



Luther Speight & Company, LLC
Certified Public Accountants and Consultants

**TREME COMMUNITY EDUCATION PROGRAM
FINANCIAL STATEMENTS AND ACCOMPANYING
INDEPENDENT ACCOUNTANT'S REVIEW REPORT
FOR THE YEAR ENDED JUNE 30, 2024**

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To Management of
Tremé Community Education Program
New Orleans, LA

We have reviewed the accompanying financial statements of Tremé Community Education Program (a nonprofit organization), which comprise the statement of financial position as of June 30, 2024, and the related statement of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. 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 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 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 the Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. 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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(Continued)

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.

Luther Speight & Co. CPAs

Luther Speight & Company CPAs
New Orleans, Louisiana
December 27, 2024

TREME COMMUNITY EDUCATION PROGRAM, INC.
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2024

ASSETS

Cash and Cash Equivalents \$ 1,259

Property and Equipment, Net 689,715

TOTAL ASSETS 690,974

NET ASSETS

Without Donor Restrictions 690,974

TOTAL NET ASSETS 690,974

TOTAL LIABILITIES AND NET ASSETS \$ 690,974

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

TREME COMMUNITY EDUCATION PROGRAM, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2024

	<u>WITHOUT DONOR RESTRICTIONS</u>	<u>WITH DONOR RESTRICTIONS</u>	<u>TOTAL</u>
REVENUES			
Grant Revenue	\$ 217,732	\$ -	\$ 217,732
Contributions	4,625		4,625
Other Income	2,402	-	2,402
Total Revenue	<u>224,759</u>	<u>-</u>	<u>224,759</u>
 EXPENSES			
Program Services	220,119	-	220,119
General and Administrative	356,261	-	356,261
Total Expenses	<u>576,380</u>	<u>-</u>	<u>576,380</u>
 Change in Net Assets	(351,621)	-	(351,621)
 Net Assets - Beginning of Year	1,042,595	-	1,042,595
 Net Assets - End of Year	<u>\$ 690,974</u>	<u>-</u>	<u>\$ 690,974</u>

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

TREME COMMUNITY EDUCATION PROGRAM, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2024

	PROGRAM SERVICES	GENERAL AND ADMINISTRATIVE	TOTAL
Expenses			
Salaries Expense	\$ 122,778	\$ -	\$ 122,778
Payroll Tax Expense	9,989	-	9,989
Professional Services	38,402	-	38,402
Repairs & Maintenance	9,563	-	9,563
Communication Expenses	6,684	-	6,684
Office and Program Supplies	5,619	-	5,619
Insurance Expense	13,809	-	13,809
Advertising/Marketing Costs	4,601	-	4,601
Depreciation Expense	-	35,652	35,652
In-Service & Training	45	-	45
Entertainment	1,545	-	1,545
Equipment Lease	2,486	-	2,486
Gasoline Expense	160	-	160
Printing Expenses	1,242	-	1,242
Miscellaneous Expense	338	-	338
Bank Fees	35	-	35
Transportation Expense	1,602	-	1,602
Tax, Licenses & Fees	120	-	120
Storage Fees	1,101	-	1,101
Casualty Loss	-	320,609	320,609
TOTAL EXPENSES	\$ 220,119	\$ 356,261	\$ 576,380

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

TREME COMMUNITY EDUCATION PROGRAM, INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2024

Cash Flows from Operating Activities	
Change in Net Assets	\$ (351,621)
Adjustments to reconcile net income to net cash provided by operating activities:	
Depreciation Expense	35,652
Increase (decrease) in operating liabilities:	
Decrease in Accounts Payable	(2,544)
Net Cash Used by Operating Activities	<u>(318,513)</u>
Cash Flows from Investing Activities	
Decrease in Fixed Assets	<u>319,772</u>
Net Cash Provided by Investing Activities	319,772
Net Change in Cash and Cash Equivalents	1,259
Cash and Cash Equivalents - Beginning of Year	<u>-</u>
Cash and Cash Equivalents - End of Year	<u>\$ 1,259</u>

