	40,404
Other current assets	6,417
Capital assets, net of accumulated depreciation	248,905
Amount to be provided	<u>86,956</u>
 Total Assets	 <u>\$ 682,393</u>
Liabilities	
Accounts payable	\$ 15,939
Compensated absences payable	39,243
Note payable	<u>47,713</u>
 Total Liabilities	 <u>\$ 102,895</u>
Net Assets	
Invested in Capital Assets ^{OK} / net of debt	\$ 248,905
Restricted for:	
Utility Assistance	1,776
Unrestricted/Undesignated	<u>328,817</u>
 Total Net Assets	 <u>\$ 579,498</u>

The accompanying notes are an integral part of this statement.

RAPIDES COUNCIL ON AGING
Alexandria, Louisiana

GOVERNMENT WIDE STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2004

		PROGRAM REVENUES				
	<u>Direct Expenses</u>	<u>In-Direct Expenses</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Net (Expenses) Revenue and Increases (Decreases) in Net Assets Total</u>
Functions/Programs						
Governmental Activities						
Health, Welfare, & Social Services:						
Supportive Services:						
Other Services	\$ 60,874	\$ 178,639	\$ 363,981	\$ 0	\$ 124,468	\$ 124,468
Information and Assistance	4,513	1,399	9,485	0	3,573	3,573
Outreach	49,007	14,050	45,149	0	(17,908)	(17,908)
Transportation	59,826	17,025	113,283	0	36,432	36,432
Homemaker	32,258	2,227	54,981	0	20,496	20,496
Nutrition Services:						
Home Delivered Meals	139,025	69,028	90,473	0	(117,580)	(117,580)
Utility Assistance	8,026	0	8,510	0	484	484
National Family Caregiver Support:						
Respite Care	10,730	5,217	33,486	0	17,539	17,539
Other Services	14,748	7,275	33,486	0	11,463	11,463
In-home Services	13,047	5,613	9,732	0	(8,928)	(8,928)
Retired Senior Volunteer Program	68,801	29,613	80,716	0	(17,698)	(17,698)
Interest on Long Term Debt	4,883	0	0	0	(4,883)	(4,883)
Total governmental activities	<u>\$ 465,738</u>	<u>\$ 330,086</u>	<u>\$ 843,282</u>	<u>\$ 0</u>	<u>\$ 47,458</u>	<u>\$ 47,458</u>
General Revenues:						
Unrestricted Investment Income						1,837
Miscellaneous Income						4,186
Total general revenues						<u>6,023</u>
Increase (Decrease) in net assets						53,481
Net assets - beginning of the year						<u>526,017</u>
Net assets - end of the year						<u>\$ 579,498</u>

The accompanying notes are an integral part of this statement.

FUND FINANCIAL STATEMENTS

RAPIDES COUNCIL ON AGING, INC.
Alexandria, Louisiana

BALANCE SHEET
GOVERNMENTAL FUNDS
June 30, 2004

	<u>General Fund</u>	<u>Title III B</u>	<u>RSVP</u>	<u>Title III C-2</u>	<u>Title III-E</u>	<u>Non-Major Funds</u>	<u>Total</u>
Assets							
Cash	\$ 130,971	\$ 0	\$ 123,142	\$ 0	\$ 0	\$ 8,771	\$ 262,884
Investments	36,827	0	0	0	0	0	36,827
Grants and contracts receivable	0	12,950	0	14,010	12,633	811	40,404
Other Receivables	1,133	0	0	0	0	0	1,133
Other Current Assets	5,284	0	0	0	0	0	5,284
Due from Special Revenue Funds	<u>31,404</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>31,404</u>
Total Assets	<u>\$ 205,619</u>	<u>\$ 12,950</u>	<u>\$ 123,142</u>	<u>\$ 14,010</u>	<u>\$ 12,633</u>	<u>\$ 9,582</u>	<u>\$ 377,936</u>
Liabilities							
Accounts payable	6,939	0	0	9,000	0	0	15,939
Due to General Fund	<u>0</u>	<u>12,950</u>	<u>0</u>	<u>5,010</u>	<u>12,633</u>	<u>811</u>	<u>31,404</u>
Total Liabilities	<u>6,939</u>	<u>12,950</u>	<u>0</u>	<u>14,010</u>	<u>12,633</u>	<u>811</u>	<u>47,343</u>
Fund Balances:							
Reserved for:							
Utility assistance	0	0	0	0	0	1,776	1,776
Unreserved/Undesignated:							
General Fund	<u>198,680</u>	<u>0</u>	<u>123,142</u>	<u>0</u>	<u>0</u>	<u>6,995</u>	<u>328,817</u>
Total Fund Balances	<u>198,680</u>	<u>0</u>	<u>123,142</u>	<u>0</u>	<u>12,633</u>	<u>8,771</u>	<u>330,593</u>
Total Liabilities and Fund Balances	<u>\$ 205,619</u>	<u>\$ 12,950</u>	<u>\$ 123,142</u>	<u>\$ 14,010</u>	<u>\$ 12,633</u>	<u>\$ 9,582</u>	<u>\$ 377,936</u>

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

• Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds

Net Assets of Governmental Activities (81,688)

\$ 248,905

The accompanying notes are an integral part of this statement.

