

**JUST ONE WORD, INCORPORATED**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED JUNE 30, 2018**

**Collins CPA Accounting & Consulting Services LLC**

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**COLLINS CPA  
ACCOUNTING &  
CONSULTING SERVICES  
L.L.C.**

**INDEPENDENT ACCOUNTANT'S REVIEW REPORT**

The Board of Directors  
Just One Word, Incorporated  
Baton Rouge, LA 70810

We have reviewed the accompanying statement of financial position of **Just One Word, Incorporated** (a nonprofit organization) as of June 30, 2018, and the related statements of activities, cash flows, and functional expenses for the year then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

***Accountant's Responsibility***

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.



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***Accountant's Conclusion***

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 accordance with accounting principles generally accepted in the United States of America.

***Supplementary Information***

The accompanying Schedule of Compensation Benefits and Other Payments to Executive Director is presented for purposes of additional analysis as required by the Louisiana Legislative Auditor, and a schedule of functional expenses are presented for purposes of additional analysis. These schedules, although not a part of the basic financial statements, are considered by these agencies to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. Such information is the responsibility of management. It has been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, and we did not become aware of any material modifications that should be made to such information.

***Collins CPA, Accounting & Consulting Services, LLC***

New Orleans, Louisiana  
November 29, 2018

**Just One Word, Incorporated**  
**Statement of Financial Position**  
**as of June 30, 2018**

*Assets*

Current Assets:

Cash	\$ 3,279
Grants Receivable	37,444
<b><i>Total Current Assets</i></b>	<u>40,723</u>
<b><i>Total Assets</i></b>	<u>\$ 40,723</u>

*Liabilities & Net Assets*

Current Liabilities:

Loans Payable	\$ 43,219
Payroll Liabilities	7,624
<b>Total Current Liabilities</b>	<u>50,844</u>

Net Assets

Beginning Balance	5,529
Change in Net Assets	<u>(15,650)</u>
<b>Total Net Assets</b>	\$ <u>(10,121)</u>
<b><i>Total Liabilities &amp; Net Assets</i></b>	<u>\$ 40,723</u>

See accompanying notes and independent accountant's review report.

**Just One Word, Incorporated**  
**Statement of Activities**  
**For the Year Ended June 30, 2018**

***Revenue and Support:***

Program Revenue	\$	339,440
Miscellaneous Revenue		4,225
<b><i>Total Revenue and Support</i></b>		<u>343,665</u>

***Expenses:***

Background Check		364
Bank Charges		42
Computer Expenses		8,396
Conference, Convention, Meeting		7,399
Contractual Services		18,764
Dues and Subscriptions		601
Insurance		6,481
Office Expenses		257
Other Cost		10,365
Payroll Expense		286,689
Postage, Mailing Services		232
Program Supplies		16,354
Registration Fees		0
Rent		144
Telephone, Telecommunications		2,069
Travel and Meetings		400
Utilities		758
<b><i>Total Expenses</i></b>		<u>359,315</u>

***Change in Net Assets***

(15,650)

***Net Assets***

**Beginning of Year**

5,529

**End of Period**

\$ (10,121)

See accompanying notes and independent accountant's review report.

**Just One Word, Incorporated**  
**Schedule of Functional Expenses**  
**For the Year Ended June 30, 2018**

	<u>Program Services</u>	<u>Support Services</u>	<u>Fundraising</u>	<u>Total</u>
Background Check	\$ 364	\$ -	\$ -	\$ 364
Bank Charges		42		42
Computer Expenses	8,396			8,396
Conference, Convention, Meeting	7,399			7,399
Contractual Services	8,231	10,533		18,764
Dues and Subscriptions	601			601
Insurance		6,481		6,481
Office Expenses		257		257
Other Costs	10,365			10,365
Payroll Expense	286,689			286,689
Postage, Mailing Services	232			232
Program Supplies	16,354			16,354
Registration Fees	0			-
Rent		144		144
Telephone, Telecommunications		2,069		2,069
Travel and Meetings	400	0		400
Utilities		758		758
<b>Total Expense</b>	<u>\$ 339,031</u>	<u>\$ 20,284</u>	<u>\$ -</u>	<u>\$ 359,315</u>

See accompanying notes and independent accountant's review report.