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

TREME COMMUNITY EDUCATION PROGRAM
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 1 – BACKGROUND AND NATURE OF OPERATIONS

Tremé Community Education Program, Inc. (TCEP) is a nonprofit organization established to provide social services to residents of New Orleans, Louisiana. It was established and incorporated on May 31, 1996, to promote and effectuate the planning and delivery of community services and social service programs within the community. TCEP is organized to mobilize such human and financial resources as may be available to correct the socio-economic deprivations affecting the area and to avail itself to the community. The primary sources of funding for Tremé Community Education Program, Inc. include the following: a) the U.S. Department of Health and Human Services funds passed through the State of Louisiana-Governor's Office of Elderly Affairs to the New Orleans Council on Aging and sub awarded to Tremé Community Education Program Inc.; and 2) the U.S. Department of Housing and Urban Development, Disaster Community Development Block Grants passed through the State of Louisiana-Office of Community Development (OCD), Disaster Recovery Unit (DRU) and awarded to Tremé Community Education Program, Inc..

TCEP manages Harmony House, which is a senior citizen recreation center. The Center provides a variety of essential life support and cultural enrichment services to seniors who reside in various Wards of New Orleans.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Property and Equipment

TCEP follows the practice of capitalizing all purchased property and equipment over \$500. Donations of property and equipment are recorded as contributions at their estimated fair value. Such donations are reported as unrestricted contributions unless the donor has restricted the donated asset to a specific use.

In the case of explicit restrictions regarding their use and contributions, the donated assets are reported as restricted contributions. Absent of donor restrictions regarding how long those donated assets must be maintained, TCEP reports the expiration when the donated or acquired assets are placed in service as unrestricted by the donor.

TREME COMMUNITY EDUCATION PROGRAM
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Depreciation expense is computed using the straight-line method for all depreciable assets over their respective estimated-useful lives. For buildings, the useful life is estimated at forty (40) years. Equipment is estimated at five (5) years. Leasehold improvements are amortized over the shorter of the lease period or useful life.

In accordance with TCEP's contract with the state, all property and equipment purchased becomes property of the state upon completion or termination of its contract. As such, all property and equipment purchased with grant funds from the state are expensed in the year of acquisition, except where the asset is restricted to a specific use and/or service.

Income Taxes

TCEP is a not-for-profit entity exempt from federal income taxes under section 501(c)(3) of the Internal Revenue Code. TCEP's Form 990, *Return of Organization Exempt from Income Tax*, for the previous 3 years are subject to examination by the IRS.

Principles of Accounting

The financial statements of TCEP are prepared in accordance with accounting principles generally accepted in the United States of America on the accrual basis.

Financial Statement Presentation

In accordance with the provisions of Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) as set forth in FASB ASC 958 which established standards for external financial reporting by not-for-profit organizations, TCEP classifies resources for accounting and reporting purposes into two net asset categories which are without donor restrictions and with donor restrictions. A description of the two net asset categories is as follows:

- Net assets without donor restrictions include funds not subject to donor-imposed stipulations. The revenues received and expenses incurred in conducting the mission of TCEP are included in this category.

TREME COMMUNITY EDUCATION PROGRAM
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

TCEP has determined that any donor-imposed restrictions for current or developing programs and activities are generally met within the operating cycle of TCEP and therefore, their policy is to record those net assets as without donor restrictions. On June 30, 2024, TCEP had \$690,974 in net assets without donor restrictions.

- Net assets with donor restrictions include funds that are subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates those resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. On June 30, 2024, TCEP had no net assets with donor restrictions.

Revenue Recognition

Contributions, including promises to give, are considered conditional or unconditional, depending on the nature and existence of any donor or grantor's conditions. A contribution or promise to give contains a donor or grantor condition when both of the following are present:

- An explicit identifying of a barrier, which is more than trivial, must be overcome before the revenue can be earned and recognized.
- An implicit right of return of assets transferred or a right of release of a donor or grantor's obligation to transfer assets promised if the condition is not met.