RAPIDES COUNCIL ON AGING, INC.
Alexandria, Louisiana

**STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS**
For the Year Ended June 30, 2004

	<u>General Fund</u>	<u>Title III-B</u>	<u>RSVP</u>	<u>Title III C-2</u>	<u>Title III III-E</u>	<u>Non-Major Funds</u>	<u>Totals</u>
Revenues							
Intergovernmental:							
Governor's Office of Elderly Affairs	\$ 34,345		\$ 12,661				\$ 47,006
Passed through Cenla							
Area Agency on Aging, Inc.	0	\$ 148,425	0	\$ 70,505	\$ 66,775	\$ 9,732	295,437
Corporation for National Service	0	0	54,264	0	0	0	54,264
Federal Energy Management Agency	0	0	0	0	0	10,068	10,068
Rapides Parish Police Jury	277,500	0	0	0	0	0	277,500
Interest income	1,837	0	0	0	0	0	1,837
Public support:							
Client Contributions	0	2,791	13,791	19,968	197	0	36,747
LACO A	0	0	0	0	0	8,510	8,510
Rental Income	2,400	0	0	0	0	0	2,400
Other Income	500	0	501	1,200	0	0	1,786
Total Revenues	<u>316,167</u>	<u>151,216</u>	<u>81,217</u>	<u>91,673</u>	<u>66,972</u>	<u>28,310</u>	<u>735,555</u>
Expenditures							
Health, Welfare & Social Services							
Current:							
Salaries	19,466	137,160	52,601	132,478	26,832	1,937	370,474
Fringe	1,736	12,232	4,691	11,814	2,393	173	33,039
Travel	69	2,122	18,955	208	2,008	0	23,362
Operating services	30,116	35,565	10,409	31,901	5,874	16,462	130,327
Operating supplies	5,400	5,767	2,833	14,269	261	88	28,618
Other Costs	3,206	4,208	8,925	8,193	602	0	25,134
Utility assistance	0	0	0	0	0	8,026	8,026
Capital Outlays	34,355	0	0	0	0	0	34,355
Debt service:							
Principle	17,732	0	0	0	0	0	17,732
Interest	4,883	0	0	0	0	0	4,883
Total expenditures	<u>116,963</u>	<u>197,054</u>	<u>98,414</u>	<u>198,863</u>	<u>37,970</u>	<u>26,686</u>	<u>675,950</u>

Excess (deficiency)									
of revenues over									
expenditures	199,204	(45,838)	(17,197)	(107,190)	29,002	1,624	59,605		
Other financing sources(uses)									
Operating transfers in	83,707	60,230	22,729	107,190	4,996	8,928	287,780		
Operating transfers out	<u>(226,653)</u>	<u>(14,392)</u>	<u>0</u>	<u>0</u>	<u>(33,998)</u>	<u>(12,737)</u>	<u>(287,780)</u>		
Total other financing									
sources (uses)	<u>(142,946)</u>	<u>45,838</u>	<u>22,729</u>	<u>107,190</u>	<u>(29,002)</u>	<u>(3,809)</u>	<u>0</u>		
Net increase									
(decrease)in	56,258	0	5,532	0	0	(2,185)	59,605		
(fund balances)	<u>142,422</u>	<u>0</u>	<u>117,610</u>	<u>0</u>	<u>0</u>	<u>10,956</u>	<u>270,988</u>		
Fund balance, beginning of year									
Fund balance, end of year	<u>\$ 198,680</u>	<u>\$ 0</u>	<u>\$ 123,142</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 8,771</u>	<u>\$ 330,593</u>		

The accompanying notes are an integral part of this statement.

**Reconciliation of the Statement of Revenues, Expenditures,
and Changes in Fund Balances of Governmental
Funds to the Statement of Activities
Rapides Council on Aging, Inc.
Alexandria, La.**

Year Ended June 30, 2004

Net Increase (Decrease) in fund balances – total governmental funds \$ 59,605

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation (\$40,479) exceeds capital outlays (\$34,355) in the current period. (6,124)

Increase (Decrease) of net assets of governmental activities \$ 53,481

The accompanying notes are an integral part of this statement.

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS
June 30, 2004

Note 1 Purpose of the Council on Aging and Summary of Significant Accounting Policies

a. Purpose of the Council on Aging:

The purpose of the Council is to collect facts and statistics and make special studies of conditions pertaining to the employment, financial status, recreation, social adjustment, mental and physical health or other conditions affecting the welfare of the aging people in Rapides Parish; to keep abreast of the latest developments in these fields of activity throughout Louisiana and the United States; to interpret its findings to the citizens of the parish and state level; to conduct public meetings to make recommendations for needed improvements and additional resources; to promote the welfare of aging people when requested to do so; to coordinate and monitor services of other local agencies serving the aging people of the parish; and to assist and cooperate with the Governor's Office of Elderly Affairs (GOEA) and other departments of state and local government serving the elderly; and to make recommendations relevant to the planning and delivery of services to the elderly of the parish.