**Just One Word, Incorporated**  
**Statement of Cash Flows**  
**Year Ended June 30, 2018**

*CASH FLOWS FROM OPERATING ACTIVITIES*

Change in net assets	\$ (15,650)
Adjustments to reconcile change in net assets to net cash used in operating activities:	
Decrease in grant receivables	3,474
Increase in payroll liabilities	<u>(15,350)</u>
Net cash provided by operating activities	<u>(11,876)</u>

*CASH FLOWS FROM FINANCING ACTIVITIES*

Increase in proceeds from borrowing	<u>17,459</u>
Net cash provided by financing activities	<u>17,459</u>

Net decrease in cash and cash equivalents (10,067)

Cash - July 1, 2017 13,345

Cash - June 30, 2018 3,278

\*There was no interest paid during fiscal year 2018

See accompanying notes and independent accountant's review report.

## JUST ONE WORD, INCORPORATED NOTES TO FINANCIAL STATEMENTS

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### NOTE 1 – Nature of Organization and Significant Accounting Policies

#### A. Organization and Operations

**Just One Word, Incorporated** is a community based organization and one of its many purposes is to strengthen the family unit. The organization was birthed during calendar year 2007 due to the realization that all an individual may need to turn his or her life around or get back on track is one word of encouragement, correction or love from someone. The organization makes attempts to combat family division due to finances and to eliminate the inability to manage family finances.

Just One Word, Incorporated is exempt from corporate income taxes under Section 501(c)(3) of the Internal Revenue Code.

#### B. Basis of Accounting

The organization maintains its accounting records on the accrual method of accounting. Donations are included in support in the period received.

#### Financial Statement Presentation

The financial statements are prepared on the accrual basis of accounting. The financial statements are prepared in accordance with FASB Accounting Standards Codification 958-205, *Presentation of Financial Statements*, FASB Accounting Standards Codification 958-205, *Presentation of Financial Statements* states that a complete set of financial statements for a non-profit organization includes (1) a statement of financial position, (2) a statement of activities, (3) a statement of cash flows, and (4) notes to the financial statements.

In accordance with *FASB Accounting Standards Codification 958-210, Balance Sheet*, a statement of financial position focuses on the organization as a whole and, therefore, reports total assets, liabilities, and net assets by class (unrestricted, temporarily restricted, and permanently restricted).

A description of the three net asset categories is as follows:

Unrestricted net assets represents those assets which are not subject to donor-imposed stipulations and therefore, are assets **Just One Word, Incorporated** may use at its discretion.

Temporarily restricted net assets result from contributions and other inflows of assets whose use by **Just One Word, Incorporated** is limited by donor-imposed stipulations that either expire with the passage of time or can be fulfilled and removed by actions of **Just One Word, Incorporated** pursuant to those stipulations.

## JUST ONE WORD, INCORPORATED

### NOTES TO FINANCIAL STATEMENTS

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NOTE 1 – Nature of Organization and Significant Accounting Policies Continued:

Permanently restricted net assets are contributions which are required by the donor-imposed restriction to be invested in perpetuity and only the income be made available for program operations in accordance with the donor restrictions. Such income is reflected in temporarily restricted net assets until utilized for donor-imposed restrictions.

C. Support and expenses

All revenues and support 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. Just One Word, Incorporated relies heavily on grants from the Louisiana Department of Education.

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

D. Contributions

**Just One Word, Incorporated** has adopted FASB Accounting Standards Codification 958-605, Revenue Recognition. In accordance with FASB Accounting Standards Codification 958-605, Revenue Recognition, contributions are recognized when the donor makes a promise to give and are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence and or nature of any donor restrictions.