Unconditional contributions or conditional contributions in which the conditions have been substantially met or explicitly waived by the donor are recorded as revenue with or without donor restrictions, depending on the existence and nature of any donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the consolidated statement of activities as net assets released from restrictions.

TREME COMMUNITY EDUCATION PROGRAM
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Conditional contributions are recognized when the barriers to entitlement are overcome, and the promises become unconditional. Unconditional contributions are recognized as revenue when received. Grants are either recorded as contributions or exchange transactions based on criteria contained in the grant award.

Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent 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.

Cash and Cash Equivalents

For the purposes of the statement of cash flows, TCEP considers all highly liquid debt instruments purchased with a maturity of three months or less redeemable without penalty for the early withdrawal, to be cash. TCEP maintains, at a financial institution, cash which may exceed federally insured amounts at times. As of June 30, 2024, TCEP had full use of unrestricted cash in the bank. In instances where there are bank overdrafts in which the bank has not advanced cash to the Organization to cover outstanding checks, TCEP records these overdrafts as liabilities.

Receivables

Receivables represent amounts due from various state and local granting agencies. The receivables are stated at net realizable value. If the amounts due become uncollectible, they will be charged to operations when that determination is made. As of June 30, 2024, TCEP had no outstanding receivables.

Functional Allocation of Expenses

The costs of providing the various programs and activities have been summarized on a functional basis in the statement of activities. Accordingly, program and support service expenses are specifically identified with or allocated to TCEP's various functions. Expenses requiring allocation include services provided by the TCEP's management and administrative staff to specific program-related activities. Expense allocations are prorated based on a percentage of time or actual usage.

TREME COMMUNITY EDUCATION PROGRAM
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Leases

TCEP determines if a contract contains a lease when the contract conveys the right to control the use of identified assets for a period in exchange for consideration. Upon identification and commencement of a lease, TCEP establishes a right-of-use (ROU) asset and a lease liability. Operating leases, if any, are included in ROU assets – operating leases, current portion of lease liabilities – operating leases, and lease liabilities – operating leases on the accompanying balance sheet. Finance leases, if any, are included in property and equipment, current portion of lease liabilities – finance leases and lease liabilities – finance leases.

The total lease term is determined by considering the initial term per the lease agreement, which is adjusted to include any renewal options that TCEP is reasonably certain to exercise as well as any period that the Company has control over the asset before the stated initial term of the agreement. If TCEP determines a reasonable certainty of exercising termination or early buyout options, then the lease terms are adjusted to account for these options. TCEP's lease agreements do not contain any material residual value guarantees or material restrictive covenants.

The Company does not separate non-lease components from lease components. This election has been made to significantly reduce the administrative burden which would be imposed on the Organization.

TCEP uses a risk-free rate as the discount rate for all classes of underlying assets when the interest rate is not implicitly or explicitly stated in the lease agreement.

TCEP does not recognize ROU assets and lease liabilities for leases with a term of 12 months or less.

Advertising Expense

TCEP expenses related to advertising and marketing were incurred during the reporting period. Total costs for advertising and marketing for the fiscal year ended June 30, 2024, were \$4,601.

TREME COMMUNITY EDUCATION PROGRAM
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 3 – PROPERTY AND EQUIPMENT

Property and equipment at June 30, 2024 consists of the following:

Description	Amount
Property & Equipment	1,315,815
Vehicles	56,952
Total Cost	1,372,767
Accumulated Depreciation	(683,052)
Net Property and Equipment	689,715

TCEP recorded \$35,652 in depreciation expense during the year ended June 30, 2024.