Specific services provided by the Council to the elderly residents of Rapides Parish include providing congregate and home delivered meals, nutritional education, wellness, information and assistance, outreach, chore, telephoning, medication management, sitter, in-home respite, utility assistance, recreation, and transportation.

b. Reporting Entity:

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

RAPIDES COUNCIL ON AGING, INC.**NOTES TO FINANCIAL STATEMENTS
June 30, 2004****Note 1 Summary of Significant Accounting Policies – (continued)****b. Reporting Entity: – (continued)**

The Rapides Council on Aging is a legally separate, non-profit, quasi-public corporation. It received its charter and began operations on July 8, 1969. A board of directors, consisting of 11 voluntary members, who serve three-year terms, governs the Council. The board of directors is comprised of, but not limited to representatives of the Parish's elderly population, general public, private businesses, and elected public officials. Board members are elected annually.

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

Based on the criteria set forth in GASB Statement 14, the Rapides Council on Aging is not a component unit of another primary government nor does it have any component units that are related to it. In addition, based on the criteria set forth in GASB Codification Section 2100, the Council has presented its financial statements as a primary government, because it is a special-purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state and local governments. As previously mentioned, GOEA establishes the policies and regulations that all councils must follow. Included in its policies is a provision that the Council's budget be approved by GOEA. However, this approval process is part of GOEA's general oversight responsibility for the Council and is more ministerial or compliance oriented than substantive.

Accordingly, the Council is viewed as being fiscally independent for purposes of applying the reporting entity criteria of GASB Statement 14.

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

c. Presentation of Statements:

The Council's statements are prepared in accordance with accounting principles generally accepted (GAAP) in the United States of America as applicable to governmental entities. The Governmental Accounting Standards (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements.

The Council has the option to apply FASB pronouncements issued after that date to its business-type activities and enterprise funds; however, the Council has chosen not to do so because it does not have any business-type activities or enterprise funds. The more significant accounting policies established in GAAP and used by the Council are discussed below.

In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*. Certain of the significant changes in the Statement include the following:

- For the first time the financial statements include:
 - A Management Discussion and Analysis (MD&A) section providing an analysis of the Council's overall financial position and results of operations.
 - Governmental-Wide Financial statements prepared using full accrual accounting for all of the Council's activities.
- A change in the fund financial statements to focus on the major funds.

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

- **Presentation of Statements: – (continued)**

These and other changes are reflected in the accompanying financial Statements (including notes to financial statements). The Council was required to implement the general provisions of the GASB Statement 34 in the current year.

- **Basic Financial statements – Government-Wide Statements**

The Council's basic financial statements include both Government-Wide (reporting the Council as a whole) and fund financial statements (reporting the Council's major funds). Both the Government-Wide and Fund Financial Statements categorize primary activities as either governmental or business type. The Council's functions and programs have been classified as governmental activities. The Council does not have any business-type activities, fiduciary funds, or any component units that are fiduciary in nature. Accordingly, the Government-Wide financial statements do not include any of these activities or funds.

In the Government-Wide statement of Net Assets, the governmental type activities Column (a) is presented on a consolidated basis by column, (b) and is reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Council's net assets are reported in three parts - invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets. Invested in capital assets, net of related debt consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those capital assets. Restricted net assets consist of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors,

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

d. Basic Financial statements – Government-Wide Statements - (continued)

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

The Council’s policy is to use restricted resources first to finance its activities. Quite often unrestricted resources are available for use that must be consumed or they will have to be returned to GOEA. In such cases it is better for management to elect to apply and consume the unrestricted resources before using the restricted resources. As a result, the Council will depart from its usual policy of using restricted resources first.

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

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

d. Basic Financial statements – Government-Wide Statements - (continued)

The Council allocates its indirect costs among various functions and programs in accordance with Circular A-87. The Statement of Activities shows this allocation in a separate column labeled “indirect cost allocation.” In addition, GOEA provides grant funds to help the Council pay for a portion of its indirect costs. As a result, only the indirect costs in excess of the GOEA funds are allocated to the Council’s other functions and programs.

The Government-Wide Statements focus upon the Council’s ability to sustain operations and the change in its net assets resulting from the current year’s activities.

e. Basic Financial Statements - Fund Financial Statements:

The financial transactions of the Council are reported in individual funds in the Fund Financial Statements. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures. Resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds are reported by generic classification within the financial statements.

The Council uses governmental fund types. The focus of the governmental fund measurement (in the fund statements) is on determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than on net income. An additional emphasis is placed on major funds within the governmental fund types. A fund is considered major if it is the primary operating fund of the Council or if its total assets, liabilities, revenues, or expenditures are at least 10% of the corresponding total for all funds of that category or type.

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

e. Basic Financial Statements - Fund Financial Statements: - (continued)

Governmental fund equity is called the fund balance. Fund balance is further classified as reserved and unreserved, with unreserved being further split into designated and undesignated. Reserved means that the fund balance is not available for expenditure because resources have already been expended (but not consumed), or a legal restriction has been placed on certain assets that makes them only available to meet future obligations. Designated fund balances result when management tentatively sets aside or earmarks certain resources to expend in a designated manner. In contrast to reserved fund balances, designated amounts can be changed at the discretion of management.

