

Regional Military Museum Foundation

Annual Financial Report
Year Ended December 31, 2024

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Year Ended December 31, 2024

	<u>Page</u>
Independent Accountant's Review Report	1-2
Financial Statements	
Statement of Financial Position	3
Statement of Activities	4
Statement of Functional Expenses	5
Statement of Cash Flows	6
Notes to Financial Statements	7-11
Supplementary Information	
Schedule of Compensation, Benefits, and Other Payments to the Executive Director	12
Special Reports of Certified Public Accountants	
Independent Accountant's Report on Applying Agreed-Upon Procedures	13-16
Schedule of Findings and Responses	17
Reports by Management	
Schedule of Prior Findings and Responses	18
Management's Corrective Action Plan	19
Louisiana Attestation Questionnaire	

**Martin
and
Pellegrin**

*Certified public Accountants
(A Professional Corporation)*

103 Ramey Road
Houma, Louisiana 70360

Ph. (985) 851-3638
Fax (985) 851-3951

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors
Regional Military Museum Foundation
Houma, Louisiana

We have reviewed the accompanying financial statements of the Regional Military Museum Foundation (the "Foundation"), a Louisiana not-for-profit corporation, as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the Foundation's basic financial statements as listed in the table of contents. 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 American Institute of Certified Public Accountants. 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.

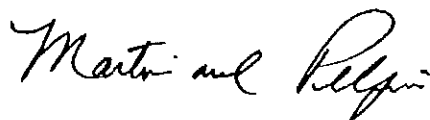
We are required to be independent of the Foundation and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

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 accounting principles generally accepted in the United States of America.

Supplementary Information

The accompanying Schedule of Compensation, Benefits, and Other Payments to the Executive Director on page 12 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the representation of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. We have not audited the information and, accordingly, we do not express an opinion on such information.

A handwritten signature in cursive script, appearing to read "Martin and Pelgri".

Houma, Louisiana
June 30, 2025

FINANCIAL STATEMENTS

Regional Military Museum Foundation

**Statement of Financial Position
December 31, 2024**

ASSETS

Current Assets:

Cash and cash equivalents	\$ 137,938
Grant receivable	134,995
Deposits	<u>690</u>

TOTAL CURRENT ASSETS 273,623

Property and equipment, net of accumulated depreciation of \$527,811	<u>774,426</u>
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TOTAL ASSETS \$ 1,048,049

LIABILITIES AND NET ASSETS

Current Liabilities:

Accrued expenses	<u>\$ 2,532</u>
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Net Assets:

Without donor restrictions	1,039,083
With donor restrictions	<u>6,434</u>

TOTAL NET ASSETS 1,045,517

TOTAL LIABILITIES AND NET ASSETS \$ 1,048,049

See accompanying notes and independent accountant's report.

Regional Military Museum Foundation

Statement of Activities Year Ended December 31, 2024

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUES, SUPPORT, AND RECLASSIFICATIONS			
Governmental grant	\$ -	\$ 460,708	\$ 460,708
Reimbursement from Veterans' District	146,386	-	146,386
Contributions	123,996	-	123,996
In-kind donations and services	117,783	-	117,783
Memberships	18,715	-	18,715
Tours	12,231	-	12,231
Museum gift shop	10,700	-	10,700
Interest income	1,470	-	1,470
Fundraising	1,334	-	1,334
Net assets released from restrictions	483,946	(483,946)	-
TOTAL REVENUES, SUPPORT, AND RECLASSIFICATIONS	<u>916,561</u>	<u>(23,238)</u>	<u>893,323</u>
FUNCTIONAL EXPENSES			
Program services	\$ 263,629	\$ -	\$ 263,629
Management and general	25,184	-	25,184
TOTAL FUNCTIONAL EXPENSES	<u>288,813</u>	<u>-</u>	<u>288,813</u>
INCREASE (DECREASE) IN NET ASSETS FROM OPERATIONS	627,748	(23,238)	604,510
NON-OPERATING ACTIVITIES			
Loss on the sale of assets	(11,681)	-	(11,681)
INCREASE (DECREASE) IN NET ASSETS	616,067	(23,238)	592,829
Net assets, beginning of year	423,016	29,672	452,688
Net assets, end of year	<u>\$ 1,039,083</u>	<u>\$ 6,434</u>	<u>\$ 1,045,517</u>

See accompanying notes and independent accountant's report.

