

CASA of Terrebonne, Inc.



Financial Statements

As of and for the Year Ended June 30, 2021

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CASA OF TERREBONNE, INC.

Financial Statements
As of and for the year ended June 30, 2021

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
CASA of Terrebonne, Inc.

We have audited the accompanying financial statements of CASA of Terrebonne, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of CASA of Terrebonne, Inc. as of June 30, 2021, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule CASA AP grant revenue and expenses on page 16 and the schedule of compensation, benefits, and other payments to agency head or chief executive officer on page 17 are presented for purposes of additional analysis and are not a required part of the 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 information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 25, 2021, on our consideration of the CASA of Terrebonne's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the CASA of Terrebonne's internal control over financial reporting and compliance.



Thibodaux, Louisiana
August 25, 2021

Financial Section

CASA OF TERREBONNE, INC.
Statement of Financial Position
June 30, 2021

ASSETS

CURRENT ASSETS:

Cash and cash equivalents	\$ 276,763
Grants receivable - CASA-AP	57,801
Other receivable - IRS payroll tax	5,119
Prepaid expenses	2,471
TOTAL CURRENT ASSETS	<u>342,155</u>

PROPERTY AND EQUIPMENT:

Furniture, equipment & improvements	57,377
Accumulated depreciation	(18,914)
TOTAL PROPERTY & EQUIPMENT	<u>38,463</u>

OTHER ASSETS:

Investments	262,000
Deposits	1,000
TOTAL OTHER ASSETS	<u>263,000</u>

TOTAL ASSETS \$ 643,618

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES:

Accounts payable	\$ 1,372
Accrued payroll and payroll tax payable	5,741
Compensated absences payable	9,524
Short term portion of long term obligations	1,375
TOTAL CURRENT LIABILITIES	<u>18,012</u>

LONG TERM LIABILITIES:

Capital lease obligation	759
TOTAL LONG TERM LIABILITIES	<u>759</u>

NET ASSETS:

With donor restrictions:	11,009
Without donor restrictions	613,839
TOTAL NET ASSETS	<u>624,847</u>

TOTAL LIABILITIES & NET ASSETS \$ 643,618

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

CASA OF TERREBONNE, INC.
Statement of Activities
For the Year Ended June 30, 2021

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Totals</u>
REVENUES AND OTHER SUPPORT:			
Fund-raising activities	\$ 500		\$ 500
Donations	96,764		96,764
Interest income	6,906		6,906
Insurance proceeds	150,000		150,000
PPP funding	24,688		24,688
Other income	5,241		5,241
Grant income		326,321	326,321
Satisfaction of restrictions	<u>327,116</u>	<u>(327,116)</u>	<u>-</u>
Total revenue and other support	611,216	(794)	610,421
EXPENSES:			
Program services:			
Court appointed special advocate	497,516		497,516
Support services:			
General and administrative	60,255		60,255
Fund-raising expense	<u>-</u>		<u>-</u>
Total support services	<u>60,255</u>		<u>60,255</u>
Total expenses	<u>557,771</u>		<u>557,771</u>
INCREASE (DECREASE) IN NET ASSETS	53,444	(794)	52,650
NET ASSETS, beginning of year, restated (note 2)	<u>560,394</u>	<u>11,803</u>	<u>572,197</u>
NET ASSETS, end of year	<u>\$ 613,839</u>	<u>\$ 11,009</u>	<u>\$ 624,847</u>

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

CASA OF TERREBONNE, INC.
Statement of Functional Expenses
For the Year Ended June 30, 2021

	PROGRAM	SUPPORT SERVICES			Total Expenses
	SERVICES			Total Support Services	
	Court Appointed Special Advocate	Management and General	Fund-raising		
Advertising	\$ 10,156	\$ 1,128		\$ 1,128	\$ 11,284
Computer support & subscriptions	5,610	623		623	6,233
Depreciation expense	4,090	454		454	4,544
Insurance - property & liability	13,660	1,518		1,518	15,178
Interest expense	338	38		38	376
Office expense	41,827	4,647		4,647	46,474
Other expenses	9,181	1,020		1,020	10,201
Payroll taxes	19,698	2,189		2,189	21,887
Personnel insurances	32,872	3,652		3,652	36,524
Printing	1,216	135		135	1,351
Professional fees	68,528	7,614		7,614	76,142
Rent & utilities	28,832	3,204		3,204	32,036
Repairs & maintenance	1,897	211		211	2,108
Retirement contributions	4,095	455		455	4,550
Salaries	240,853	26,761		26,761	267,615
Scholarship awards	2,500	-		-	2,500
Supplies	7,644	849		849	8,493
Training	3,633	404		404	4,037
Travel	886	98		98	985
Volunteer & staff appreciation	-	5,254		5,254	5,254
TOTAL	\$ 497,516	\$ 60,255	\$ -	\$ 60,255	\$ 557,771