**Just One Word, Incorporated** reports gifts of cash and other assets as unrestricted support unless they are received with donor stipulations that limit the use of donated assets. When the donor restriction expires, that is, when the time restriction ends or the purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

**Just One Word, Incorporated** reports contributions of assets other than cash at their estimated fair value at the date of the gift and are reported as revenues of the unrestricted net asset class unless explicit donor stipulations specify how the donated asset must be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as revenues of the temporarily restricted or permanently restricted net asset classes. Absent explicit donor stipulations about how long those long-lived assets must be maintained.

## JUST ONE WORD, INCORPORATED NOTES TO FINANCIAL STATEMENTS

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NOTE 1 – Nature of Organization and Significant Accounting Policies Continued:

**Just One Word, Incorporated** reports expiration of donor restrictions when the donated or acquired long-lived assets are placed in service.

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as temporarily restricted or permanently support that increases those net asset classes. When a qualifying expenditure occurs or a time restriction expires, temporarily restricted assets are recognized in unrestricted net assets as “net assets released from restrictions” in the statement of activities. However, if a restriction is fulfilled in the same period in which the contribution is received, the contribution is reported as an unrestricted contribution.

E. Allowance for doubtful accounts

**Just One Word, Incorporated** considers accounts receivables to be fully collectible; accordingly, no allowance for doubtful accounts is required.

F. Property and equipment

Purchased property and equipment are recorded at cost at the date of acquisition. Property and equipment purchased with grants funds are recorded as temporarily restricted contributions. In the absence of donor stipulations regarding how long the assets must be used, **Just One Word, Incorporated** has adopted a policy of implying a time restriction that expires over the useful life of the assets. **Just One Word, Incorporated** maintains a threshold level of \$500 or more for capitalizing capital assets. Depreciation is computed by the straight-line Method based on the following estimated lives:

	<u>Years</u>
Furniture and equipment	5-7
Vehicles	5

G. Donated Services

**Just One Word, Incorporated** receipt of donated services from unpaid volunteers during the year are not reflected in the statement of activities because the criteria for recognition under FASB Codification Section 958-605-25 have not been satisfied.

## JUST ONE WORD, INCORPORATED

### NOTES TO FINANCIAL STATEMENTS

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NOTE 1 – Nature of Organization and Significant Accounting Policies Continued:

H. Cash and cash equivalents

Cash and cash equivalents consist of cash held in checking accounts on deposit in local banks. These funds are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. At June 30, 2018, all funds on deposit were full insured b FDIC insurance coverage.

For the purposes of the statement of cash flows, **Just One Word, Incorporated** cash considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

I. Income Taxes

**Just One Word, Incorporated** is a tax-exempt corporation under Section 501(c)(3) of the Internal Revenue Code and is exempt from federal and state income taxes except to the extent it has unrelated business income. Because the organization is a church, it has elected not to complete Form 990. Accordingly no provisions for federal or state income taxes have been recorded in the accompanying financial statements. Tax years 2015, 2016, and 2017 are open for tax purposes.

J. Natural Classification of expenses

The costs of providing for **Just One Word, Incorporated's** program and administering the related supporting services have been summarized on a functional basis in the statement of activities. Accordingly, expenses that benefit both program supporting services have been allocated using management's estimates.

**Just One Word, Incorporated's** fundraising activities, in many cases, include purposes or contents related to a program service. FASB Accounting Standards Codification 958-720-45-29 (formerly AICPA Statement of Position 98-2) states that joint costs of informational materials or activities should be that a program or general unction has been performed in conjunction with the appeal for funds. Although **Just One Word, Incorporated** has the ability to give evidence for such contributed activities, it does not allocate those portions from its fundraising activities to program services.

K. Operations

During the year ended June 30, 2018, **Just One Word, Incorporated** was party to a cost reimbursement agreement with the Louisiana Department of Education. Under the agreement **Just One Word, Incorporated** would be reimbursed for expenses for the operation of the after the school programs.

