

JEFF DAVIS
COMMUNITIES AGAINST DOMESTIC ABUSE, INC.

Annual Financial Statements
As of and for the Years Ended December 31, 2024 and 2023

JEFF DAVIS COMMUNITIES AGAINST DOMESTIC ABUSE, INC.

Annual Financial Statements

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Mike B. Gillespie
Certified Public Accountant
A Professional Accounting Corporation

Mike B. Gillespie, CPA, CGMA
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_____◆_____

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors
Jeff Davis Communities Against Domestic Abuse, Inc.
Jennings, Louisiana

We have reviewed the accompanying financial statements of Jeff Davis Communities Against Domestic Abuse, Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2024 and 2023, and the related statements of activities, functional expenses, and cash flows for the years 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 the 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 the financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our 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 AICPA, and the standards applicable to review engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. 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.

We are required to be independent of Jeff Davis Communities Against Domestic Abuse, Inc. and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

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 generally accepted accounting principles in the United States of America.

Other Supplementary Information

The accompanying schedules of compensation, benefits and other payments to agency head or chief executive officer and compensation paid to commissioners listed as other supplementary information in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The other supplementary information has been subjected to the review procedures applied in our review of the basic financial statements. We are not aware of any material modifications that should be made to the other supplementary information. We have not audited the other supplementary information and, accordingly, do not express an opinion on such information.

Other Report

In accordance with the Louisiana Governmental Audit Guide and the provision of state law, we have issued a report dated June 12, 2025, on the results of our agreed-upon procedures.

Mike B. Gillespie, CPA, APAC

Jennings, Louisiana

June 16, 2025

BASIC FINANCIAL STATEMENTS

Jeff Davis Communities Against Domestic Abuse, Inc.
STATEMENTS OF FINANCIAL POSITION
As of December 31, 2024 and 2023

	Statement A	
	<u>2024</u>	<u>2023</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 200,336	\$ 188,127
Investments	235,401	231,150
Accounts receivable	59,306	50,620
Interest Receivable	4,141	3,789
Inventory	560	560
Prepaid expense	12,647	14,848
Total Current Assets	<u>512,391</u>	<u>489,094</u>
PROPERTY AND EQUIPMENT		
Land	9,400	9,400
Building	76,309	76,309
Furniture and equipment	36,263	29,597
Leasehold improvements	150,848	55,698
Accumulated depreciation	(74,175)	(65,142)
Net Property and Equipment	<u>198,645</u>	<u>105,862</u>
TOTAL ASSETS	<u><u>\$ 711,036</u></u>	<u><u>\$ 594,956</u></u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$ 8,840	\$ 1,073
Payroll and related liabilities	10,650	1,010
Total Current Liabilities	<u>19,490</u>	<u>2,083</u>
NET ASSETS		
Without donor restrictions	632,240	542,253
With donor restrictions	59,306	50,620
Total Net Assets	<u>691,546</u>	<u>592,873</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 711,036</u></u>	<u><u>\$ 594,956</u></u>

See accompanying notes and accountant's report.

Jeff Davis Communities Against Domestic Abuse, Inc.
STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2024

Statement B1

	Without Donor Restrictions	With Donor Restrictions	Total
SUPPORT, REVENUES & GAINS			
Support from federal, state, and local government	\$ -	\$ 228,918	\$ 228,918
Contributions:			
United Way	-	15,333	15,333
LA Bar Association	-	55,673	55,673
Zigler Foundation	-	24,000	24,000
Community Foundation Grant	-	1,500	1,500
General Contributions	15,282	-	15,282
Special events	35,680	-	35,680
In-kind contributions	-	2,751	2,751
Other	9,354	-	9,354
Net assets released from restriction	319,489	(319,489)	-
Interest income	9,599	-	9,599
TOTAL SUPPORT, REVENUES & GAINS	389,404	8,686	398,090
EXPENSES			
Program service	207,313	-	207,313
Supporting services:			
Administrative	83,346	-	83,346
Fundraising	8,758	-	8,758
TOTAL EXPENSES AND LOSSES	299,417	-	299,417
CHANGES IN NET ASSETS	89,987	8,686	98,673
NET ASSETS AT BEGINNING OF YEAR	542,253	50,620	592,873
NET ASSETS AT END OF YEAR	\$ 632,240	\$ 59,306	\$ 691,546

See accompanying notes and accountant's report.