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

CASA OF TERREBONNE, INC.
Statement of Cash Flows
For the Year Ended June 30, 2021

CASH FLOWS FROM OPERATING ACTIVITIES:	
Increase in net assets	\$ 52,650
Adjustments to reconcile net assets to net cash provided by operating activities:	
Depreciation	4,544
(Increase) decrease in operating assets:	
Grants receivable	(32,634)
Other receivables	(5,119)
Prepaid expenses	(18)
Deposits	-
Increase (decrease) in operating liabilities:	
Accounts payable	441
Payroll and payroll liabilities	181
Compensated absences payable	<u>2,070</u>
Net cash provided (used) by operating activities	22,114
CASH FLOWS FROM INVESTING ACTIVITIES:	
Purchase of capital assets	(6,505)
Redemption of certificate of deposit	<u>100,000</u>
Net cash provided (used) by investing activities	93,495
CASH FLOWS FROM FINANCING ACTIVITIES:	
PPP loan forgiveness received	(24,688)
Payments made on capital lease obligation	<u>(1,202)</u>
Net cash provided (used) by financing activities	(25,890)
Net increase (decrease) in cash and cash equivalents	<u>89,719</u>
CASH AND CASH EQUIVALENTS, beginning of year	187,044
CASH AND CASH EQUIVALENTS, end of year	<u><u>\$ 276,763</u></u>

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

CASA OF TERREBONNE, INC.
Notes to the Financial Statements
For the Year Ended June 30, 2021

NOTE I SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies followed are described to enhance the usefulness of the financial statements to the reader.

A. NATURE OF OPERATIONS

CASA of Terrebonne, Inc. (the Organization) is a nonprofit corporation organized under the laws of Louisiana on July 10, 2000. The corporation was formed for the purpose of recruiting, training and supporting volunteer court appointed advocates to speak for the best interests of abused and neglected children in court. The Organization is a member of the National Court Appointed Special Advocate Association. Their mission is to be an independent and objective presence in the courts and to advocate for the best interests of abused, neglected, or dependent children involved in child-in-need care cases. The Organization promotes and supports trained community volunteers to represent children and help secure for each child a nurturing, safe, and permanent home. CASA of Terrebonne, Inc. serves the children of Terrebonne parish. A Board of Directors manages the operation of the Organization, and those Directors receive no compensation for their services. The Organization is primarily funded through grants from various organizations and agencies as well as contributions from private foundations, corporations, and individuals.

B. FINANCIAL STATEMENT PRESENTATION

The financial statements of the CASA of Terrebonne, Inc. have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Net assets and revenues, expenses, gains and losses are classified based on the existence of donor-imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Net assets without donor restrictions – Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These assets may be used at the discretion of the Organization's management and board of directors.

Net assets with donor restrictions – Net assets subject to donor-imposed stipulations that will be met, either (1) by incurring expenses satisfying the restricted purpose (purpose restricted), and/or passage of time or other events (time restricted), or (2) will never expire (perpetual in nature). 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.

C. CASH AND CASH EQUIVALENTS

For purposes of the Statement of Cash Flows, the Organization considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash

CASA OF TERREBONNE, INC.
Notes to the Financial Statements
For the Year Ended June 30, 2021

equivalents. There were no restricted cash equivalents at year-end.

D. RECEIVABLES

CASA of Terrebonne considers grants receivable to be fully collectible since the balance consists principally of payments due under government contracts. If amounts due became uncollectible, they will be charged to operations when that determination is made.

E. INVESTMENTS

Investments consist of certificates of deposit which do not meet CASA's definition of cash equivalents. The investments are carried at their fair values in the Statement of Financial Position.