**JUST ONE WORD, INCORPORATED**  
**NOTES TO FINANCIAL STATEMENTS**

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NOTE 2 – Accounting Estimates:

The preparation of financial statements in conformity with general 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 - Summary of Grant Funding

**Just One Word, Incorporated** was funded by the Louisiana Department of Education's 21<sup>st</sup> Century federal funds. The amount received through calendar year ended June 30, 2018 was \$339,340.

NOTE 4 - Contingent Liabilities

**Just One Word, Incorporated** received a federal grant from a state agency that are subject to review and audit by the agency providing the funding at both the state and federal level. Such reviews and audit could result in expenses being disallowed under the terms and condition of the grants. In the opinion of management, such disallowances, if any, would be immaterial.

NOTE 5 - Subsequent Events

Management has evaluated subsequent events through November 29, 2018, the date which the financial statements were available for issue.

NOTE 6 - Concentration of Revenue and Support

The organization receives its funding from a federal grant from the State of Louisiana's Department of Education.

NOTE 7 - Uncertain Tax Positions

The corporation is subject to examination by various taxing authorities, including federal income tax examinations. Management has reviewed the activities its activities and believes that no additional amounts or disclosures are needed, as the effect of any uncertain tax positions is not material to the financial statements. The tax returns for the years 2015, 2016, and 2017 are open for examination by various taxing authorities.

**EXHIBIT A**

**JUST ONE WORD, INCORPORATED**

**Independent Accountant's Report  
On Applying Agreed Upon Procedures**

**FOR THE YEAR ENDED JUNE 30, 2018**

**Collins CPA Accounting & Consulting Services LLC**

**COLLINS CPA  
ACCOUNTING &  
CONSULTING SERVICES  
L.L.C.**

Independent Accountant's Report  
on Applying Agreed-Upon Procedures

To the Board of Directors  
**Just One Word, Incorporated**  
Baton Rouge, LA 70810

We have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of **Just One Word, Incorporated**, the Legislative Auditor, State of Louisiana, and applicable state grantor agency/agencies solely to assist the users in evaluating management's assertions about **Just One Word, Incorporated** compliance with certain laws and regulations during the period ended June 30, 2016 included in the accompanying *Louisiana Attestation Questionnaire*. Management of **Just One Word, Incorporated** is responsible for its financial records and compliance with applicable laws and regulations. This agreed-upon procedures engagement was performed in accordance with attestation 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 this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

***Federal, State, and Local Awards***

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

**Just One Word, Incorporated** federal award expenditures for all federal programs for the fiscal year follow:



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INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED UPON PROCEDURES  
(CONTINUED)

Federal, State, or Local Grant Name	Grant Year	CFDA No. (if applicable)	Amount
21 <sup>st</sup> Century Community Learning Center Program (21 <sup>st</sup> CCLC)	July 1, 2017 – June 30, 2018	84.287C	\$339,440
Total Expenditures			\$339,440

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 six disbursements to supporting documentation as to proper amount and payee.

We examined supporting documentation for each of the six 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 six disbursements were properly coded to the correct fund and general ledger account.

We examined supporting documentation for each of the six selected disbursements and found that payments were properly coded to the correct fund and general ledger account.

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

We examined supporting documentation for each of the six selected disbursements and found that payments were properly approved.

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. No exceptions were noted.

### ***Eligibility***

We reviewed the previously listed disbursements for eligibility requirements. No exceptions were noted.

### ***Reporting***

We reviewed the previously listed disbursements for reporting requirements. No exceptions were noted.

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 agency's financial records to determine whether the amounts agree. No exceptions were noted.

### ***Open Meetings***

8. We examined evidence indicating that agendas for meetings recorded in the minute book were posted as an open meeting as required by R.S. 42:1 through 42:13 (the open meetings law).

**Just One Word, Incorporated** is only required to post a notice of each meeting and the accompanying agenda on the door of **Just One Word, Incorporated** office building. No exceptions were noted.

### ***Budget***

9. For all grants exceeding five thousand dollars, we determined that each applicable federal, state, or local grantor agency/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.