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

- **The General Fund** is the general operating fund of the Council. It is used to account for all financial resources except those required to be accounted for in another fund.
- **Special Revenue Funds** are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. A large percentage of the Council's special revenue funds are Title III funds. These funds are provided by the United States Department of Health and Human Services - Administration on Aging to the Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Cenla Area Agency on Aging, which passes through the funds to the Council on a predetermined unit cost reimbursement basis.

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS
June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

e. Basic Financial Statements - Fund Financial Statements: - (continued)

The following programs comprise the **Council's** General Fund:

Other Local

Revenues, such as, (1) donations from the general public, (2) income from various fund raisers, and (3) interest income earned on idle funds which have been invested, have been recorded in the "other local" program expenditures. Also, expenses incurred to produce related program service fees and fund raising income are charged to "other local" program expenditures. "Other local" funds are also used as transfers to special revenue funds to supplement those programs. In addition, fixed asset additions are generally paid with "other local" funds.

PCOA (Act 735)

PCOA (Act 735) funds are appropriated for the **Council** by the Louisiana Legislature and remitted to the **Council** via the Governor's Office of Elderly Affairs (GOEA). The council may use these "Act 735" funds at its discretion provided the program is benefitting people who are at least 60 years old.

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

Major Special Revenue Funds

The Title II B Fund is used to account for funds which are to provide a variety of social services; such as, information and assistance, access services, in-home services, community services and outreach for people age 60 and older.

The Title III C-2 Fund is used to account for funds that are used to provide nutritional meals to homebound older persons. The Council served 20,290 meals during the year to people eligible to participate in this program.

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS
June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

e. Basic Financial Statements - Fund Financial Statements: - (continued)

Non-Major Special Revenue Funds

The Title III D Fund is used to account for funds used for disease prevention and health promotion activities.

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

The Title III E Fund accounts for the resources and activities of the National Family Caregiver Support Program. The purpose of the program is to provide multifaceted systems of support services for the family caregivers and grandparents of older individuals who are relative caregivers.

f. Measurement Focus and Basis of Accounting:

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS
June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

f. Measurement Focus and Basis of Accounting-(continued):

1. Accrual Basis – Government-Wide Financial Statements (GWFS):

The Statement of Net Assets and the Statement of Activities display information about the Council as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

2. Modified Accrual Basis – Fund Financial Statements (FFS):

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Council considers all revenues “available” if they are collected within 60 days after year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that (1) unmatured principal and interest on long-term debt, if any, are recorded when due and (2) claims and judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources. year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred.

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

**2. Modified Accrual Basis – Fund Financial Statements (FFS)-
(continued):**

The exceptions to this general rule are that (1) unmatured principal and interest on long-term debt, if any, are recorded when due and (2) claims and judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources.

g. Interfund Activity:

Interfund activity is reported as either loans or transfers. Loans between funds are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. All other interfund transactions are treated as transfers. Transfers represent a permanent reallocation of resources between funds. Transfers between funds are netted against one another as part of the reconciliation of the change in fund balances in the fund financial statements to the change in net assets in the Government-Wide Financial Statements.

h. Cash and Cash Equivalents:

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

i. Investments:

GASB Statement 31 requires the Council to report its investments at fair value, *except for investments in non-participating interest-earning contracts*, such as non-negotiable certificates of deposit with redemption terms that do not consider market rates. This type of investment is reported using a cost-based measure, provided that the fair market value of the contract is not significantly affected by the impairment of the credit standing of the issuer or other factors.

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS
June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

i. Investments-(continued):

Investments that include securities traded on a national or international exchange are valued based on their last reported sales price. Investments that do not have an established market are reported at estimated fair value.

j. Capital Assets:

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. Capital assets are long-lived assets that have been purchased or acquired with an original cost of at least \$1,000 and that have an estimated useful life of greater than one year. When purchased or acquired, these assets are recorded as capital assets in the Government-Wide Statement of Net Assets. In contrast, in the Fund Financial Statements, capital assets are recorded as expenditures of the fund that provided the resources to acquire the asset. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, then it is recorded at its estimated fair market value at the date of donation.

For capital assets recorded in the Government-Wide Financial Statements, depreciation is computed and recorded using the straight-line method for the asset's estimated useful life. The estimated useful lives of the various classes of depreciable capital assets are as follows:

Buildings	30 years
Building Improvements	20 years
Equipment	5-10 years
Furniture	10 years
Vehicles	5 years
Computers	3 years

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

j. Capital Assets - continued:

Salvage values have not been estimated by management when calculating how much of an asset's cost needs to be depreciated except for vehicles. For that category of capital asset, management has used 10% of the vehicle's initial cost as a salvage value estimate.

Depreciation is not computed or recorded on capital assets for purposes of the *Fund Financial Statements*.

k. Compensated Absences:

Annual leave is earned by employees and may be carried over into the next year at a rate of no more than 30 days accumulation. Annual leave vests upon termination with six months of service. Sick leave vests upon termination with six months of service, not to exceed 240 hours. These amounts have been included in the financial statements.

l. Management's use of 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 may differ from those estimates.

m. Elimination and Reclassifications:

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

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2004

Note 2 Revenue Recognition

Revenues are recorded in the Government-Wide Statements when they are earned under the accrual basis of accounting. In applying the susceptible to accrual concept using this basis of accounting, intergovernmental grant revenues, program service fees, and interest income are usually both measurable and available. However, the timing and amounts of the receipts are often difficult to measure; therefore, they are recorded as revenue in the period received.