F. PROPERTY AND EQUIPMENT

Property and equipment purchased with an original cost of \$500 or more are reported at historical cost. Donations of property and equipment are recorded as support at their estimated fair value as of the date received. Such donations are reported as unrestricted support 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 support. Absent donor stipulations regarding how long those donated assets must be maintained, the organization reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. CASA of Terrebonne reclassifies net assets with donor restrictions to net assets without donor restrictions at that time.

Property and equipment are depreciated using the straight-line method over their estimated useful lives as follows:

Equipment & furniture	5-7 years
Leasehold improvements	5-15 years

G. CONTRIBUTED FACILITIES AND SERVICES

Donated services are recognized as contributions in accordance with SFAS No. 116, "Accounting for Contributions Received and Contributions Made", if the services (a) create or enhance nonfinancial assets or (b) required specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. Many individuals volunteer their time and perform a variety of tasks that assist the Organization with the advocacy program throughout the year that are not recognized as contributions in the financial statements since the recognition criteria under SFAS No. 116 were not met.

CASA OF TERREBONNE, INC.
Notes to the Financial Statements
For the Year Ended June 30, 2021

H. REVENUE AND EXPENSE RECOGNITION

Contributions are recognized when the donor makes a commitment to give and are considered to be available for unrestricted use unless specifically restricted by the donor. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restriction expires in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires (that is, when a stipulated time restriction ends or a purpose restriction is accomplished), donor restricted net assets are reclassified to net assets without donor restrictions and reported in the Statement of Activities as net assets released from restrictions. Restrictions on gifts of fixed assets or cash for the purchase of fixed assets expire when the asset is placed in service. Expenses are recognized in the period incurred in accordance with the accrual basis of accounting.

I. FEDERAL FINANCIAL AWARDS

Revenues for direct and indirect federal grants and contracts are recorded based on expenses incurred for contracts that are on a cost reimbursement basis. In the statement of activities, these revenues are presented in Grant Income. Related contract receivables are referred to as Grant Receivables in the statement of financial position.

J. ADVERTISING

Advertising costs are expensed when incurred.

K. INCOME TAX STATUS

CASA of Terrebonne, Inc. is exempt from federal income tax under Section 501(C)(3) of the Internal Revenue Code. In addition, the organization qualifies for the charitable contribution deduction under section 170(b)(1)(A) and has been classified as an organization that is not a private foundation under Section 509(a)(2). Accordingly, no provision for income taxes is made in the financial statements.

CASA of Terrebonne, Inc. is required to file federal form 990 for informational purposes and federal income tax returns for tax years 2017 and beyond remain subject to examination by the Internal Revenue Service.

L. USE OF ESTIMATES

The process of preparing financial statements in conformity with generally accepted accounting principles requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues and expenses. Such estimates primarily relate to unsettled transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

CASA OF TERREBONNE, INC.
Notes to the Financial Statements
For the Year Ended June 30, 2021

M. FUNCTIONAL ALLOCATION OF EXPENSES

The costs of providing the program and other activities have been summarized on a functional basis in the Statement of Activities and the Statement of Functional Expenses. Accordingly, direct expenses have been allocated by management among program and supporting services benefited based on specific identification. Indirect expenses have been based on salary allocation between program and supporting services benefited.

N. COMPENSATED ABSENCES

Eligible employees will be granted paid vacation on the employee's anniversary date of each calendar year according to the following schedule.

Six months to one year	5 days (40 hours)
One year to three years	10 days
Four to five years	15 days
Six years	18 days
More than six years	for each additional year in excess of six years of service, and employee will receive one additional day per year added to the standard 18 days per year, not to exceed 20 days annual vacation.

An employee becomes eligible to receive vacation benefits when they have successfully completed the six months of continuous employment.

Unused vacation leave may be carried over up to 120 hours. Upon separation, employees will be compensated for any unused vacation leave, paid at the current salary, which is not to exceed 240 hours.

Eligible employees will be granted 40 hours per year sick leave after three months of employment. 40 hours of sick leave will be granted each year on the employee's anniversary date. Sick leave is not accrued nor paid upon separation.

