



NEW HOPE COMMUNITY DEVELOPMENT CORP.

Accountant's Review and Attestation Reports,
With Financial Statements and
Notes To the Financial Statements
As of And For The Year Ended December 31, 2023

WHARTON CPA, LLC

New Hope Community Development Corp.
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WHARTON CPA, LLC

Brendel Wharton, CPA

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors of
New Hope Community Development Corp.
New Orleans, Louisiana

I have reviewed the accompanying statement of financial position of New Hope Community Development Corp. (a non-profit corporation) as of December 31, 2023, and the related statement of activities, functional expenses, and cash flows for the year then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of agency 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, I do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the 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 the financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

My responsibility is to conduct the review 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, and the standards applicable to review engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am 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. I believe that the results of my procedures provide a reasonable basis for my conclusion.

I am required to be independent of New Hope Community Development Corporation. and to meet my other ethical responsibilities, in accordance with the relevant ethical requirements related to my review.

Basis for Qualified Conclusion

Management was not able to provide sufficient documentary evidence to support the amounts recorded as beginning net assets with restrictions and beginning net assets without restrictions.

Qualified Conclusion

Based on my review, except for the effects on the 2023 financial statements for the issue noted in the Basis for Qualified Conclusion paragraph, I am 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.

Other Matter Paragraph

The accompanying schedule of compensation, benefits, and other payments to the agency head are presented for purposes of additional analysis and is not a required part of the financial statements. The information is the representation of management. I have reviewed the information and, based on my review, I am not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. I have not audited the supplementary information and, accordingly, do not express an opinion on such information

Emphasis of a Matter

As discussed in Note 1 to the financial statements, the agency adopted new accounting standards in the current year related to the presentation of financial statements (Accounting Standards Update No. 2016- 14) and leases (Accounting Standards Update No. 2016-02) Topic 842.

Wharton CPA, LLC

Wharton CPA, LLC
New Orleans, Louisiana
January 17, 2025

New Hope Community Development Corporation
Statement of Financial Position
As of December 31, 2023

<u>Assets</u>	
Cash	\$ 329,789
Investments	<u>13,203</u>
Total Assets	<u>\$ 342,992</u>
<u>Liabilities and Net Assets</u>	
Liabilities	
Loan Payable-Related Party	<u>\$ 340,777</u>
Total Liabilities	\$ 340,777
<u>Net Assets</u>	
Without Donor Restrictions	2,215
With Donor Restrictions	<u>-</u>
Total Net Assets	<u>2,215</u>
Total Liabilities and Net Assets	<u>\$ 342,992</u>

The accompanying notes are an integral part of these financial statements.

New Hope Community Development Corporation
Statement of Activities
For the Year Ended December 31, 2023

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
SUPPORT AND OTHER REVENUES:			
Government Grants	\$ -	335,962	\$ 335,962
Public Contributions	1,857	-	1,857
Student Fees	603	-	603
Net Assets Released from Restrictions	<u>335,962</u>	<u>(335,962)</u>	<u>-</u>
Total support and other revenues	<u>338,422</u>	<u>-</u>	<u>338,422</u>
Functional Expenses			
Youth Programs	48,121	-	48,121
CDBG-Housing	232,737	-	232,737
Management & General	<u>5,347</u>	<u>-</u>	<u>5,347</u>
Total Expenses	286,205	-	286,205
Change in Net Assets	<u>52,217</u>	<u>-</u>	<u>52,217</u>
Net Assets At Beginning Of Year	<u>(50,002)</u>	<u>-</u>	<u>(50,002)</u>
Net Assets At End Of Year	<u><u>\$ 2,215</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 2,215</u></u>

New Hope Community Development Corporation
Statement of Functional Expenses
For the Year Ended December 31, 2023