Note 3 Cash

The **Council** maintains a consolidated bank account to deposit the money it collects and to pay its bills. The consolidated bank account is available for use by all funds. The purpose of this consolidated account is to reduce administration costs and facilitate cash management. The consolidated account also allows those funds with available cash balances to cover any negative cash balances in other funds at year end. At June 30, 2004, the balance of the **Council's** consolidated bank account was \$262,684. The **Council** also maintains a certificate of deposit. At June 30, 2004 the balance of the certificate was \$36,827. All of the deposits were covered by federal depository insurance or collateralized with securities held by the Federal Reserve Bank in Atlanta in the Council's name. LA Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Council that the fiscal agent has failed to pay deposited funds upon demand.

Note 4 Contracts Receivable

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

RAPIDES COUNCIL ON AGING, INC.

**NOTES TO FINANCIAL STATEMENTS
June 30, 2004**

Note 4 Contracts Receivable-(continued)

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

Government grants and contracts receivable at year-end, consist of the following:

<u>Program</u>	<u>Fund</u>	<u>Funding Agency</u>	<u>Amount</u>
Title III-B	Special Revenue	Cenla AAA	\$ 12,950
Title III C-2	Special Revenue	Cenla AAA	14,010
Title III E	Special Revenue	Cenla AAA	12,633
Title III D	Special Revenue	Cenla AAA	<u>811</u>
	Total		<u>\$ 40,404</u>

Note 5 Changes in Fixed Assets

A summary of changes in general fixed assets follows:

	Balance <u>6/30/03</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>6/30/04</u>
Vehicles	\$ 289,228	\$ 10,624		\$ 299,852
Buildings	190,621			190,621
Furniture & Equipment	32,442	23,731		56,173
Computer software	4,874			4,874
Leasehold improvements	<u>9,595</u>			<u>9,595</u>
Total	<u>\$ 526,760</u>	<u>\$ 34,355</u>	<u>\$ -0-</u>	<u>\$ 561,115</u>

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS
June 30, 2004

Note 5 **Changes in Fixed Assets - (ontinued)**

No depreciation was charged to governmental activities.

Note 6 **Board of Directors' Compensation**

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

Note 7 **In-Kind Contributions**

The Council did not receive any various in-kind contributions during the year.

Note 8 **Income Tax Status**

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

Note 9 **Judgments, Claims and Similar Contingencies**

There is no litigation pending against the Council as of year-end. The Council's management believes that any potential lawsuits would be adequately covered by insurance or resolved without any material impact upon the Council's financial statements.

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2004

Note 10 Contingencies – Grant Programs

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

Note 11 Economic Dependency

The Council receives the majority of its revenue through grants administered by the Louisiana Governor's Office of Elderly Affairs (GOEA) and awarded to the Council on a per unit of service provided. The grant amounts are appropriated each year by the federal and state governments. If significant budget cuts are made at the federal and/or state level, the amount of funds the Council receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the Council will receive in the next fiscal year.

Note 12 Risk Management

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

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS
June 30, 2004

Note 13 Interfund Transfers

Operating transfers in and out are listed by fund for fiscal year ended 2004.

Funds Transferred Out

Funds Transferred In	Title III				PCOA	Title V	FEMA	General Fund	Total In
	B	C-2	D	E					
Title III B- Supportive Services					\$ 34,345		\$ 11,068	\$ 25,885	\$ 60,230
Title III C-2					0			190,815	101,883
RSVP					0			22,729	22,729
Title III E					0			4,996	4,996
General	<u>\$ 14,392</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 33,998</u>	<u>\$ 34,345</u>	<u>\$ 1,669</u>		<u>47,883</u>	<u>97,492</u>
Total Out	<u>\$ 14,392</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 33,998</u>	<u>\$ 34,345</u>	<u>\$ 1,669</u>	<u>\$ 11,068</u>	<u>\$ 192,308</u>	<u>\$ 287,780</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to expend them, and to (2) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

These transfers were eliminated as a part of the consolidation process in preparing the Government-Wide Financial Statements.

Note 14 Related Party Transactions

There were no related party transactions during the year.

RAPIDES COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS
June 30, 2004

Note 15 Changes in Long-Term Debt

The only long-term debt the Council had during the year related to the financing of a new building. The following is a schedule of the changes in long-term debt.