NOTE 4 – GRANT REVENUE

Grant revenue includes funding from state and local sources. Grant revenue consists of the following:

Grantor	Amount
NOCOA Grant - CDBG	\$ 40,476
NOCOA Grant - Civic Affairs	37,125
NOCOA Grant - Special Line Item	85,000
NOCOA Grant - GOEA	55,130
	<u>\$ 217,731</u>

NOTE 5 – LEASES

TCEP has a lease with TIAA Bank for an office printer through 2024. The lease is for a period of 60 months, commencing April 2019, and contains a fair market value purchase option.

TREME COMMUNITY EDUCATION PROGRAM
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 5 – LEASES (CONTINUED)

Termination of the lease is generally prohibited unless there is a violation of the lease agreement. TCEP elected to apply the new lease standard as of June 30, 2024. At that time, the remaining lease term was less than 12 months. Per TCEP's lease policy, the Organization does not recognize ROU assets and lease liabilities for leases with a term of 12 months or less. Total lease expense for equipment for the fiscal year ended June 30, 2024, was \$2,486.

NOTE 6 – LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

Financial assets available for general expenditures, that is, without donors or other restrictions limiting their use, within one year of the balance sheet date, are comprised of net property and equipment in the amount of \$689,715.

NOTE 7 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through the date that the financial statements were available to be issued on December 27, 2024, and determined that no events occurred that required disclosure. No subsequent events occurring after this date have been evaluated for inclusion in these financial statements.

**TREME COMMUNITY EDUCATION PROGRAM
SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS TO
AGENCY HEAD OR OFFICERS
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

Agency Head Name: Norman R. Smith, Director

Purpose	Amount
Salary	\$40,610
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	\$40,610

**TREME COMMUNITY EDUCATION PROGRAM
SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS TO
AGENCY HEAD OR OFFICERS
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

Agency Head Name: Lisa Mazique, Interim Director

Purpose	Amount
Salary	\$ -
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	-
Consulting Fees	24,000
TOTAL	\$ 24,000



Luther Speight & Company, LLC
Certified Public Accountants and Consultants

**INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES
FOR THE YEAR ENDED JUNE 30, 2024**

To the Governing Board of
Treme Community Education Program, Inc.
and the Louisiana Legislative Auditor

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period July 1, 2023 through June 30, 2024. Treme Community Education Program's (TCEP's) management is responsible for those C/C areas identified in the SAUPs.

TCEP has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA's SAUPs for the fiscal period July 1, 2023 through June 30, 2024. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

With respect to your representations included within the Louisiana Attestation Questionnaire, as of June 30, 2024 and for the year then ended, we will apply the following agreed-upon procedures:

New Orleans Office: 1100 Poydras Street, Suite 1225 / New Orleans, LA 70163 / (504)561-8600
Memphis Office: 1661 International Drive, Suite 441 / Memphis, TN 38120 / (901)202-4688
Atlanta Office: 1201 Peachtree St. NE, Suite 200 Unit 363 / Atlanta, GA 30328 / (678)971-3700

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.*

RESULT: We obtained a list of federal, state and local government grant award expenditures for the fiscal year ended June 30, 2024. They are summarized below:

Federal, State, or Local Grant Name	Grant Year	CFDA No. (If Applicable)	Amount
NOCOIA Grant - CDBG	2024	N/A	\$ 40,476
NOCOIA Grant - Civic Affairs	2024	N/A	37,125
NOCOIA Grant - Special Line Item	2024	N/A	45,000
NOCOIA Grant - Special Line Item (Act 397)	2024	N/A	40,000
NOCOIA Grant - GOEA	2024	N/A	54,293
Total Grant Expenditures			\$216,894

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.*

RESULT: We randomly selected six disbursements from the CDBG, Civic Affairs, GOEA, Special Line Item (Act 397), and Special Line Item (Act 447) NOCOIA grants.

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.*

RESULT: We obtained all requested documentation pertaining to the grant disbursements selected as a part of Procedure 2. The payees agree with the supporting documentation with one exception noted below:

- The invoice provided, and the GL name do not agree. A check copy was provided that showed the payee's name agreeing with the general ledger. The memorandum on the check indicated that the disbursement was a reimbursement for an expense similar to that described on the invoice. Management indicated that the payee paid the invoice on behalf of the organization and was reimbursed for the expenditure.