	<u>Youth Programs</u>	<u>CDBG Housing</u>	<u>Management & General</u>	<u>Total Expenses</u>
Contract Services	\$ -	\$ 225,232	\$ -	\$ 225,232
Gifts & Honorarium	1,250	-	-	1,250
Insurance Expense	-	-	1,940	1,940
Janitorial Expense	-	-	445	445
Landscaping	-	1,870	-	1,870
Meals & Entertainment	1,644	-	141	1,785
Office Expense	-	-	1,154	1,154
Bank Charges & Fees	-	-	48	48
Building Supplies	-	365	-	365
Meetings	259	-	-	259
Stipends	35,976	3,255	718	39,949
Summer Camps	3,217	-	-	3,217
Professional Fees	300	1,475	-	1,775
Rent Expense	5,000	-	-	5,000
Transportation	475	-	-	475
Utilities	-	540	901	1,441
	<u>-</u>	<u>540</u>	<u>901</u>	<u>1,441</u>
Total Expenses	<u>\$ 48,121</u>	<u>\$ 232,737</u>	<u>\$ 5,347</u>	<u>\$ 286,205</u>

See Independent Accountant's Review Report.

New Hope Community Development Corporation
Statement of Cash Flows
For the Year Ended December 31, 2023

Cash Flows From Operating Activities:

Changes in Net Assets	\$ 52,217
Adjustments to Reconcile Net Revenues over Expenditures to Net Cash Provided by Operating Activities	
Changes in Operating Assets and Liabilities	-

Cash Flows From Investing Activities:

Purchase/Sale of Investments, Securities, and Fixed Assets	-
Net Cash Used by Investing Activities	-

Cash Flows From Financing Activities:

Loan Payable-Related Party	<u>(18,853)</u>
Net Cash Increase for Period	33,364
Cash, At Beginning of Period, January 1, 2023	<u>296,425</u>
Cash, At End of Period, December 31, 2023	<u><u>\$ 329,789</u></u>

See Independent Accountant's Review Report.

New Hope Community Development Corp.
Notes to the Financial Statements
For the Year Ended December 31, 2023

1. Summary of Significant Accounting Policies

General – New Hope Community Development Corporation (New Hope CDC) is a non-profit and Community Housing Development Organization (CHDO) located in Kenner, Louisiana. New Hope CDC is committed to providing educational, mentoring, and outreach services, including housing to residents of Jefferson Parish.

Basis of Accounting – New Hope CDC’s financial statements are prepared on the accrual basis of accounting, whereby revenue is recorded when earned and expenses are recorded when incurred.

Furniture and Equipment – Improvements which significantly extend the useful life of an asset and purchases of buildings, land, furniture and equipment are capitalized. The straight-line method of depreciation is used for the assets owned by New Hope CDC. The estimated useful lives of these assets range from 3 to 5 years.

Income Taxes – New Hope CDC has been determined to be tax exempt under Section 501 (c) 3 of the Internal Revenue Code. Tax years 2020, 2021, and 2022 remain open for potential examination of taxing authorities. The agency’s financial exposure would exist as it relates to potential unrelated business income.

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 in the financial statements and accompanying notes. Accordingly, actual results could differ from those estimates.

Functional Expenses – Expenses are charged to each program based on direct expenditures incurred. Any expenditure not directly chargeable is allocated to a program based on management’s estimates.

Cash - Cash is comprised of cash on hand and in banks.

Leases - New Accounting Standard Adopted - In February 2016, the Financial Accounting Standards Board (“FASB”) issued Accounting Standards Update (“ASU”) 2016-02 (Topic 842), Leases. The standard requires all leases with lease terms over 12 months to be capitalized as a right-of-use asset and lease liability on the balance sheet at the date of lease commencement. This standard is effective from December 15, 2021. The agency has evaluated this standards’ impact on current year statements and determined that due to their lease being less than 12 months, no adjustment is required.

2. Net Assets - Financial Accounting Standards Board (FASB) Accounting Standards Codification “ASC” 958, Not-for-Profit Entities, requires net assets and changes in net assets be reported for in two classifications. A description of the two types of Net Assets categories is described below:

Net Assets with donor imposed restrictions – Gifts of cash and other assets which have donor imposed restrictions or requirements that limit the use of the donation. A donor restriction ends

when a time restriction is met or a purpose restriction is accomplished. As restrictions are met, assets are reclassified as unrestricted net assets.

Net Assets without donor imposed restrictions – Gifts of cash and other assets absent of donor imposed restrictions.

Amounts received with donor stipulations that limit the use of the donated assets are reported as restricted support. When the donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restriction and are reported in the statement of activities as net assets released from restrictions.

Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized.