O. MANAGEMENT OF LIQUID RESOURCES

CASA of Terrebonne is primarily funded by contributions that may contain restrictions. Those restrictions required that resources be used in a certain manner or in a future period. Therefore, CASA of Terrebonne must maintain adequate resources to meet those responsibilities to its donors and certain financial assets may not be available for general expenditure within one year. As part of its liquidity management, CASA has a policy to structure its financial assets to be available as general expenditures, liabilities, and other obligations become due. CASA also invests its cash in investments held by Edward Jones. The Board of Directors may occasionally designate amounts to its liquidity reserve that could be utilized in the event of an unanticipated liquidity need.

CASA OF TERREBONNE, INC.
Notes to the Financial Statements
For the Year Ended June 30, 2021

P. SUBSEQUENT EVENTS

The subsequent events of the organization were evaluated through the date of the financial statements were available to be issued (August 25, 2021).

Q. RECENT ACCOUNTING PRONOUNCEMENTS

In May 2014, the FASB issued Accounting Standards Update No. 2014-9, Revenue from Contracts with Customers (Topic 606). This guidance is a comprehensive new revenue recognition standard that will supersede substantially all existing revenue recognition guidance. The new standard's core principle is that a company will recognize revenue when it transfers promised goods or services to customers in an amount that reflects the consideration to which the company expects to be more entitled in exchange for those goods or services. In doing so, companies will need to use more judgment and make more estimates than under existing guidance. These may include identifying performance obligations in the contract, estimating the amount of variable consideration to include in the transaction price and allocating the transaction price to each separate performance obligation. On July 9, 2015, the FASB agreed to delay the effective date of the standard by one year. In June 2020, the FASB agreed to delay the effective date of the standard by one year. The new standard was implemented by CASA of Terrebonne, Inc. for the year ended June 30, 2021, and did not have a significant impact on the Organization's financial statements.

In February 2016, the FASB issued ASU No. 2016-02, Leases (Topic 842) intended to improve financial reporting regarding leasing transactions. The new standard affects all companies and organizations that lease assets and liabilities for the rights and obligations created by those leases if the lease terms are more than 12 months. The guidance also will require qualitative quantitative disclosures providing additional information about the amounts recorded in the financial statements. The amendments in this update are effective for fiscal years beginning after December 15, 2020, including interim periods within those fiscal years. The Organization is evaluating the potential impact of the amendment on the Organization's financial statements.

NOTE 2 RESTATEMENT OF NET ASSETS

A prior period adjustment was made to correct the beginning balances of the investments and the refundable advances account. The net effect of this adjustment decreased net assets by \$2,100.

NOTE 3 CONCENTRATION OF RISK

CASA's primary sources of support are from grants awarded by the state. Management is always seeking funding for the upcoming years through renewals of current grants as well as by applying for new grants; however, in the event the Organization is unable to secure additional funding, the financial position of the Organization could be significantly impacted. For the year ended June 30, 2021, the Organization's support from state grants totaled 50%

CASA OF TERREBONNE, INC.
Notes to the Financial Statements
For the Year Ended June 30, 2021

of total revenue.

NOTE 4 CASH AND EQUIVALENTS

Cash and Cash equivalents (book balances) consisted of the following at June 30, 2021:

Cash – interest bearing accounts	\$244,172
Cash – non-interest bearing accounts	<u>32,591</u>
Total cash	<u>\$276,763</u>

At year-end, CASA had cash (collected bank balances) totaling \$277,547. These deposits are stated at cost, which approximates market. All accounts are fully secured through FDIC and SIPC. Balances did not exceed these insured limits throughout the year.

NOTE 5 INVESTMENTS – CERTIFICATES OF DEPOSIT

At June 30, 2021, certificates of deposit consisted of the following:

Certificates of Deposit	Maturity Date	Maturity Value	Value	Rate
Goldman Sachs Bk New York	7/19/21	\$77,000	\$79,362	4.62%
Sallie Mae Bk Salt Lake City	8/22/22	\$85,000	\$88,144	5.38%
Goldman Sachs Bk New York	6/19/24	\$100,000	\$108,270	10.56%

Interest income recognized for the period, earned by the certificates of deposit total \$6,906 and is reported in the statement of activities as income without restrictions.

NOTE 6 PROPERTY AND EQUIPMENT

Property and Equipment at June 30, 2021, consisted of the following:

Office equipment & furniture	\$ 18,244
Miscellaneous	1,471
Leasehold improvements	37,661
Accumulated depreciation	<u>(18,914)</u>
Net	<u>\$ 38,463</u>

Depreciation expense for the year ended June 30, 2021 was \$4,544.

