



Luther Speight & Company
Certified Public Accountants and Consultants

Reviewed Financial Statements

of

ST. JOHN #5 BAPTIST CHURCH

For the Year Ended December 31, 2018



Luther Speight & Company
Certified Public Accountants and Consultants

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Trustees of
St. John #5 Baptist Church, Inc.

We have reviewed the accompanying financial statements of St. John #5 Baptist Church, Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2018, and the related statements 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 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 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.

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 & Company, LLC
New Orleans, LA
June 29, 2019

ST. JOHN #5 BAPTIST CHURCH
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ST. JOHN #5 BAPTIST CHURCH

Statement of Financial Position

December 31, 2018

ASSETS	
Cash	\$ 71
Employee Advances	2,072
Grants Receivable	37,245
Fixed Assets, Net	136,370
Other Assets	<u>34</u>
TOTAL ASSETS	<u>\$ 175,792</u>
LIABILITIES & NET ASSETS	
Due To Employee	\$ 2,271
Accrued Expenses	6,048
Notes Payable	<u>44,667</u>
TOTAL LIABILITIES	52,986
NET ASSETS	
Net Assets - Unrestricted	<u>122,806</u>
TOTAL NET ASSETS	<u>122,806</u>
TOTAL LIABILITIES & NET ASSETS	<u>\$ 175,792</u>

See independent accountant's review report

ST. JOHN #5 BAPTIST CHURCH
Statement of Activities
For the Year Ended December 31, 2018

REVENUES	
Tithes & Offering	\$ 76,815
Grant Income	208,665
Other Income	<u>5,831</u>
TOTAL REVENUE	291,311
EXPENSES	
Program Expenses	143,178
Ministry Expenses	<u>105,318</u>
TOTAL EXPENSES	248,496
CHANGE IN NET ASSETS	42,815
NET ASSETS - BEGINNING	110,973
NET ASSET ADJUSTMENTS	<u>(30,982)</u>
NET ASSETS - ENDING	<u><u>\$ 122,806</u></u>

See accompanying accountant's review report.

ST. JOHN #5 BAPTIST CHURCH
Statement of Functional Activities
For the Year Ended December 31, 2018

EXPENSES	MINISTRY	PROGRAM SERVICES	TOTAL
Payroll Expenses	\$ -	\$ 95,545	\$ 95,545
Professional Services	60,520	4,600	65,120
Advertising	100	1,170	1,270
Office Expenses	2,825	34,706	37,531
Contributions/Donations	840		840
Ministry Expenses	9,878		9,878
Utilities Expense	5,400	3,298	8,698
Insurance Expense	3,058		3,058
Travel Expenses	4,083	3,859	7,942
Meetings/Conferences	915		915
Repairs & Maintenance	8,645		8,645
Depreciation Expense	1,250		1,250
Miscellaneous Expenses	1,081		1,081
Interest Expense	6,723		6,723
TOTAL EXPENSES	\$ 105,318	\$ 143,178	\$ 248,496

See accompanying accountant's review report.

ST. JOHN #5 BAPTIST CHURCH

Statement of Cash Flows

December 31, 2018

CASH FLOWS FROM OPERATING ACTIVITIES:

Change in Net Assets \$ 42,815

Adjustments to Reconcile Change in Net Assets to Net Cash Used by Operations:

Depreciation Expense	1,250	
Increase in Grants Receivable	(23,745)	
Increase in Employee Advances	(2,072)	
Increase in Accrued Expenses	6,048	
Increase in Due to Employee	2,271	(16,248)
Net Cash Used by Operating Activities	<u>2,271</u>	<u>26,567</u>

CASH FLOWS FROM INVESTING ACTIVITIES:

Increase in Other Assets		(34)
Net Cash Used by Investing Activities		<u>(34)</u>

CASH FLOWS FROM FINANCING ACTIVITIES:

Decrease in Notes Payable		(780)
Adjustments to Net Assets		(30,982)
Net Cash Used by Financing Activities		<u>(31,762)</u>

NET INCREASE/(DECREASE) IN CASH (5,229)

CASH - BEGINNING OF YEAR 5,300

CASH - END OF YEAR \$ 71

See accompanying accountant's review report.