Regional Military Museum Foundation

Statement of Functional Expenses Year Ended December 31, 2024

	<u>Program Services</u>	<u>Management and General</u>	<u>Total</u>
Salaries and benefits	\$ 58,431	\$ 6,492	\$ 64,923
Depreciation	61,470	-	61,470
Repairs and maintenance	33,477	-	33,477
Exhibits and programs	20,751	-	20,751
Supplies	15,258	1,695	16,953
Insurance	16,589	-	16,589
Utilities	11,362	1,262	12,624
Accounting	-	12,100	12,100
Advertising	10,056	-	10,056
Cost of goods sold	9,446	-	9,446
Telephone	5,579	620	6,199
Events	4,203	1,337	5,540
Vehicle	3,867	430	4,297
Payroll taxes	3,712	413	4,125
Printing	3,422	380	3,802
Other	1,913	-	1,913
Security	1,712	190	1,902
Postage	1,412	157	1,569
Dues and subscriptions	562	63	625
Travel, meals, and meetings	407	45	452
Total	<u>\$ 263,629</u>	<u>\$ 25,184</u>	<u>\$ 288,813</u>

See accompanying notes and independent accountant's report.

Regional Military Museum Foundation

Statement of Cash Flows Year Ended December 31, 2024

CASH FLOWS FROM OPERATING ACTIVITIES:

Increase in net assets	\$ 592,829
Adjustments to reconcile increase in net assets to net cash provided by operating activities:	
Depreciation	61,470
Donated property and equipment	(105,783)
Loss on the sale of assets	13,181
Increase in grant receivable	(134,995)
Increase in accrued expenses	<u>1,052</u>

NET CASH FLOWS PROVIDED BY OPERATING ACTIVITIES

427,754

CASH FLOWS USED IN INVESTING ACTIVITIES:

Purchases of property and equipment	<u>(397,063)</u>
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NET INCREASE IN CASH AND CASH EQUIVALENTS

30,691

BEGINNING CASH AND CASH EQUIVALENTS

107,247

ENDING CASH AND CASH EQUIVALENTS

\$ 137,938

See accompanying notes and independent accountant's report.

Regional Military Museum Foundation

Notes to Financial Statements
Year Ended December 31, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. NATURE OF THE ORGANIZATION

The Regional Military Museum Foundation (the Foundation), a Louisiana not-for-profit corporation, operates a museum in Houma, Louisiana, dedicated to preserving the memory of those who served in the military. While displaying artifacts from the Civil War to the modern day, the museum also focuses on local history.

B. BASIS OF PRESENTATION

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

C. CASH AND CASH EQUIVALENTS

For the purpose of the statement of cash flows, the Foundation considers all unrestricted cash and other highly liquid investments with initial maturities of three months or less to be cash equivalents.

D. PROMISES TO GIVE

Contributions are recognized when the donor makes a promise to give to the Organization that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire 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 depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

E. BAD DEBTS

The financial statements of the Museum contain no allowance for uncollectible promises to give. Uncollectible accounts are recognized as an expense at the time information becomes available that indicates the amounts are uncollectible. While accounting principles generally accepted in the United States of America require that bad debts be recorded utilizing the allowance method, the difference between the two methods is immaterial to the Organization, as management considers all promises to give to be fully collectible.

Regional Military Museum Foundation

Notes to Financial Statements
Year Ended December 31, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)

F. PROPERTY AND EQUIPMENT

Property and equipment acquired by the Foundation are considered to be owned by the Foundation. Property and equipment are stated at cost. Depreciation is computed utilizing the straight-line method over the estimated useful lives of five to thirty-nine years. Property and equipment acquisitions are capitalized if the purchase price exceeds \$250 and the asset has a useful life of greater than one year.

G. NET ASSETS

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

Net assets without donor restrictions – Net assets not subject to donor-imposed stipulations.

Net assets with donor restrictions – Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Organization and/or the passage of time, and net assets subject to donor-imposed stipulations that they be maintained permanently by the Organization. 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. Generally, the donors of assets with no restriction expiration permit the Organization to use all or part of the income earned on any related investments for general or specific purposes.