**Just One Word, Incorporated** provided comprehensive budgets to the applicable state grantor agencies for the programs mentioned previously. These budgets specified the anticipated uses of the funds, estimates of the duration of the projects, and plans showing specific goals and objectives that included measures of performance.

### ***Other Matters – None Noted***

We were not engaged to perform, and did not perform, an audit, 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 **Just One Word, Incorporated**, the Legislative Auditor (State of Louisiana), and the applicable state grantor agency/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.

Collins CPA Accounting & Consulting Services, LLC

November 29, 2018

**EXHIBIT B**



a 501 (c) 3 Community Development Corporation  
1708 Theron Drive  
Baton Rouge, LA 70810  
(225) 766-2592

**LOUISIANA COMPLIANCE QUESTIONNAIRE**  
**(For Audit Engagements of Quasi-Public Agencies)**

November 29, 2018 (Date Transmitted)

Collins CPA Accounting & Consulting Services LLC  
PO Box 1855  
Harvey, LA 70059

In connection with your audit of our financial statements as of June 30, 2018 and for the period ended June 30, 2018 (period of audit) for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our internal control structure as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of August 1, 2018 (date completed/date of the representations).

**PART I. Agency Profile**

1. Name and address of the organization.
2. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel.

3. Period of time covered by this questionnaire.

4. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances.

5. Briefly describe the public services provided.

6. Expiration date of current elected/appointed officials' terms.

**Part II. Federal, State, and Local Awards**

7. 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

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

Yes  No

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

Yes  No

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

Yes  No

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

Yes  No

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

Yes  No

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

Yes  No

14. We have complied with all applicable compliance requirements of all federal programs we administer.

Yes  No

15. We have complied with all applicable specific requirements of all state programs we administer, to include matters contained in the grant awards.

Yes  No

16. We have complied with all applicable specific requirements of all local programs we administer, to include matters contained in the grant awards.

Yes  No

17. We have provided you with all communications from grantors concerning noncompliance with or deficiencies in administering grant programs.

Yes  No

**Part III. Public Records**

18. We are familiar with the Public Records Act and have made available to the public those records as required by R.S. 44:33.

Yes  No

**Part IV. Open Meetings**

19. Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law). **Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication "Open Meeting FAQs," available on the Legislative Auditor's website to determine whether a non-profit agency is subject to the open meetings law.**

Yes  No

**Part V. Budget**

20. For each federal grant, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration.

Yes  No

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

Yes  No

22. For each local grant, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration.

Yes  No

**Part VI. Reporting**

23. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes  No

24. We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes  No

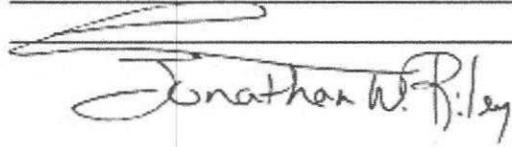
25. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes  No

The previous responses have been made to the best of our belief and knowledge. 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 foregoing 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 acknowledge our responsibility to disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur subsequent to the issuance of your report.

_____	Secretary	_____	Date
_____	Treasurer	_____	Date
_____	President	11/29/2018	Date



Jonathan W. Riley

**EXHIBIT C**

## Just One Word, Incorporated

### Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer

Year Ended June 30, 2018

Agency Head Name: Bonnie Riley

Purpose	Amount
Salary	\$76,459
Benefits-insurance	\$0
Benefits-retirement	\$0
Benefits-<list any other here>	\$0
Car allowance	\$0
Vehicle provided by government	\$0
Per diem	\$0
Reimbursements	\$76.00
Travel	\$0
Registration fees	\$0
Conference travel	\$0
Continuing professional education fees	\$0
Housing	\$0
Unvouchered expenses*	\$0
Special meals	\$0
Repayment of loan proceeds made to the organization.	\$22,414

Agency head does not receive a salary.

\*an example of an unvouchered expense would be a travel advance

Note: If the agency head served part of the fiscal year, indicate how many months were served, and include information on all agency heads who served during the fiscal year.