ST. JOHN'S #5 BAPTIST CHURCH
Notes to the Financial Statements
For the Year Ended December 31, 2018

NOTE 1 – BACKGROUND AND NATURE OF OPERATIONS

St. John #5 Baptist Church, Inc. (St. John's) is a non-profit corporation organized under the laws of the State of Louisiana. Its mission is to provide positive community responses to people affected by HIV/AIDS and reduce the spread of HIV/AIDS through education and testing in New Orleans and its' surrounding area. The agency's operations are funded primarily through federal and state grants, and private foundations.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

St. John's financial statements are prepared on the accrual basis of accounting, whereby revenue is recorded when earned and expenses are recorded when incurred.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles (GAAP) 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 reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Property and Equipment

Improvements which significantly extend the useful life of an asset and purchases of equipment are capitalized. The straight line method of depreciation is used for the assets owned by St. John. Depreciation is provided at rates based upon estimated useful lives of these assets ranging from 3 to 27 years.

Income Taxes

St. John has been determined to be tax exempt under Section 501(c)(3) of the Internal Revenue Code. Therefore, no provision for income taxes is made in the accompanying financial statements.

Cash

Cash is comprised of cash on hand and in banks.

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 the Agency's various functions. Expenses requiring allocation include services provided by the Agency's management and administrative staff to specific program-related activities. Expense allocations are prorated based on a percentage of time or actual usage.

ST. JOHN'S #5 BAPTIST CHURCH
Notes to the Financial Statements
For the Year Ended December 31, 2018

NOTE 3 – ECONOMIC DEPENDENCY

St. John receives the majority of its revenues from governmental grant funding and contributions from Ministry's congregation. During the year ended December 31, 2018, approximately 72% of total support and revenue was received from governmental grants. If significant budget cuts are made at the state and/or federal level, the amount of funds the Ministry receives could be reduced significantly and could have an adverse impact on its operations.

NOTE 4 – GRANT RECEIVABLE

Grant receivable consists of outstanding payments from State of Louisiana Grant Funds which totaled \$37,245. These amounts are deemed collectible, and as such, there has been no adjustment made to an allowance for doubtful accounts.

NOTE 5 – NOTE PAYABLE (CURRENT)

The Agency has an agreement with a local banking institution for a loan incurred for the purpose of renovations and repairs. The loan has a balance due within 12 months of \$44,667.

NOTE 6 – BOARD OF DIRECTORS COMPENSATION

The board of directors operates on a voluntary basis. There were no payments made to any board member during the year ended December 31, 2018 for services.

NOTE 7 – IN KIND CONTRIBUTIONS

During the review period there were additional principal payments made to the Ministry's debt accounts. These payments were made directly to the loan carrier by members of the congregation.

ST. JOHN #5 BAPTIST CHURCH
Schedule of Findings and Management Responses
December 31, 2018

There were no finding noted during the review period.

See accompanying accountant's review report.

ST. JOHN #5 BAPTIST CHURCH

Schedule of Prior Year Findings

December 31, 2018

2017-001: LATE REPORTING Finding Resolved

See accompanying accountant's review report.

ATTESTATION REPORT

(Quasi-Public Agency)

Independent Accountant's Report on Applying Agreed-Upon Procedures

To Any Quasi-Public Agency and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below, which were agreed to by Any Quasi-Public Agency 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, 2018, 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, we 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 the federal grant award received during the fiscal year ended December 31, 2018:

Federal, State, or Local Grant Name	Grant Year	CFDA No. (if applicable)	Amount
Louisiana's Office of Public Health STD/HIV Program	07/01/2018 – 06/30/2019	93.940	\$143,179
Total Expenditures			\$143,179

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.*

We randomly selected six disbursements from the grant program administered during the fiscal year by St. John #5 Baptist Church.