Jeff Davis Communities Against Domestic Abuse, Inc.
STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2023

Statement B2

	Without Donor Restrictions	With Donor Restrictions	Total
SUPPORT & REVENUE			
Support from federal, state, and local government	\$ -	\$ 178,111	\$ 178,111
Contributions			
United Way	-	11,000	11,000
LA Bar Association	-	21,500	21,500
General Contributions	20,836	-	20,836
Special events	32,457	-	32,457
In-kind contributions	-	7,851	7,851
Employee retention credit	29,829	-	29,829
Other	6,236	-	6,236
Net assets released from restriction	207,741	(207,741)	-
Interest income	4,935	-	4,935
TOTAL SUPPORT & REVENUE	302,034	10,721	312,755
EXPENSES			
Program service	202,890	-	202,890
Supporting services:			
Administrative	83,224	-	83,224
Fundraising	7,625	-	7,625
TOTAL EXPENSES AND LOSSES	293,739	-	293,739
CHANGES IN NET ASSETS	8,295	10,721	19,016
NET ASSETS AT BEGINNING OF YEAR	533,958	39,899	573,857
NET ASSETS AT END OF YEAR	\$ 542,253	\$ 50,620	\$ 592,873

See accompanying notes and accountant's report.

Jeff Davis Communities Against Domestic Abuse, Inc.
STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended December 31, 2024

Statement C1

	Program Services	Administrative	Fundraising	Total
Depreciation	\$ 6,755	\$ 2,278	\$ -	\$ 9,033
Insurance	12,859	4,286	-	17,145
Interest	199	66	-	265
Occupancy	15,903	1,846	6,481	24,230
Office	-	18,820	-	18,820
Other	4,923	1,641	-	6,564
Payroll taxes	10,524	6,117	300	16,941
Professional fees	-	7,623	-	7,623
Salaries	133,544	40,147	1,977	175,668
Travel	1,566	522	-	2,088
Victim support	21,040	-	-	21,040
	\$ <u>207,313</u>	\$ <u>83,346</u>	\$ <u>8,758</u>	\$ <u>299,417</u>

See accompanying notes and accountant's report.

Jeff Davis Communities Against Domestic Abuse, Inc.
STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended December 31, 2023

Statement C2

	Program Services	Administrative	Fundraising	Total
Depreciation	\$ 6,163	\$ 1,344	\$ -	\$ 7,507
Insurance	11,822	3,940	-	15,762
Interest	127	42	-	169
Occupancy	18,876	2,323	5,952	27,151
Office	-	14,783	-	14,783
Other	6,534	2,178	-	8,712
Payroll taxes	7,069	5,778	216	13,063
Professional fees	-	13,804	-	13,804
Salaries	128,215	38,043	1,457	167,715
Travel	2,969	989	-	3,958
Victim support	21,115	-	-	21,115
	\$ <u>202,890</u>	\$ <u>83,224</u>	\$ <u>7,625</u>	\$ <u>293,739</u>

See accompanying notes and accountant's report.

Jeff Davis Communities Against Domestic Abuse, Inc.
STATEMENTS OF CASH FLOWS
For the Year Ended December 31, 2024 and 2023

	Statement D	
	<u>2024</u>	<u>2023</u>
Cash flows from operating activities:		
Change in Net Assets	\$ 98,673	\$ 19,016
Adjustments to reconcile change in net assets to net cash provided (used):		
Depreciation	9,033	7,507
Loss on disposal of assets	-	-
Return of Prior Year In-kind contribution	-	-
Decrease (Increase) in operating assets:		
Accounts receivable	(8,686)	(10,360)
Interest receivable	(352)	(930)
Interest received	(9,247)	(4,005)
Prepaid expense	2,201	(422)
Increase (Decrease) in operating liabilities:		
Accounts payable	7,767	(677)
Accrued liabilities	9,640	(1,129)
Net Cash Provided (Used) In Operating Activities	<u>109,029</u>	<u>9,000</u>
Cash flows from investing activities:		
Purchase of property and equipment	(101,816)	(13,263)
Purchase of short term certificates of deposits	(100,000)	(100,000)
Proceeds from sell of short term certificates of deposits	<u>104,996</u>	<u>-</u>
Net cash provided (used) by investing activities	<u>(96,820)</u>	<u>(113,263)</u>
Net increase (decrease) in cash and cash equivalents	12,209	(104,263)
Cash and cash equivalents at beginning of year	<u>188,127</u>	<u>292,390</u>
Cash and cash equivalents at end of year	<u><u>\$ 200,336</u></u>	<u><u>\$ 188,127</u></u>

See accompanying notes and accountant's report.

