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Affidavit and Revenue Certification

Piney Hills Louisiana Master Gardeners ENTITY NAME

Webster Parish

MINDEN, LA (City), State

ANNUAL SWORN FINANCIAL STATEMENTS AND CERTIFICATION OF REVENUES \$75,000 OR LESS (if applicable)

The annual sworn financial statements are *required* by Louisiana Revised Statute 24:514 to be filed with the Legislative Auditor within 90 days after the close of the fiscal year. The certification of revenues of \$75,000 or less, if applicable, is required by Louisiana Revised Statute 24:513(J)(1)(c)(i)(aa).

Personally came and appeared before the undersigned authority, RICHARD WHITE (enter officer name), who, duly sworn, deposes and says that the financial statements herewith given present fairly the financial position of Piney Hills Louisiana Master Gardeners (enter entity name) as of 07/31/17 (entity's year-end), and the results of operations for the year then ended, in accordance with the basis of accounting described within the accompanying financial statements.

(Complete if applicable)

In addition, Richard White (officer name), who, duly sworn, deposes and says that Richard White (entity name) received \$75,000 or less in revenues and other sources for the year ended 07/31/17, and accordingly, is not required to have an audit for the previously mentioned year.

Richard White

Officer's Signature

Sworn to and subscribed before me this 14th day of November, 2018.

[Signature]
NOTARY PUBLIC SIGNATURE & SEAL

| For Office Use Only | |
|---|--------------------|
| Under provisions of state law, this report will become a public document on the Monday following the release date. A copy of the report will be submitted to appropriate public officials and be available for public inspection at the Baton Rouge office of the Louisiana Legislative Auditor and, where appropriate, at the office of the parish clerk of court. | |
| Release Date | <u>NOV 21 2018</u> |

| Please Complete This Section | |
|------------------------------|-------|
| Officer's Name | _____ |
| Officer's Title | _____ |
| Address | _____ |
| City, Zip | _____ |
| Ph: Cell/Land | _____ |
| E-mail | _____ |

Please return the completed form within 90 days of your entity's year-end to Louisiana Legislative Auditor -- Local Government Services; Post Office Box 94397, Baton Rouge, LA 70804-9397 - Updated 8/3/16

Piney Hills Louisiana Master Gardeners
(Agency Name)

Statement of Cash Receipts and Disbursements
For the Year Ended 7/31/17
(Year-End)

| | General Fund | Other Fund | Total |
|---|--------------|------------|-------------|
| RECEIPTS (Provide Brief Description): | | | |
| 1. GRANT FROM Webster | \$1,000 | \$ | \$1,000 |
| 2. PARISH TOURISM Bureau | | | |
| 3. only for PUBLICITY | | | |
| 4. | | | |
| 5. | | | |
| 6. Total receipts (add lines 1 - 5) | \$7,832.00 | \$ | \$7,832.00 |
| DISBURSEMENTS (Provide Brief Description): | | | |
| 7. Used the grant from | \$ | \$ | \$ |
| 8. Webster Parish Tourism | | | |
| 9. Bureau for ADVERTISING | | | |
| 10. own garden TOUR | | | |
| 11. | | | |
| 12. | | | |
| 13. Total Disbursements (add lines 7 - 12) | \$6,847.00 | \$ | \$6,847.00 |
| 14. Change in fund balance (Lines 6 minus 13) | \$985.00 | \$ | \$985.00 |
| 15. Fund Balance at beginning of year | \$18,066.67 | \$ | \$18,066.67 |
| 16. Fund balance (deficit) at end of year (Add lines 14-15) -This amount also goes on line 12, Statement B | \$19,051.67 | \$ | \$19,051.67 |