3. Program Revenue-Programs, consulting fees, and exchange-type grants and contracts, revenue is recognized when earned in accordance with ASC 606, Revenue from Contracts with Customers. Program fees and payments under exchange-type grants and contracts received in advance are deferred to the applicable period in which the related services are performed or expenditures are incurred, respectively.

4. Economic Dependency-New Hope CDC receives its funding from government grants. The continuance of this program is dependent upon the agency's ability to gain renewal of contracts and grants as well as to obtain new funding.

5. Board of Directors Compensation-The board of directors operates on a voluntary basis, as such there were no payments made to any board member during the year ended December 31, 2023 for services.

6. Operating Lease-The agency has a 6 month operating lease for its youth program. The agency rents space from a related organization to house youth activities for the duration of its program.

7. Liquidity and Availability Resources-The agency has \$2,215 in cash available within one year of the statement of financial position date for general expenses.

8. Investments – There is a non-qualified indexed annuity owned by New Hope CDC and held by a wealth management firm. The balance of the investment at December 31, 2023 is \$13,203.00.

9. Loan Payable-Related Party – New Hope Urban Ministries shares a board of directors, staff, and occupied space with New Hope CDC. New Hope Urban Ministries loaned the agency a total of \$337,530 between July and October 2022, to assist temporarily in financing the construction of the HOME program houses. There was a 3% interest rate charged but no stated repayment terms.

10. Subsequent Events – Management has evaluated subsequent events through the date that the financial statements are available to be issued, January 17, 2025, and determined that no events occurred that require disclosure. No subsequent events occurring after this date have been evaluated for inclusion in these financial statements.

SUPPLEMENTAL INFORMATION

New Hope Community Development Corp.
*Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief
Executive Officer*

Year Ended 2023

Agency Head Name: Pastor Mark Mitchell

Purpose	Amount
Salary	7,890.00
Benefits-insurance	
Benefits-retirement	
Benefits-Other	
Car allowance	
Vehicle provided by government	
Per diem	
Reimbursements	
Travel	
Registration fees	
Conference travel	
Continuing professional education fees	
Housing	
Unvouchered expenses*	
Special meals	
Total	7,890.00

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

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

12/16/24 (Date Transmitted)

Wharton CPA, LLC (CPA Firm Name)
PO Box 870847 (CPA Firm Address)
New Orleans, LA 70187 (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of December 31, 2023 (date) and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

Federal, State, and Local Awards

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

Yes ☒ No ☐ N/A ☐

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

Yes ☒ No ☐ N/A ☐

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

Yes ☒ No ☐ N/A ☐

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

Yes ☒ No ☐ N/A ☐

Open Meetings

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 ☐ N/A ☒

Budget

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

Yes ☒ No ☐ N/A ☐

Reporting

We have had our financial statements reviewed in accordance with R.S. 24:513

Yes ☒ No ☐ N/A ☐

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 ☐ N/A ☐

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 ☐ N/A ☐

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes ☐ No ☐ N/A ☒

Prior-Year Comments

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

Yes ☒ No ☐ N/A ☐

General

We acknowledge that we are responsible for the Agency's compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes ☒ No ☐ N/A ☐

We acknowledge that we are responsible for determining that the procedures performed are appropriate for the purposes of this engagement.

Yes ☒ No ☐ N/A ☐

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes ☒ No ☐ N/A ☐

We have provided you with all relevant information and access under the terms of our agreement.

Yes ☒ No ☐ N/A ☐

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

Yes ☒ No ☐ N/A ☐

We are not aware of any material misstatements in the information we have provided to you.

Yes ☒ No ☐ N/A ☐

We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others concerning noncompliance with the foregoing laws and regulations, including communications received during the period under examination; and will disclose to you any such communication received between the end of the period under examination and the date of your report.

Yes [☒] No [] N/A []

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies all known noncompliance and other events subsequent to the date of this representation and the date of your report that could have a material effect on our compliance with laws and regulations and the internal controls with such laws and regulations, or would require adjustment or modification to the results of the agreed-upon procedures.

Yes [☒] No [] N/A []

The previous responses have been made to the best of our belief and knowledge.