NOTES TO THE BASIC FINANCIAL STATEMENTS

JEFF DAVIS COMMUNITIES AGAINST DOMESTIC ABUSE, INC.
Notes to the Basic Financial Statements

INTRODUCTION

1. NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Nature of Activities

CADA is a nonprofit, community-based program in Jefferson Davis Parish organized to safely empower victims of domestic violence and sexual assault to establish lives that are free from violence and the power and control of others. CADA provides free safety and supportive services to victims of domestic violence and sexual assault and their dependent children and public education to the community at large with the intent to promote social change in Jefferson Davis Parish. CADA is supported primarily through grants, donor contributions, and an annual fundraiser.

The principal accounting policies applied in the preparation of the accompanying financial statements are as follows:

B. Basis of Accounting

The accompanying financial statements presented herein have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

C. Basis of Presentation

Net assets, revenues, and expenses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of CADA and changes therein are classified and reported as follows:

- *Net assets without restrictions* – Net assets available for use in general operations and not subject to donor (or certain grantor) restriction. Revenues are reported as increases in net assets without restrictions, unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in net assets without restrictions.
- *Net assets with restrictions* – Net assets subject to donor (or certain grantor) 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 stipulated that 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.

D. Cash and Cash Equivalents

For purposes of the statement of cash flows, cash equivalents are defined as short-term, highly liquid investments that are both readily convertible to known amounts of cash and have an initial maturity of three months or less.

JEFF DAVIS COMMUNITIES AGAINST DOMESTIC ABUSE, INC.
Notes to the Basic Financial Statements

E. Property and Equipment

Acquisitions of property and equipment in excess of \$500 with a useful life of one year or more are capitalized. Property and equipment are carried at cost or, if donated, at the approximate fair market value at the date of donation. Maintenance and repairs are expensed as incurred; however, those that significantly increase asset values or extend useful lives are capitalized. Depreciation is computed by the straight-line method at rates based on the following estimated useful lives:

	Years
Furniture and equipment	3-15
Building leasehold improvements	7-20

When items of property or equipment are sold or retired, the related cost and accumulated depreciation are removed from the accounts and any gain or loss is included in the statement of activities.

F. Revenue and Support with Restrictions and Without Restrictions

Contributions received are recorded as increases in net assets without donor restrictions or increase in net assets with donor restrictions, depending on the existence and/or nature of any donor restrictions.

All donor-restricted support is reported as an increase in net assets with donor restrictions, depending on the nature of the restrictions. When a 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 restrictions and reported in the statement of activities as net assets released from restrictions.

G. Revenue Recognition

Revenues from Exchange Transactions: CADA recognizes revenue in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) No. 2014-09, *Revenues from Contracts with Customers*, as amended. ASU No. 2014-09 applies to exchange transactions with customers and donors that are bound by contracts or similar arrangements and establishes a performance obligation approach to revenue recognition. The adoption of this standard did not have a material affect of the financial statements.

Contributions are recognized when cash, securities or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give are not recognized until the conditions on which they depend have been substantially met.

A portion of the CADA's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the CADA has incurred expenditures in compliance with specific contract or grant provisions.

JEFF DAVIS COMMUNITIES AGAINST DOMESTIC ABUSE, INC.
Notes to the Basic Financial Statements

H. Allocation of Expenses by Function and Nature

The costs of providing programs and other activities have been summarized on a program basis in the statement of activities and the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Expenses which are easily and directly associated with program services, administrative, and fundraising are charged directly to that functional area. Certain other expenses have been allocated on a functional basis as follows: salaries and benefits – time and effort; occupancy – estimated square footage and some direct; and others based on management estimates.

Program services consists of providing services to victims of domestic violence and sexual assault and their children.

Supporting services consists of management and general expenses, marketing and communications, and fundraising.

I. Income Taxes

CADA is a not-for-profit organization that is exempt from income taxes under Section 501(C) (3) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation. Accordingly, no provision for income taxes has been included in the financial statements. However, if CADA were to engage in activities unrelated to the purpose for which it was created, taxable income could result. In management's judgement, CADA does not have any tax positions that would result in loss contingency considering the facts, circumstances, and information available at the reporting date.