copy on both of these

PLEASE RETAIN A COPY OF THE COMPLETED FINANCIAL STATEMENTS FOR YOUR RECORDS

Receipts and Expenses 2017

| | |
|-------------------------------------|------------|
| Dues | \$1,280.00 |
| Buds & Blooms (See attached) | \$927.00 |
| Green Thumb Seminar | \$2,242.00 |
| Misc. Fund Raising | \$350.00 |
| WalMart Grants | \$1,000.00 |
| Webster Parish Tourism | \$1,000.00 |
| Silent Auction | \$1,033.00 |
| | |
| Total Receipts | \$7,832.00 |
| | |
| Expenses | |
| | |
| St. Judes | \$250.00 |
| 4H Scholarships | \$2,000.00 |
| 4H Garden Contest | \$913.00 |
| AG Magic (State Fair) | \$563.00 |
| Teaching Garden | \$750.00 |
| New Class | \$84.00 |
| Insurance | \$400.00 |
| Dues(Chamber of Comm, ARS) | \$220.00 |
| .Memorials | \$175.00 |
| Office Supplies | \$39.00 |
| Speaker Gifts | \$75.00 |
| Advertising(Webster Parish Tourism) | \$1,000.00 |
| Cost of Gloves, trowels, etc. | \$378.00 |
| | |
| Total Expenses | \$6,847.00 |
| | |
| Income 2017 | \$985.00 |

Piney Hills Louisiana Master Gardeners
 (Agency Name)

Balance Sheet, on 7/31/17
 (Year-End)

| | General Fund | Other Fund | Total |
|---|---------------------|---------------|---------------------|
| ASSETS (balances at year-end) -Give brief description: | | | |
| 1. Cash and cash equivalents on hand | \$18,893.77 | | \$18,893.77 |
| 2. Investments (fair value) on hand | | | |
| 3. Office furnishings (Cost of desks, etc) | | | |
| 4. Equipment (Cost of fax machine, etc) | 350- | | 350.00 |
| 5. Other (brief description) <u>canopies</u> | 600 | | 600- |
| 6. Total Assets (add lines 1 - 5) | <u>\$ 950</u> | <u>\$</u> | <u>\$ 950</u> |
| LIABILITIES AND FUND BALANCE (at year-end): | | | |
| 7. Liabilities (give brief description): | | | |
| 8. | \$ | \$ | \$ |
| 9. | | | |
| 10. | | | |
| 11. Total Liabilities (add lines 7 - 10) | | | |
| 12. Fund balance (amount from Line 16 on Statement A) | 19,051.67 | | 19,051.67 |
| 13. Other | | | |
| 14. Total Liabilities and Fund Balance (add lines 11 - 13) | <u>\$ 19,051.67</u> | <u>\$</u> | <u>\$ 19,051.67</u> |

PLEASE RETAIN A COPY OF THE COMPLETED FINANCIAL STATEMENTS FOR YOUR RECORDS

Piney Hills Louisiana Master Gardeners (Agency Name)

Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer (Required Form - Please Submit Completed Form Per Attached Instructions)

For the Year Ended 7/31/17 (Year-End)

Agency Head Name and Title: Richard White, Treasurer

| Purpose | Dollar Amount |
|---|---------------|
| 1. Salary | 1. |
| 2. Benefits-insurance | 2. |
| 3. Benefits-retirement | 3. |
| 4. Benefits-other (describe) | 4. |
| 5. Benefits-other (describe) | 5. |
| 6. Benefits-other (describe) | 6. |
| 7. Car allowance | 7. |
| 8. Vehicle provided by government (if reported on your W-2) | 8. |
| 9. Per diem | 9. |
| 10. Reimbursements | 10. |
| 11. Travel | 11. |
| 12. Registration fees | 12. |
| 13. Conference travel | 13. |
| 14. Housing | 14. |
| 15. Unvouchered expenses (example: travel advances, etc.) | 15. |
| 16. Special meals | 16. |
| 17. Other | 17. |
| 18. TOTAL (enter total of line 1-17) | 18. |

This is a volunteer organization receiving any salary

Please check here if the Agency Head does not receive any compensation, benefits, and other payments. (Act 462 of the 2015 Legislative Session allows nongovernmental entities or not-for-profit (quasi-public) entities to report on the Act 706 schedule only those payments to the agency head that are derived from the public funds.)

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