H. CONTRIBUTED SERVICES AND ARTIFACTS

Contributed services are recorded if 1) the services received create or enhance nonfinancial assets or require specialized skills, 2) are provided by individuals possessing those skills, and 3) would typically need to be purchased if not provided by donation. A significant amount of time has been donated by volunteers and board members of the Organization; however, such services are not reflected in these financial statements under accounting principles generally accepted in the United States of America.

The value of contributed services received for the year ended December 31, 2024 was \$12,000, comprised of accounting services provided at no cost.

Regional Military Museum Foundation

Notes to Financial Statements
Year Ended December 31, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)

The Foundation also received donated artifacts. The estimated fair market value of such donated artifacts totaled \$105,783 during the year ended December 31, 2024. There were no donor restrictions associated with these gifts.

I. FUNCTIONAL ALLOCATION OF EXPENSES

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

J. INCOME TAXES

The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code (IRC). Accordingly, no provision for income taxes is made in the accompanying financial statements. The Internal Revenue Service has further determined the Organization not to be a private foundation as within the meaning of IRC Section 509(a).

K. ESTIMATES

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

NOTE 2 – FAIR VALUES OF FINANCIAL INSTRUMENTS

The Organization's financial instruments, none of which are held for trading purposes, include cash and cash equivalents and grant receivable. Management estimates that the fair value of all financial instruments as of December 31, 2024 does not differ materially from the aggregate carrying values of its financial instruments recorded in the accompanying statement of financial position.

NOTE 3 – CONCENTRATIONS OF CREDIT RISK

The Foundation maintains its cash in two financial institutions located in Louisiana, which are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. The Foundation's deposits exceeded federally insured limits for five days during the year ended December 31, 2024. Management does not believe the Foundation is exposed to significant credit risk as it relates to its deposits.

Regional Military Museum Foundation

Notes to Financial Statements
Year Ended December 31, 2024

NOTE 4 – GRANT RECEIVABLE

The Foundation received a \$500,000 Act 397 appropriation from the State of Louisiana under a cooperative endeavor agreement. As of December 31, 2024, \$460,708 of the proceeds were expended. The Foundation received \$325,713 during the year, and has a grant receivable from the State of Louisiana of \$134,995 as of December 31, 2024.

NOTE 5 – PROPERTY AND EQUIPMENT

A summary of changes in property and equipment follows:

	Balance 1/1/2024	Additions	Deletions	Balance 12/31/2024
Fixed assets in progress	\$ 5,852	\$ 67,192	\$ -	\$ 73,044
Artifacts and exhibits	720,820	91,140	(7,400)	804,560
Improvements	36,318	289,746	-	326,064
Furniture and equipment	63,421	31,834	(19,620)	75,635
Vehicles	-	22,934	-	22,934
	826,411	502,846	(27,020)	1,302,237
Accumulated depreciation	(480,181)	(61,470)	13,840	(527,811)
Net property and equipment	\$ 346,230	\$ 441,376	\$ (13,180)	\$ 774,426

Property and equipment with an estimated fair market value of \$105,783 were donated to the Foundation during the year.

NOTE 6 – NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions consist of the following at December 31, 2024:

Unspent funds restricted for the following:

Memorial Garden Fund	\$ 5,434
Plexiglass Fund	1,000
	<u>\$ 6,434</u>

NOTE 7 – COOPERATIVE ENDEAVOR AGREEMENT

The Foundation has entered into a cooperative endeavor agreement with the Terrebonne Parish Veterans' Memorial District. Under this agreement, the Museum operates the District's museum and memorial park and receives cost reimbursements from the District. Amounts received from the District under this agreement during the year ended December 31, 2024 totaled \$146,386.

Regional Military Museum Foundation

Notes to Financial Statements
Year Ended December 31, 2024

NOTE 8 – LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The following reflects the Organization's financial assets as of December 31, 2024, reduced by any amounts not available for general use within one year of the statement of financial position date because of contractual or donor-imposed restrictions or internal designations.