CADA's federal Return of Organization Exempt from Income Tax Form 990 for 2024, 2023, and 2022 are subject to examinations by the IRS, generally for three years after they were filed.

J. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

K. Inventory

Inventory, which consists of cookbooks, is stated at lower of cost or market using the average cost method.

L. Donated Assets

Noncash donations are recorded as contributions at their estimated fair values at the date of donation. Such donations are reported as increases in net assets without donor restrictions unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted contributions.

JEFF DAVIS COMMUNITIES AGAINST DOMESTIC ABUSE, INC.
Notes to the Basic Financial Statements

2. DEPOSITS AND INVESTMENTS

Deposits

At December 31, CADA has cash equivalents (book balances) as follows:

	<u>2024</u>	<u>2023</u>
Demand Deposits	\$ 200,336	188,127
Total Book Balances	<u>\$ 200,336</u>	<u>188,127</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance, or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

Custodial credit risk is the risk that in the event of a bank failure deposits may not be returned to CADA. As of December 31, 2024, and 2023, CADA had deposits (collected bank balances) totaling \$200,002 and \$188,793. As of year end all deposits were insured by FDIC coverage.

Investments

CADA invests only in nonnegotiable certificates of deposits. Pursuant to GASB Statement 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, investments in nonparticipating interest-earning contracts, such as nonnegotiable certificates of deposit with redemption terms that do not consider market rates, are reported using a cost-based measure.

At year end, CADA's investments were as follows:

<u>Investment Type</u>	<u>2024</u>		<u>2023</u>	
	<u>Carrying Amount</u>	<u>Fair Value</u>	<u>Carrying Amount</u>	<u>Fair Value</u>
Certificates of Deposit	\$ 235,401	\$ 235,401	\$ 231,150	\$ 231,150
Total	<u>\$ 235,401</u>	<u>\$ 235,401</u>	<u>\$ 231,150</u>	<u>\$ 231,150</u>

All of the investments listed above have a maturity of less than one year from year end.

JEFF DAVIS COMMUNITIES AGAINST DOMESTIC ABUSE, INC.
Notes to the Basic Financial Statements

For an investment, custodial credit risk is the risk that, in the event of a failure of the counterparty, CADA will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. As of December 31, 2024, and 2023, CADA had investments totaling \$235,401 and \$231,150. As of year end all of CADA's deposits were either insured by FDIC coverage or collateralized by securities held by the pledging financial institution's agent in the name of CADA.

A reconciliation of deposits and investments as shown on the statement of net position are as follows:

	<u>2024</u>	<u>2023</u>
Carrying amount of deposits	\$ 200,336	\$ 188,127
Carrying amount of investments	<u>235,401</u>	<u>231,105</u>
Total	<u>\$ 435,737</u>	<u>\$ 419,232</u>
 Cash equivalents	 \$ 200,336	 \$ 188,127
Investments	235,401	231,105
Total	<u>\$ 435,737</u>	<u>\$ 419,232</u>

3. ACCOUNTS RECEIVABLE

Accounts receivables are made up of the following:

	<u>2024</u>	<u>2023</u>
Grants and contracts	\$ 11,610	47,353
Contributions	3,333	500
Other	44,363	2,767
Less allowance for doubtful accounts	<u>(-)</u>	<u>(-)</u>
Total	<u>\$ 59,306</u>	<u>50,620</u>

The above amounts are deemed to be fully collectible by management.

JEFF DAVIS COMMUNITIES AGAINST DOMESTIC ABUSE, INC.
Notes to the Basic Financial Statements

4. NET ASSETS WITH RESTRICTIONS

Net assets with restrictions are available for the following purposes or periods as of year-end:

	<u>2024</u>	<u>2023</u>
Accounts Receivable (Grants/Pledges)	\$ 59,306	50,620
Interest Receivable	-	-
Total	<u>\$ 59,306</u>	<u>50,620</u>

5. LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The following table presents CADA's financial assets as of the year-end, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the statement of financial position date. Amounts available include donor restricted amounts that are available for general expenditure in the following year:

	<u>2024</u>	<u>2023</u>
Financial assets, at year-end:	\$	
Cash and cash equivalents	200,336	188,127
Accounts receivable	59,306	50,620
Investments	235,401	231,150
Interest receivable	4,141	3,789
Total financial assets at year-end	<u>499,184</u>	<u>473,686</u>
Less contracted or donor-imposed restrictions:		
Restricted by donor with purpose restrictions	<u>-</u>	<u>-</u>
Total contractual or donor-imposed restrictions	<u>-</u>	<u>-</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 499,184</u>	<u>473,686</u>

6. DONATED MATERIALS AND SERVICES

No amounts have been reflected in the financial statements for donated services. CADA generally pays for services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist CADA, but these services do not meet the criteria for recognition as contributed services.

CADA partnered with Second Harvest Food Bank and the local Wal-Mart and began picking up donated food items directly at the local Wal-Mart. CADA received 1,415 pounds of food items during 2024. Second Harvest Food Bank has an estimated value of \$1.75 per pound for 2024 with a total donation value of \$2,476. This amount was recorded as in-kind contribution revenue and a charge to program services victim support expenses.

JEFF DAVIS COMMUNITIES AGAINST DOMESTIC ABUSE, INC.
Notes to the Basic Financial Statements

7. CONCENTRATIONS

In 2024 and 2023, CADA received approximately 49% and 36% of its support, respectively, from the Louisiana Department of Child and Family Services and the Louisiana Coalition Against Domestic Violence. A significant reduction in funding from these sources could materially impact CADA's programs and operations.

8. EMPLOYEE BENEFITS

CADA does not provide a retirement plan for its employees; however, they do participate in the social security program. Prior to January 1, 2014 CADA was exempt from paying quarterly unemployment taxes; however, it must reimburse the state for unemployment benefits paid to employees. Effective January 1, 2014, CADA enrolled in the state's unemployment program and pays quarterly unemployment taxes. During the year ended December 31, 2024 and 2023, \$0 and \$0 of unemployment benefits were charged by former employees and the total amount due to the state as of December 31, 2024 and 2023, was \$0 and \$0.

9. COMPENSATED ABSENCES

Upon the anniversary of one year of full-time employment, an employee is eligible for one week (5 days) of paid vacation leave. After two years of full-time employment an employee is eligible for two weeks (10 days); fifth year or more, three weeks (15 days). Each fulltime employee is eligible for 10 paid sick/personal leave days (80 hours per year) at the beginning of each year, beginning the first day after their 90-day probationary period. All leave must be used by the end of the year and cannot be carried into the next year. All leave at the end of the year is lost. Employees are not paid out for any unused leave. As such, the organization has no accrued compensated absences.

10. EVALUATION OF SUBSEQUENT EVENTS

CADA has evaluated subsequent events through June 16, 2025 the date which the financial statements were available to be issued and determined that there are no subsequent events that require disclosure.

OTHER SUPPLEMENTARY INFORMATION

Jeff Davis Communities Against Domestic Abuse, Inc.
Schedule of Compensation, Benefits and Other Payments to Agency Head
or Chief Executive Officer
For the Year Ended December 31, 2024

Schedule 1

Agency Head Name:

Cynthia Petry

Agency Head Title:

Executive
Director

Wages	\$	30,670
Benefits - Social Security		1,902
Benefits - Medicare		445
Benefits - LA Unemployment		63
Reimbursements		86
Travel		1,000
	\$	<div style="border-top: 1px solid black; border-bottom: 3px double black;">34,166</div>

See accompanying notes and accountant's report.

OTHER REPORTS

Mike B. Gillespie
Certified Public Accountant
A Professional Accounting Corporation

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**INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES**

To the Board of Directors
Jeff Davis Communities Against
Domestic Abuse, Inc.
Jennings, Louisiana

We have performed the procedures enumerated below on Jeff Davis Communities Against Domestic Abuse, Inc. (CADA) compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended December 31, 2024, 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.

CADA 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 CADA's compliance with the laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the year ended December 31, 2024. Additionally, the Louisiana Legislative Auditor has agreed to and acknowledged that the procedures performed are appropriate for its purposes. The 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:

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.