Beginning balance – July 1, 2003	\$ 65,445
Decreases	<u>(17,732)</u>
Ending balance – June 30, 2004	<u>\$ 47,173</u>
Current portion	19,300
Non-current portion	<u>28,413</u>
Total Governmental Activity Long-Term Debt	<u>\$ 47,713</u>

SUPPLEMENTARY INFORMATION REQUIRED BY GASB STATEMENT 34

RAPIDES COUNCIL ON AGING, INC.
Alexandria, Louisiana

Budgetary Comparison Schedule - General Fund
For The Year Ended June 30, 2004

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final	GAAP Basis	Favorable (Unfavorable)
REVENUES				
Intergovernmental				
Governor's Office of Elderly Affairs	\$ 0	\$ 0	\$ 34,345	\$ 34,345
Rapides Parish Police Jury	277,500	277,500	277,500	0
Rental Income	2,400	2,400	2,400	0
Investment Income	2,200	2,200	1,837	(363)
Other Income	<u>0</u>	<u>0</u>	<u>85</u>	<u>85</u>
 Total Revenues	 <u>282,100</u>	 <u>282,100</u>	 <u>316,617</u>	 <u>34,067</u>
EXPENDITURES				
Current:				
Salaries	5,942	5,942	19,466	(13,524)
Fringe	640	640	1,736	(1,096)
Travel	243	243	69	174
Operating Services	23,499	23,499	30,116	(6,617)
Operating Supplies	5,928	5,928	5,400	528
Other Costs	0	0	3,206	(3,206)
Capital Outlays	0	34,355	34,355	0
Debt service:				
Principle	17,732	17,732	17,732	0
Interest	<u>4,883</u>	<u>4,883</u>	<u>4,883</u>	<u>0</u>
Total Expenditures	<u>58,867</u>	<u>93,222</u>	<u>116,963</u>	<u>(23,741)</u>
 Excess (deficiency) of revenues over expenditures	 <u>223,233</u>	 <u>188,878</u>	 <u>199,204</u>	 <u>10,326</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	32,653	32,653	83,707	51,054
Transfers out	<u>(191,508)</u>	<u>(191,508)</u>	<u>(226,653)</u>	<u>(35,145)</u>
Total other financing sources and uses	<u>(158,855)</u>	<u>(158,855)</u>	<u>(142,946)</u>	<u>15,909</u>
Net increase (decrease) in fund balances	64,378	30,023	56,258	26,235
FUND BALANCES				
Beginning of year	<u>142,422</u>	<u>142,422</u>	<u>142,422</u>	<u>0</u>
End of year	<u>\$ 206,800</u>	<u>\$ 172,445</u>	<u>\$ 198,680</u>	<u>\$ 26,235</u>

Notes to Required Supplemental Information: Management was able to budget more expenditures than revenues for the current year in the General Fund because the Council had more than enough fund balance from the prior year to absorb the deficit.

The accompanying notes are an integral part of this statement.

RAPIDES COUNCIL ON AGING, INC.
Alexandria, Louisiana

Budgetary Comparison Schedule - Title III B Fund
For The Year Ended June 30, 2004

	<u>Budgeted Amounts</u>		<u>Actual</u> <u>Amounts</u> <u>GAAP</u> <u>Basis</u>	<u>Variance</u> <u>with Final</u> <u>Budget</u> <u>Favorable</u> <u>(Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Intergovernmental				
Governor's Office of Elderly Affairs				
Passed through Cenla Area Agency on Aging	\$ 147,797	\$ 147,797	\$ 148,425	\$ 628
Public Support	<u>2,000</u>	<u>2,000</u>	<u>2,791</u>	<u>791</u>
Total Revenues	<u>149,797</u>	<u>149,797</u>	<u>151,216</u>	<u>1,419</u>
EXPENDITURES				
Current:				
Personnel	132,788	132,788	137,160	(4,372)
Fringe	14,442	14,442	12,232	2,210
Travel	1,397	1,397	2,122	(725)
Operating Services	57,818	57,818	35,565	22,253
Operating Supplies	7,309	7,309	5,767	1,542
Other Costs	<u>0</u>	<u>0</u>	<u>4,208</u>	<u>(4,208)</u>
Total Expenditures	<u>213,754</u>	<u>213,754</u>	<u>197,054</u>	<u>16,700</u>
Excess (deficiency) of revenues over expenditures	<u>(63,957)</u>	<u>(63,957)</u>	<u>(45,838)</u>	<u>18,119</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	63,957	63,957	60,230	(3,727)
Transfers out	<u> </u>	<u> </u>	<u>(14,392)</u>	<u>(14,392)</u>
Total other financing sources and uses	<u>63,957</u>	<u>63,957</u>	<u>45,838</u>	<u>(18,119)</u>
Net increase (decrease) in fund balances	0	0	0	0
FUND BALANCES				
Beginning of year	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
End of year	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

The accompanying notes are an integral part of this statement.

RAPIDES COUNCIL ON AGING, INC.
Alexandria, Louisiana

Budgetary Comparison Schedule - Retired Senior Volunteer Program Fund
For The Year Ended June 30, 2004