Current assets	\$273,623
Less those unavailable for general expenditures within one year:	
Grant receivable	134,995
Accrued expenses	<u>2,532</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$136,096</u>

NOTE 9 – ADVERTISING

Advertising costs are expensed as incurred. Advertising expense for the year ended December 31, 2024 totaled \$10,056.

NOTE 10 – LINE OF CREDIT

The Foundation maintains a revolving line of credit with a financial institution with a maximum borrowing limit of \$100,000 bearing interest at 2.050% per annum. There was no balance due on this line as of December 31, 2024.

NOTE 11 – SUBSEQUENT EVENTS

Subsequent events were evaluated by management through June 30, 2025 which is the date the financial statements were available to be issued, and it was determined that no events occurred that require disclosure. No subsequent events occurring after this date have been evaluated for inclusion in this financial statement.

SUPPLEMENTARY INFORMATION

Regional Military Museum Foundation
Schedule of Compensations, Benefits, and Other
Payments to the Executive Director
Year Ended December 31, 2024

Agency Head Name: Linda Theriot, Executive Director

Purpose	Amount
Salary	\$ -
Benefits - insurance	-
Benefits - retirement	-
Deferred compensation	-
Benefits - other	-
Car allowance/automobile expense	-
Vehicle provided by government	-
Per diem	-
Reimbursements	-
Travel	-
Registration fees	-
Conference travel	-
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Special meals	-

This schedule is used to satisfy the reporting requirements of 24:513(A)(3).

See independent auditor's report.

SPECIAL REPORT OF CERTIFIED PUBLIC ACCOUNTANTS

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

To the Board of Directors and
the Louisiana Legislative Auditor
Regional Military Museum Foundation
Houma, Louisiana

We have performed the procedures enumerated below on the Foundation's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended December 31, 2024, as required by the Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The Foundation's management is responsible for its financial records and compliance with applicable laws and regulations.

The Foundation has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the Commission's compliance with the laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended December 31, 2024. Additionally, the Louisiana Legislative Auditor has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

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 Foundation provided us with a list of governmental grant award expenditures for the fiscal year ended December 31, 2024, comprised of \$460,708 from the State of Louisiana.

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.

Randomly selected six disbursements from the grant administered during the fiscal year.

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.

Each of the selected disbursements agreed to the amount and payee in the supporting documentation.

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

All of the disbursements were coded to the correct general ledger account.

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

The Foundation's written policies and procedures requires that two officers of the Foundation sign each check. Documentation, which was comprised of canceled checks, supporting each of the selected disbursements included the signature of two officers of the Foundation.

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

The Foundation received a \$500,000 Act 397 appropriation from the State of Louisiana under a cooperative endeavor agreement. As of December 31, 2024, \$460,708 of the proceeds were used. We determined that the proceeds were spent in accordance with the terms of the cooperative endeavor agreement.

Eligibility

Based on a review of the cooperative endeavor agreement, the Foundation was eligible to receive such state funding.

Reporting

Under the terms of the state cooperative endeavor agreement, the Foundation is required to submit written quarterly progress reports outlining its performance with the provisions, goals, and objectives of the agreement and written quarterly cost reports providing detailed cost information outlining the use of the appropriated funds. Based on a review supporting documentation of quarterly reports submitted to the state by the Foundation, the Foundation has complied with the reporting requirements included in the agreement.

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 Organization's financial records; and report whether the amounts in the close-out reports agree with the Organization's financial records.

The program selected was not closed out during the year.

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.

We determined that the Foundation is not subject to the state open meetings law.

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.

The Foundation provided documentation that a comprehensive budget was submitted to the state for the \$500,000 cooperative endeavor agreement detailed above. The budget included the purpose and duration of the grant program, the specific goals, objectives, and measures of performance.

State Audit Law

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

The Foundation's report was submitted to the Legislative Auditor by the statutory due date of June 30, 2025.

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 Foundation's management represented that the Foundation did not enter into any contracts during the fiscal year that were subject to the public bid law.

Prior-Year Comments

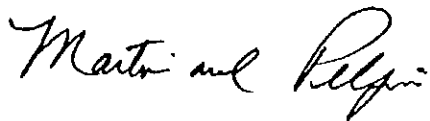
12. Obtain and report management's representation as to whether any prior year suggestions, recommendations, and/or comments have been resolved.