NOTE 7 OPERATING LEASE

CASA of Terrebonne entered into a commercial lease for its office space on August 2, 2018. The terms are for ten years beginning August 1, 2018 and ending July 31, 2028

CASA OF TERREBONNE, INC.
Notes to the Financial Statements
For the Year Ended June 30, 2021

(primary term). This lease secured office space for the administrative office. Rent is \$2,000 monthly, payable on the first of the month. CASA of Terrebonne is responsible for utilities and certain building maintenance expense.

The lessor has granted CASA of Terrebonne the exclusive option to purchase the property at any point within the primary term for the outstanding balance due on the mortgage loan at the time of said purchase.

The future minimum commitment for the next five years of this agreement follows:

Year Ended July 30,	Total Commitment
2022	\$24,000
2023	\$24,000
2024	\$24,000
2025	\$24,000
Total minimum payments	\$96,000

Rent expense for the year ended June 30, 2021, was \$24,000.

NOTE 8 CAPITAL LEASE OBLIGATIONS

On December 3, 2018, CASA entered into a lease agreement with Canon Solutions of America for a Cannon Copier. The agreement is for 48 months, ending December 13, 2022. Monthly payments are \$131.56. At the time of the original agreement, the copier was valued at \$4,864 and has been recorded as a capital asset on the statement of financial position. \$973 of depreciation has been recorded and is included in the total depreciation expense reported on the statement of activities.

At June 30, 2021, the minimum commitment for the remainder of this agreement follows:

Year Ended, June 30	Total Commitment
2022	\$1,579
2023	\$ 789
Total minimum commitment	\$2,368

NOTE 9 BOARD COMPENSATION

The Board of Directors is a voluntary board; therefore, no compensation was paid to any board member for the year ended June 30, 2021.

CASA OF TERREBONNE, INC.
Notes to the Financial Statements
For the Year Ended June 30, 2021

NOTE 10 EMPLOYEE BENEFIT PLAN

Eligible employees can participate in a SIMPLE IRA which is a defined contribution salary deferral plan. Under the plan, CASA matches the employee's contribution up to three percent of each eligible employee's salary. All contributions are 100% vested to the employee. Plan expenses incurred by CASA for the current year ended totaled \$4,550.

NOTE 11 AVAILABILITY OF FINANCIAL ASSETS

CASA of Terrebonne maintains operating revenue for general expenditures. At June 30, 2021, current financial assets totaled \$337,036. These assets are available for general expenditures. CASA of Terrebonne has a goal to maintain financial assets, which consists of cash and receivables, on hand to meet 60 days of normal operating expenses, which are on average, \$72,000. It is the Organization's policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations become due.

NOTE 12 LITIGATION AND CLAIMS

During the fiscal year ended June 30, 2020, CASA of Terrebonne was named as a defendant in a lawsuit involving a former employee. The suit was settled out of court in November 2020. CASA's liability was limited to the insurance deductible of \$1,000. All other obligations are covered under insurance. Therefore, this claim does not have a material adverse effect on CASA's financial position.

CASA of Terrebonne, Inc. is exposed to various risks of loss from torts; theft of, damage to, and destruction of assets; business interruption; errors and omissions; employee injuries; and natural disasters. Commercial insurance coverage is purchased to cover real and personal property, general liability, automobile, and criminal liability. There has been no significant reduction in insurance coverage during the current fiscal year.

CASA OF TERREBONNE, INC.
Schedule of CASA Assistance Program
Grant Income and Expenditures
For the Year Ended June 30, 2021

Grant appropriations	\$ 306,271
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Expenditures:

Program Services

Court Appointed Special Advocate

Training	1,137
Operating expense	47,340
Printing	1,022
Professional fees	1,682
Salaries	134,894
Fringe benefits	37,407
Supplies	5,366
Travel	835
Administrative	<u>76,274</u>

Total expenditures	<u>305,959</u>
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Change in net assets	<u><u>\$ 312</u></u>
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Notes:

This schedule is prepared using the cash method of accounting.