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

RESULT: We reviewed the supporting documentation and determined that the transactions were posted to the correct general ledger accounts in all instances. The transactions were also coded to the proper grant funds except for the three sampled transactions listed below:

Grant Program Name	GL Account Name	Payee	Amount	Grant Compliance Note
NOCOA Grant - Civic Affairs	Salaries Expense	Paychex	\$ 13,938	The grant budget does not contain an allocation for payroll expenses. Management indicated that a budget amendment was approved by grantor; however the amended budget was not available
NOCOA Grant - Civic Affairs	Salaries Expense	Paychex	2,639	The grant budget does not contain an allocation for payroll expenses. Management indicated that a budget amendment was approved by grantor; however the amended budget was not available
NOCOA Grant - CDBG	Building Maintenance	Star, Lock and Key	176	The grant budget does not contain an allocation for building maintenance.
Total Sampled Transaction Program Exceptions			\$ 16,753	

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

RESULT: We reviewed the supporting documentation obtained in connection with Procedure 3 and noted no exceptions.

6. *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.*

RESULT: We reviewed the available grant agreements for two of the agency's programs. Management advised that they did not receive grant agreements for three of the five programs during the grant period – GOEA, Special Line Item (Act 397), and Special Line Item (Act 447).

We compared the disbursement documentation to the program compliance requirements for the NOCOA Grant – CDBG and Civic Affairs:

Activities Allowed or Unallowed – We compared documentation for each of the selected disbursements with program requirements related to services allowed and not allowed. No exceptions were noted.

Eligibility – We compared documentation for each of the selected disbursements with program compliance requirements related to eligibility and noted no exceptions.

Reporting – We compared documentation for each of the selected disbursements with program compliance requirements relating to reporting. No exceptions were noted.

7. *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.*

RESULT: Management indicated that closeout reports were not available. Monthly cost control reports are submitted for reimbursement; however, the grant program continues through the calendar year end.

Open Meetings

8. 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.

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 at [https://app.lla.state.la.us/lla.nsf/BAADB2991272084786257AB8006EE827/\\$FILE/Open%20Meetings%20Law%20FAQ.pdf](https://app.lla.state.la.us/lla.nsf/BAADB2991272084786257AB8006EE827/$FILE/Open%20Meetings%20Law%20FAQ.pdf), to determine whether a non-profit agency is subject to the open meetings law.

RESULT: TCEP is not subject to the open meetings law required by Louisiana Revised Statute 42:11.

Budget

9. *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.*

RESULT: We were provided the internal grant budgets for the NOCOA – CDBG, Civic Affairs, and GOEA grant programs. The budget document received included expense budgets per line-item category. The information pertaining to the purpose, specific goals, objectives, and measures of performance for these programs were included in the grant agreements for NOCOA – CDBG and Civic Affairs.

State Audit Law

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

RESULT: The agency provided a timely report in accordance with R.S. 24:513.

11. 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).

RESULT: Management indicated that the Agency did not enter into any contracts that were subject to the public bid law.

Prior-Year Comments

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

RESULT: There were no comments noted for the prior year.

We were engaged by TCEP to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of Government Auditing Standards. We were not engaged to and did not conduct an examination or review engagement the objective of which would be the expression of an opinion or conclusion, respectively, on those C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of TCEP and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

The report is intended solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, 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 LLA as a public document.

Luther Speight & Co. CPAs
Luther Speight & Company, LLC
New Orleans, LA
December 27, 2024

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

7/19/2024 (Date Transmitted)

Luther Speight & Co. CPAs (CPA Firm Name)
1100 Poydras Street Suite 1225 (CPA Firm Address)
New Orleans, LA 70163 (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of 12/31/2023 (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.

[Signature] EXECUTIVE DIRECTOR Date 9/30/24

Treasurer _____ Date _____

President _____ Date _____

Date

9/20/24

Date

Date