As this is a first-year engagement, procedure number 12 is not applicable.

We were engaged by the Foundation 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 Foundation'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 Foundation and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

The report is intended solely to describe the scope of testing performed on the Foundation'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.

A handwritten signature in black ink, appearing to read "Martin and Kelly". The signature is written in a cursive, flowing style.

Houma, Louisiana
June 30, 2025

Regional Military Museum Foundation

Schedule of Findings and Responses Year Ended December 31, 2024

Section I – Summary of Accountant's Review Report

a) Financial Statements

Noncompliance material to financial statements
noted?

☐ Yes ☒ No

b) Federal Awards

The Foundation did not expend Federal awards during the year ended December 31, 2024.

Section II – Financial Statement Findings

Compliance and Other Matters

There were no financial statement findings noted during the review of the financial statements for the year ended December 31, 2024.

Section III – Agreed-Upon Procedures Findings

There were no findings noted during the 2024 agreed-upon procedures engagement.

REPORTS BY MANAGEMENT

Regional Military Museum Foundation

Schedule of Prior Findings and Resolution Matters
Year Ended December 31, 2024

This schedule is not applicable as this is the Foundation's first report submission.

Regional Military Museum Foundation

Management's Corrective Action Plan for Current Year Findings Year Ended December 31, 2024

The contact person for all corrective actions noted below is Mrs. Linda Theriot, Executive Director.

Section I – Internal Control and Compliance Material to the Financial Statements

Compliance and Other Matters

No findings were reported during the review of the financial statements for the year ended December 31, 2024.

Section II – Federal Award Findings and Questioned Costs

The Foundation did not expend Federal awards during the year ended December 31, 2024.

Section III – Agreed-Upon Procedures Findings

No findings were reported during the agreed-upon procedures engagement for the year ended December 31, 2024.

Section IV – Management Letter

A management letter was not issued in connection with the review of the financial statements for the year ended December 31, 2024.

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

6-22-2025 (Date Transmitted)

Martins & Pellegrino CPAs PC (CPA Firm Name)
103 Ramey Rd. (CPA Firm Address)
Honolulu, HI 96801 (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of 12/31/2024 (date) and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

Federal, State, and Local Awards

We have detailed for you the amount of federal, state, and local award expenditures for the fiscal year, by grant and grant year.

Yes [☒] No [] N/A []

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

Yes [☒] No [] N/A []

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

Yes [☒] No [] N/A []

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

Yes [☒] No [] N/A []

Open Meetings

Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law). Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication "Open Meeting FAQs," available on the Legislative Auditor's website to determine whether a non-profit agency is subject to the open meetings law.

Yes [] No [] N/A [☒]

Budget

For each federal, state, and local grant we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance

Yes [☒] No [] N/A []

Reporting

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

Yes [☒] No [] N/A []

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes [☒] No [] N/A []

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes [☒] No [] N/A []

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes [] No [] N/A [☒]

Prior-Year Comments

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

Yes [] No [] N/A [☒]

General

We acknowledge that we are responsible for the Agency's compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes [☒] No [] N/A []

We acknowledge that we are responsible for determining that the procedures performed are appropriate for the purposes of this engagement.

Yes [☒] No [] N/A []

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

Yes [☒] No [] N/A []

We have provided you with all relevant information and access under the terms of our agreement.

Yes [☒] No [] N/A []

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

Yes [☒] No [] N/A []

We are not aware of any material misstatements in the information we have provided to you.

Yes [☒] No [] N/A []

We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others concerning noncompliance with the foregoing laws and regulations, including communications received during the period under examination; and will disclose to you any such communication received between the end of the period under examination and the date of your report.

Yes [☒] No [] N/A []

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies all known noncompliance and other events subsequent to the date of this representation and the date of your report that could have a material effect on our compliance with laws and regulations and the internal

controls with such laws and regulations, or would require adjustment or modification to the results of the agreed-upon procedures.

Yes [☒] No [☐] N/A [☐]

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

<u>Linda Oberat</u>	Secretary	<u>6-22-25</u>	Date
<u>Melanie Koon</u>	Treasurer	<u>6-21-25</u>	Date
<u>Riley J. Gross</u>	President	<u>6-22-25</u>	Date