CASA OF TERREBONNE, INC.**Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer****For the Year Ended June 30, 2021****Agency Head Name:**

Donna Brunet, Executive Director (July 1, 2020 – January 26, 2021)

Purpose	Amount
Salary	\$32,433
Benefits-insurance	5,919
Benefits-retirement	966
Benefits-other	0
Car allowance	0
Vehicle provided by government	0
Per diem	0
Reimbursements	0
Travel / mileage	0
Registration fees	0
Conference travel	0
Housing	0
Unvouchered expenses*	0
Special meals	0

Christine Aucoin, Executive Director (January 27, 2021 – June 30, 2021) *

Purpose	Amount
Salary	\$20,765
Benefits-insurance	4,340
Benefits-retirement	447
Benefits-other	0
Car allowance	0
Vehicle provided by government	0
Per diem	0
Reimbursements	0
Travel / mileage	0
Registration fees	0
Conference travel	0
Housing	0
Unvouchered expenses*	0
Special meals	0

*Amounts reflective of compensation after assuming the role of Executive Director.

Other Information

CASA OF TERREBONNE, INC.
Schedule of Prior Year Findings
For the Year Ended June 30, 2021

Section I – Internal Control and Compliance material to the financial statements:

Ref. No. 2006-01 – Inadequate Segregation of Duties

Description of Finding

A material weakness exists in internal controls due to the size of the CASA of Terrebonne's operation. Its limited staff precludes an adequate segregation of duties and other features of an adequate system of internal control, although to employ such controls may not be cost beneficial.

Corrective Action Taken

No corrective action was taken.

Section II – Management Letter

Evaluate IRS Form 1099 Issuance Requirements Annually

A management letter was issued to note that CASA had not issued required IRS forms 1099 to two individuals for the 2019 year. We recommended that CASA review the vendors ledger and take steps to ensure that all required 1099s are properly issued.

This issue has been resolved.

CASA OF TERREBONNE, INC.
Schedule of Current Year Audit Findings
and Managements Response
For the Year Ended June 30, 2021

Section I – Internal Control and Compliance material to the financial statements:

2021-01 - Inadequate Segregation of Accounting Functions

Fiscal year finding initially occurred: 2010

CONDITION: CASA of Terrebonne, Inc. did not have adequate segregation of duties within the accounting function.

CRITERIA: AU-C §315.04, *Understanding the Entity and its Environment and Assessing the Risks of Material Misstatement*, defines internal control as “a process, affected by those charged with governance, management, and other personnel, designed to provide reasonable assurance about the achievement of objectives with regard to reliability of financial reporting, effectiveness, and efficiency of operations, and compliance with applicable laws and regulations.”

CAUSE: The cause of the condition is the fact that CASA of Terrebonne, Inc. does not have a sufficient number of staff performing administrative and financial duties as to provide adequate segregation of accounting and financial duties.

EFFECT: Failure to adequately segregate accounting and financial functions increases the risk that errors and/or irregularities including fraud and/or defalcations may occur and not be prevented and/or detected.

RECOMMENDATION: Management should evaluate the cost vs. benefit of complete segregation whenever possible, reassign incompatible duties among different employees to ensure that a single employee does not have control of more than one of the following responsibilities: (1) authorization, (2) custody, (3) recordkeeping, and (4) reconciliation.

MANAGEMENT’S CORRECTIVE ACTION PLAN: The board concurs with the finding. Due to the size of staffing, the achievement of adequate segregation of duties is desirable, but is not cost effective. Management will attempt to use current staff and board members to segregate accounting functions as much as possible.

Section II – Management Letter

There was no management letter issued.

**Special Reports of
Certified Public Accountants**



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board
CASA of Terrebonne, Inc.
Houma, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of CASA of Terrebonne, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated August 25, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the CASA of Terrebonne's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of CASA of Terrebonne's internal control. Accordingly, we do not express an opinion on the effectiveness of the CASA of Terrebonne's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify a deficiency in internal control, described in the accompanying schedule of

current year audit findings and managements response that we consider to be a material weakness as item 2021-01.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the CASA of Terrebonne's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

CASA of Terrebonne's Response to Findings

CASA of Terrebonne's response to the findings identified in our audit is described in the accompanying corrective action plan for current year findings. CASA of Terrebonne's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Although the intended use of this report may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.



Thibodaux, Louisiana
August 25, 2021