<u><i>Joia Williams</i></u>	Secretary	<u>1-14-25</u>	Date
<u><i>Jo Ann Stern</i></u>	Treasurer	<u>Jan. 14, 2025</u>	Date
<u><i>William M. [Signature]</i></u>	President	<u>1-14-25</u>	Date

**New Hope Community Development Corp.
Schedule of Findings and Questioned Costs
For the Year Ended December 31, 2023**

2023-1 Late Report Filing

Condition: The report for the year ended December 31, 2023 was not completed and submitted until 2025.

Criteria: The Louisiana State audit law (LRS 24:513) requires the agency to complete its reporting requirements to the State within six (6) months following the end of its fiscal year.

Cause: A CPA was not engaged timely nor were financial statements completed until after the state deadline.

Effect: The audit is approximately one year and six months late.

Recommendation: It is recommended that the Agency complete year- end financial statements in a timely manner and procure CPA services timely, in order to meet its reporting obligations under the Louisiana State audit law.

2023-2 HOME Agreement Requirements Not Met

Condition: New Hope CDC built three (3) houses with use of HOME funds.

Criteria: The agreement between the agency and their local parish for use of HOME funds stated that five (5) houses were to be constructed and made available for sale to eligible applicants or rented to and occupied by low/moderate income individuals.

Cause: It was indeterminable as to why only three (3) houses were built and not the five (5) stated in the agreement with the parish.

Effect: The requirements of the agreement was not met.

Recommendation: It is recommended that the Agency meet all requirements associated with their signed contracts or maintain on file, approved amendments to original contracts.



New Hope Community Development Corp.
Independent Accountant's Report
on Applying Agreed-Upon Procedures

To the New Hope Community Development Corp. and the Louisiana Legislative Auditor:

I have performed the procedures enumerated below, which were agreed to by the New Hope Community Development Corp. and the Louisiana Legislative Auditor (the specified parties), on the Agency's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended December 31, 2023, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The Agency's management is responsible for its financial records and compliance with applicable laws and regulations. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, I make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

Federal, State, and Local Awards

1. Obtain the list of federal, state, and local government grant award expenditures for the fiscal year, by grant and grant year, from the Agency's management.

The Agency provided us with the following list of expenditures made for federal grant awards received during the fiscal year ended December 31, 2023:

Federal, State, or Local Grant Name	Grant Year	CFDA No. (if applicable)	Amount
HOME investment partnership program	2019-2023	14.239	232,737.00
Louisiana Youth For Excellence (LYFE)	10/2023-9/2024		48,121.00
Total Expenditures			280,858.00

The Agency represented that they received two government grant awards during the year ended December 31, 2023.

2. For each federal, state, and local grant award, randomly select six disbursements from each grant administered during the fiscal year, provided that no more than 30 disbursements are selected.

There were two separate funding sources, from which 6 disbursements were randomly selected during the period of January 1, 2023 through December 31, 2023.

3. Obtain documentation for the disbursements selected in Procedure 2. Compare the selected disbursements to supporting documentation, and report whether the disbursements agree to the amount and payee in the supporting documentation.

Each of the selected disbursements agreed to the amount and payee in the supporting documentation.

4. Report whether the selected disbursements were coded to the correct fund and general ledger account.

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

Report whether the selected disbursements were approved in accordance with the Agency's policies and procedures.

The Agency's policies and procedures state that the executive director must approve all disbursements. Documentation supporting each of the selected disbursements included the signature of the executive director.

For each selected disbursement made for federal grant awards, obtain the *Compliance Supplement* for the applicable federal program. For each disbursement made for a state or local grant award, or for a federal program not included in the *Compliance Supplement*, obtain the grant agreement. Compare the documentation for each disbursement to the program compliance requirements or the requirements of the grant agreement relating to activities allowed or unallowed, eligibility, and reporting; and report whether the disbursements comply with these requirements.

Activities allowed or unallowed

I compared documentation for each of the selected disbursements with program compliance requirements related to services allowed or not allowed. No exceptions were noted, individually. However, it was noted that the program compliance requirements of the HOME grant was to complete five (5) newly constructed homes, and the agency constructed only three (3) new homes.

Eligibility

I compared documentation for each of the selected disbursements with program compliance requirements related to eligibility. No exceptions were noted.

Reporting

I compared documentation for each of the selected disbursements with program compliance requirements related to reporting. No exceptions were noted.