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.*

We obtained the supporting documentation for each of the six disbursements selected in Procedure 2. The amount and payee in the supporting documentation agree for each disbursement.

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

Each disbursement was coded correctly on the general ledger.

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

St. John #5's accounts payable policies and procedures executive director and/or the department head reviews and approves every invoice for payment prior to submitting check requests to the Director for authorization. We did not receive copies of the check requests form indicating that the disbursements had gone through this approval process.

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.*

Activities allowed or unallowed

We compared documentation for each of the selected disbursements with program compliance requirements related to services allowed or not allowed. No exceptions were noted.

Eligibility

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

Reporting

We compared documentation for each of the selected disbursements with program compliance requirements related 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.*

We obtained the close-out reports for the fiscal period ended June 30, 2018. The balances reported on the close-out report agree without exception to the financial information received from St. John #5 Baptist Church.

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 <http://app1.la.state.la.us/llala.nsf>, to determine whether a non-profit agency is subject to the open meetings law.*

The agency stated that meetings are advertised via their website, Facebook and Instagram posts. Though the agency website was down during the review engagement, we did note a meeting agenda post to their Facebook account.

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.*

St. John #5 Baptist Church provided a copy of the program budget. The budget contained information pertaining to the grant duration period and its purpose. Grant service benchmarks and objectives were also included in the information provided.

State Audit Law

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

The agency's report was submitted to the Legislative Auditor before the statutory due date of July 1, 2019.

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).*

The Agency's management represented that the Agency did not enter into any contracts during the fiscal year 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, exceptions, recommendations, and/or comments have been resolved.

The agency received a late filing finding for the period ended December 31, 2017. To address this matter, Management made the financial records available earlier to assure timely submittal and compliance with the reporting requirements.

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. We were 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, 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.

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.

Luther Speight & Company, LLC
New Orleans, LA
June 29, 2019

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

June 28, 2019 (Date Transmitted)

Luther Speight & Company, LLC (CPA Firm Name)

1100 Poydras Street, Suite #1225 (CPA FirmAddress)

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 December 31, 2018 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 [x] No []

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

Yes [x] No []

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

Yes [x] No []

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

Yes [x] No []

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 [x] No []

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 [x] No []

Reporting

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

Yes [x] No []

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

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

Prior-Year Comments

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

Yes No

General

We are responsible for our compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes No

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

Yes No

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

Yes No

We have made available to you all records that we believe are relevant to the foregoing agreed-upon procedures.

Yes No

We have provided you with any communications from regulatory agencies, internal auditors, other independent practitioners or consultants 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 your report.

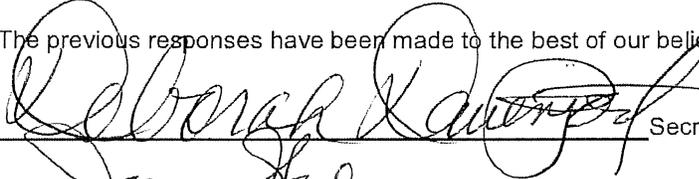
N/A

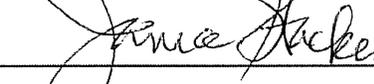
Yes No

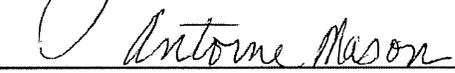
We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur up to the date of your report.

Yes No

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

 Secretary 6-28-19 Date

 Treasurer June 28, 2019 Date

 President 6/28/2019 Date

ST. JOHN #5 BAPTIST CHURCH

Schedule of Compensation, Benefits and Other Payments to Agency Head or Officers

For the Year Ended December 31, 2018

Agency Head Name: BRUCE DAVENPORT

Purpose	Amount
Salary (and bonus)	\$ 9,739.62
Benefits-insurance	
Benefits-retirement	
Benefits-executive parking	
Car allowance	
Vehicle provided by government	
Per diem	
Reimbursements	
Travel	
Registration fees	
Conference travel	
Continuing professional education fees	
Housing	
Unvouchered expenses	
Special meals	

See accompanying accountant's review report.