CADA's federal award expenditures for all federal programs for the fiscal year follow:

Federal, State, or Local Grant Name	Grant Year	CFDA No. (if applicable)	Amount
<u>Crime Victim Assistance</u>	2024	16.575	19,353
<u>S.T.O.P. Violence Against Women Formula Grant Program</u>	2024	16.588	4,110
<u>Family Violence Prevention Services Program</u>	2024	93.671	97,674
Total Expenditures			121,137

2. For each federal, state, and local award, randomly select six disbursements from each award administered during the period under examination, provided that no more than 30 disbursements would be selected.

We randomly selected 6 disbursements from each award administered during the period under examination for a total of 18 selected disbursements.

3. For the items selected in Procedure 2, trace the six disbursements to supporting documentation as to proper amount and payee.

Findings: No findings.

4. For the items selected in Procedure 2, determine if the six disbursements are properly coded to the correct fund and general ledger account.

Findings: No findings.

5. For the items selected in Procedure 2, determine whether the six disbursements received approval from proper authorities.

Findings: No findings.

6. For the items selected in Procedure 2: For federal awards, determine 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, determine whether the disbursements comply with the grant agreement, relating to:

Activities allowed or unallowed

Findings: No findings.

Eligibility

Findings: No findings.

Reporting

Findings: No findings.

7. For the programs selected for testing in Procedure 2 that had been closed out during the period under review, compare the close-out report, when required, with the agency's financial records to determine whether the amounts agree.

Findings: No findings.

Open Meetings

8. Examine evidence indicating that agendas for meetings recorded in the minute book were 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 at <http://app1.la.state.la.us/lala.nsf>, to determine whether a non-profit agency is subject to the open meetings law.

Findings: No finding. Not applicable per review of Attorney General Opinion No. 13-0043 and the guidance in the publication "Open Meeting FAQs," available on the Legislative Auditor's website.

Budget

9. For all grants exceeding five thousand dollars, determine 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.

Findings: No finding. CADA 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.

State Audit Law

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

Findings: No finding.

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).

Findings: No finding.

Prior Comments and Recommendations

12. Review any prior-year suggestions, recommendations, and/or comments to determine the extent to which such matters have been resolved.

Findings: No finding. There were no prior-year suggestions, comments or recommendations.

Management's response to the findings are as follows:

No findings noted above that require a management response.

We were engaged by CADA 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 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 engagement, 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.

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

This report is intended solely to describe the scope of testing performed on CADA'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.

Mike B. Gillespie, CPA, APAC

Jennings, Louisiana
June 16, 2025

JEFF DAVIS COMMUNITIES AGAINST DOMESTIC ABUSE, INC.
Jennings, Louisiana

MANAGEMENT'S SCHEDULE OF PRIOR YEAR FINDINGS
For the Year Ended December 31, 2024

SECTION I – INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMENTS

No findings reported.

SECTION II – INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

No findings reported.

SECTION III – MANAGEMENT LETTER

No findings reported.

* * * * *

THIS SCHEDULE HAS BEEN PREPARED BY MANAGEMENT

JEFF DAVIS COMMUNITIES AGAINST DOMESTIC ABUSE, INC.
Jennings, Louisiana

SCHEDULE OF CURRENT YEAR FINDINGS AND RESPONSES
For the Year Ended December 31, 2024

SECTION I – INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FINANCIAL STATEMENTS

No findings reported.

SECTION II – INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

No findings reported.

SECTION III – MANAGEMENT LETTER

No findings reported.

JEFF DAVIS COMMUNITIES AGAINST DOMESTIC ABUSE, INC.
Jennings, Louisiana

MANAGEMENT'S CORRECTIVE ACTION PLAN FOR CURRENT YEAR FINDINGS
For the Year Ended December 31, 2024

SECTION I – INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FINANCIAL STATEMENTS

No findings reported.

SECTION II – INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

No findings reported.

SECTION III – MANAGEMENT LETTER

No findings reported.

* * * * *

THIS SCHEDULE HAS BEEN PREPARED BY MANAGEMENT

Jeff Davis Communities Against Domestic Abuse, Inc.

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

_____ (Date Transmitted)

To:

Mike B Gillespie, CPA, APAC
PO Box 1347
Jennings, LA 70546

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of December 31, 2024 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 ☐

Jeff Davis Communities Against Domestic Abuse, Inc.

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 ☐

Jeff Davis Communities Against Domestic Abuse, Inc.

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.

Secretary _____ Date

Treasurer _____ Date

Cynthia Pety _____ Executive Director Dec. 10, 2024 Date