	<u>Budgeted Amounts</u>		<u>Actual</u> <u>Amounts</u> <u>GAAP</u> <u>Basis</u>	<u>Variance</u> <u>with Final</u> <u>Budget</u> <u>Favorable</u> <u>(Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Intergovernmental				
Governor's Office of Elderly Affairs	\$ 13,708	\$ 13,708	\$ 12,661	\$ (1,047)
Corporation for National Service	52,177	52,177	54,264	2,087
Public Support	12,305	12,305	13,791	1,486
Other Income	<u>0</u>	<u>0</u>	<u>501</u>	<u>501</u>
Total Revenues	<u>78,190</u>	<u>78,190</u>	<u>81,217</u>	<u>3,027</u>
EXPENDITURES				
Current:				
Salaries	60,207	60,207	52,601	7,606
Fringe	6,543	6,543	4,691	1,852
Travel	18,262	18,262	18,955	(693)
Operating Services	29,318	29,318	10,409	18,909
Operating Supplies	2,264	2,264	2,833	(569)
Other Costs	<u>0</u>	<u>0</u>	<u>8,925</u>	<u>8,925</u>
Total Expenditures	<u>116,594</u>	<u>116,594</u>	<u>98,414</u>	<u>18,180</u>
Excess (deficiency) of revenues over expenditures	<u>(38,404)</u>	<u>(38,404)</u>	<u>(17,197)</u>	<u>21,207</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	38,404	38,404	22,729	(15,675)
Transfers out	<u>0</u>	<u>-0-</u>	<u>0</u>	<u>0</u>
Total other financing sources and uses	<u>38,404</u>	<u>38,404</u>	<u>22,729</u>	<u>(15,675)</u>
Net increase (decrease) in fund balances	0	0	5,532	5,532
FUND BALANCES				
Beginning of year	<u>117,160</u>	<u>117,610</u>	<u>117,610</u>	<u>0</u>
End of year	<u>\$ 117,160</u>	<u>\$ 117,610</u>	<u>\$ 123,142</u>	<u>\$ 5,532</u>

The accompanying notes are an integral part of this statement.

RAPIDES COUNCIL ON AGING, INC.
Alexandria, Louisiana

Budgetary Comparison Schedule - Title III C-2 Fund
For The Year Ended June 30, 2004

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>with Final</u>
			<u>GAAP</u>	<u>Budget</u>
			<u>Favorable</u>	<u>(Unfavorable)</u>
			<u>Basis</u>	
REVENUES				
Intergovernmental				
Governor's Office of Elderly Affairs				
Passed through Cenla Area Agency on Aging	\$ 59,713	\$ 59,713	\$ 70,505	\$ 10,792
Public Support	21,900	21,900	19,968	(1,932)
Other Income	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>0</u>
Total Revenues	<u>82,813</u>	<u>82,813</u>	<u>91,673</u>	<u>8,860</u>
EXPENDITURES				
Current:				
Salaries	125,979	125,979	132,478	(6,499)
Fringe	13,706	13,706	11,814	1,892
Travel	1,193	1,193	208	985
Operating Services	31,633	31,633	31,901	(268)
Operating Supplies	10,119	10,119	14,269	(4,150)
Other Costs	<u>0</u>	<u>0</u>	<u>8,193</u>	<u>(8,193)</u>
Total Expenditures	<u>182,360</u>	<u>182,630</u>	<u>198,863</u>	<u>(16,233)</u>
Excess (deficiency) of revenues over expenditures	<u>(99,817)</u>	<u>(99,817)</u>	<u>(107,190)</u>	<u>(7,373)</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	99,817	99,817	107,190	7,373
Transfers out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total other financing sources and uses	<u>99,817</u>	<u>99,817</u>	<u>107,190</u>	<u>7,373</u>
Net increase (decrease) in fund balances	0	0	0	0
FUND BALANCES				
Beginning of year	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
End of year	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

RAPIDES COUNCIL ON AGING, INC.
Alexandria, Louisiana

Budgetary Comparison Schedule - Title III E Fund
For The Year Ended June 30, 2004

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>GAAP</u>	<u>with Final</u>
			<u>Basis</u>	<u>Budget</u>
				<u>Favorable</u>
				<u>(Unfavorable)</u>
REVENUES				
Intergovernmental				
Governor's Office of Elderly Affairs				
Passed through Cenla Area Agency on Aging	\$ 59,065	\$ 59,065	\$ 66,775	\$ 7,710
Public Support	<u>0</u>	<u>0</u>	<u>197</u>	<u>197</u>
Total Revenues	<u>59,065</u>	<u>59,065</u>	<u>66,972</u>	<u>7,907</u>
EXPENDITURES				
Current:				
Salaries	44,929	44,929	26,832	18,097
Fringe	4,890	4,890	2,393	2,497
Travel	1,421	1,421	2,008	(587)
Operating Services	6,588	6,588	5,874	714
Operating Supplies	1,262	1,262	261	1,001
Other Costs	<u>0</u>	<u>0</u>	<u>602</u>	<u>(602)</u>
Total Expenditures	<u>59,090</u>	<u>59,090</u>	<u>37,970</u>	<u>21,120</u>
Excess (deficiency) of revenues over expenditures	<u>(25)</u>	<u>(25)</u>	<u>29,002</u>	<u>29,027</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	25	25	4,996	4,971
Transfers out	<u>0</u>	<u>0</u>	<u>(33,998)</u>	<u>(33,998)</u>
Total other financing sources and uses	<u>25</u>	<u>25</u>	<u>(29,002)</u>	<u>(29,027)</u>
Net increase (decrease) in fund balances	0	0	0	0
FUND BALANCES				
Beginning of year	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
End of year	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GOEA