5. Obtain the close-out reports, if required, for any program selected in Procedure 2 that was closed out during the fiscal year. Compare the close-out reports, if applicable, with the Agency's financial records; and report whether the amounts in the close-out reports agree with the Agency's financial records.

Not Applicable. There were no close-out reports due for the period under review.

Open Meetings

6. Obtain evidence from management that agendas for meetings recorded in the minute book were posted as required by Louisiana Revised Statute 42:11 through 42:28 (the open meetings law), and report whether there are any exceptions.

Management represented that the Agency is only required to post a notice of each meeting and the accompanying agenda on the door of the Agency's office building. Although management has asserted that such documents were properly posted, no evidence was provided to support management's assertion other than an unmarked copy of the notices and agenda.

Budget

7. For each grant exceeding five thousand dollars, obtain the comprehensive grant budgets that the agency provided to the applicable federal, state or local grantor agency. Report whether the budgets for federal, state and local grants included the purpose and duration of the grants; and whether budgets for state grants also included specific goals, objectives, and measures of performance.

The Agency provided documentation that comprehensive budgets were submitted to the applicable federal grantor agency as well as the State agency for the grants exceeding five thousand dollars. These budgets included the purpose and duration of the grant program.

The HOME grants' budget was estimated to build five (5) new homes while the Agency built only three (3) new homes and expended the entire budget.

State Audit Law

8. Report whether the agency provided for a timely report in accordance with R.S. 24:513.

The agency's report was not submitted to the Legislative Auditor before the statutory due date of June 30, 2024.

9. Inquire of management and report whether the agency entered 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).

The Agency's management did comply with the public bid law as it related to the construction of five residential properties.

Prior-Year Comments

10. Obtain and report management's representation as to whether any prior year suggestions, exceptions, recommendations, and/or comments have been resolved.

There were no prior year exceptions or comments.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. I was not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the Agency's compliance with the foregoing matters. Accordingly, I do not express such an opinion or conclusion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on the Agency's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

Wharton CPA, LLC

Wharton CPA, LLC
New Orleans, LA
January 17, 2025



NEW HOPE COMMUNITY DEVELOPMENT CORPORATION

2715 GADSDEN ST • KENNER, LA 70062 | (504) 467-8267 | newhopecdc@bellsouth.net

New Hope Community Development Corporation

Corrective Action Plan

Year Ended December 31, 2023

2023-1 Late Report Filing

New Hope Community Development Corporation Board of Directors will seek the professional services of a CPA firm to provide accounting services for the nonprofit group in a timely manner. While our organization respects guidelines, during the review process certain matters that were time sensitive were simply out of the Board's stewardship.

2023-2 HOME Agreement Requirements Not Met

I understand that the Accountant is independent of New Hope Community Development Corporation and must meet other ethical responsibilities. As executive director of New Hope Community Development Corporation, the practice of ethics is important to me and the organization. At the behest of the Accountant, a typed letter from Jefferson Parish Community Development Department was provided with an explanation regarding the reason that three houses were constructed and not five. For your review I have attached a letter to indicate the ethics of this matter that was previously sent to the Accountant.

Signature: _____

Title: _____



JEFFERSON PARISH

DEPARTMENT OF COMMUNITY DEVELOPMENT

CYNTHIA LEE SHENG
PARISH PRESIDENT

STEPHANIE BRUMFIELD
DIRECTOR

August 23, 2024

Pastor Mitchell,

You requested an explanation as to why the original contract between Jefferson Parish Department of Community Development and New Hope CDC referenced 5 sites when only 3 sites were completed. The primary reason for the reduction in sites is related to the increased material and labor costs related to the Covid pandemic. These increases inflated the total cost for each individual site. The resulting change orders created a need to reduce the total contract output to more accurately reflect the available resources.

Sincerely,

A handwritten signature in cursive script that reads "Stephanie Brumfield".

Stephanie Brumfield
Director
Jefferson parish Department of Community Development

JOSEPH S. YENNI BLDG. — 1221 ELMWOOD PARK BLVD. — SUITE 605 - JEFFERSON, LA 70123
OFFICE 504.736.6262
EMAIL: SBRUMFIELD@JEFFPARISH.NET
WWW.JEFFPARISH.NET