RAPIDES COUNCIL ON AGING, INC.
Alexandria, Louisiana

SCHEDULE OF NON-MAJOR SPECIAL REVENUE FUNDS
For the Year Ended June 30, 2004

	<u>FEMA</u>	<u>Title III D</u>	<u>Utility Assistance</u>	<u>Title V</u>	<u>Total</u>
REVENUES					
Intergovernmental					
Governor's Office of Elderly Affairs Passed through Cenla Area Agency on Aging	\$ 0	\$ 9,732	\$ 0	\$ 0	\$ 9,732
Public Support:					
LACOA	0	0	8,510	0	8,510
Federal Energy Management Agency	<u>10,068</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,068</u>
Total Revenues	<u>10,068</u>	<u>9,732</u>	<u>8,510</u>	<u>0</u>	<u>\$ 28,310</u>
EXPENDITURES					
Current:					
Salaries	0	1,936	0	0	1,936
Fringe	0	173	0	0	173
Operating Services	0	16,462	0	0	16,462
Operating Supplies	0	89	0	0	89
Utility Assistance	<u>0</u>	<u>0</u>	<u>8,026</u>	<u>0</u>	<u>8,026</u>
Total Expenditures	<u>0</u>	<u>18,660</u>	<u>8,026</u>	<u>0</u>	<u>26,686</u>
Excess (deficiency of revenues over expenditures)	<u>10,068</u>	<u>(8,928)</u>	<u>484</u>	<u>0</u>	<u>1,624</u>
Other Financing Sources					
Transfers in	0	8,928	0	0	8,928
Transfers out	<u>(11,068)</u>	<u>0</u>	<u>0</u>	<u>(1,669)</u>	<u>(12,737)</u>
Total other financing sources and uses	<u>(11,068)</u>	<u>8,928</u>	<u>0</u>	<u>(1,669)</u>	<u>(3,809)</u>
Net Increase (Decrease) In Fund Balances	(1,000)	0	484	(1,669)	(2,185)
FUND BALANCES					
Beginning of the Year	<u>7,995</u>	<u>0</u>	<u>1,292</u>	<u>1,669</u>	<u>10,956</u>
End of year	<u>\$ 6,995</u>	<u>\$ 0</u>	<u>\$ 1,776</u>	<u>\$ 0</u>	<u>\$ 8,771</u>

The accompanying notes are an integral part of this statement.

RAPIDES COUNCIL ON AGING, INC.
Alexandria, Louisiana

**COMPARATIVE SCHEDULE OF GENERAL FIXED ASSETS
AND CHANGES IN GENERAL FIXED ASSETS
For the Year Ended June 30, 2004**

	Balance June 30, <u>2003</u>	<u>Additions</u>	<u>Deletions</u>	Balance June 30, <u>2004</u>
GENERAL FIXED ASSETS, AT COST				
Vehicles	\$ 289,228	\$ 10,624		\$ 299,852
Buildings	190,621			190,621
Furniture & equipment	32,442	23,731		56,173
Leasehold Equipment	9,595			9,595
Computer software	<u>4,874</u>	_____	_____	<u>4,874</u>
Total General Fixed Assets	<u>\$ 526,760</u>	<u>\$ 34,355</u>	<u>\$ -0-</u>	<u>\$ 561,115</u>
INVESTMENT IN GENERAL FIXED ASSETS				
General	\$ 511,551	\$ 34,355		\$ 545,906
ACT 735	6,019			6,019
Title III C-1	<u>9,190</u>	_____	_____	<u>9,190</u>
Total Investment in General Fixed Assets	<u>\$ 526,760</u>	<u>\$ 34,355</u>	<u>\$ -0-</u>	<u>\$ 56,115</u>

The accompanying notes are an integral part of this statement.

**OTHER REPORT REQUIRED BY
*GOVERNMENT AUDITING STANDARDS***



DAUZAT, BEALL & DEBEVEC, CPAs

A PROFESSIONAL CORPORATION

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

Board of Directors
Rapides Council on Aging, Inc.

We have audited the general purpose financial statements of Rapides Council on Aging, Inc. (a non-profit organization) as of and for the year ended June 30, 2004, and have issued our report thereon dated December 8, 2004. We conducted our audit in accordance with generally accepted auditing standards in the U.S. 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 the **Council'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 is not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no material 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 the **Council'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 operations that we consider to be material weaknesses.

This report is intended for the information of the Board of Directors, management and federal awarding agencies, and pass-through entities. However, this report is a matter of public record and its distribution is not limited.



Certified Public Accountants
December 8, 2004

RAPIDES COUNCIL ON AGING, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended June 30, 2004

We have audited the financial statements of Rapides Council on Aging, Inc. as of and for the year ended June 30, 2004, and have issued our report thereon dated December 8, 2004. We conducted our 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. Our audit of the financial statements as of June 30, 2004 resulted in an unqualified opinion.

Section 1 Summary of Auditor's Reports

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

Internal control

Material Weaknesses Yes No Reportable Conditions Yes No

Compliance

Non Compliance Material to Financial Statements Yes No

Section II Financial Statement Findings

There were no Financial Statement findings or questioned costs.

**RAPIDES COUNCIL ON AGING, INC.
SCHEDULE OF PRIOR YEAR FINDINGS
For the Year Ended June 30, 2004**

**SECTION 1 INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE
FINANCIAL STATEMENTS**

There were no Internal Control or Compliance findings for the year ended June 30, 2003.