St. Tammany
Children's Advocacy Center

Financial Statements

December 31, 2018

St. Tammany Children's Advocacy Center
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PINELL & MARTINEZ LLC
Certified Public Accountants

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Independent Auditor's Report

To the Board of Directors
St. Tammany Children's Advocacy Center
Covington, Louisiana

We have audited the accompanying financial statements of St. Tammany Children's Advocacy Center (a nonprofit organization), which comprise the statement of financial position as of December 31, 2018, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. The financial statements of St. Tammany Children's Advocacy Center as of December 31, 2017, and for the year then ended were audited by other auditors whose report dated June 4, 2018 expressed an unmodified opinion. The predecessor auditor reported on the 2017 financial statements before the restatement.

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. 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 St. Tammany Children's Advocacy Center as of December 31, 2018, 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

Correction of an Error

As discussed above, the financial statements of St. Tammany Children's Advocacy Center as of December 31, 2017, and for the year then ended were audited by other auditors before the restatement. As described in Note 2, the 2017 financial statements have been restated (revised). We audited the adjustment described in Note 2 that was applied to restate (revise) the 2017 financial statements. In our opinion, the adjustment is appropriate and has been properly applied. However, we were not engaged to audit, review, or apply any procedures to the 2017 financial statements of St. Tammany Children's Advocacy Center other than with respect to the adjustment noted and, accordingly, we do not express an opinion or any other form of assurance on the 2017 financial statements taken as a whole. Our opinion is not modified with respect to this matter.

Change in Accounting Principle

As discussed in Note 2 to the financial statements, effective January 1, 2018, St. Tammany Children's Advocacy Center adopted Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) No. 2016-14, *Presentation of Financial Statement for Not-for-Profit Entities*. Our opinion is not modified with respect to this matter.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements of the St. Tammany Children's Advocacy Center. The accompanying schedule of compensation, benefits, and other payments to executive director and independent accountant's report on applying agreed-upon procedures are required by the State of Louisiana and are presented for purposes of additional analysis and are not a required part of the financial statements.

The schedule of compensation, benefits, and other payments to executive director is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such 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 schedule of compensation, benefits, and other payments to executive director is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The independent accountant's report on applying agreed-upon procedures have not been subjected to the auditing procedures applied in the audit of the financial statements, and, accordingly, we do not express an opinion on them.

Pinell & Martinez, llc

Pinell & Martinez, LLC
June 28, 2019

Financial Statements

St. Tammany Children's Advocacy Center
Statement of Financial Position
As of December 31, 2018

ASSETS		
Current Assets		
Cash and cash equivalents	$	624,610
Accounts receivable		4,053
		628,663
Noncurrent Assets		
Certificate of deposit		23,842
Property and equipment, net		132,200
		156,042
	$	784,705
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable	$	2,524
Accrued payroll expenses		11,628
Captial lease obligation, current portion		2,063
		16,215
Noncurrent Liabilities		
Capital lease obligation, net of current portion		8,082
Net Assets		
Without donor restrictions		
Undesignated		748,408
With donor restrictions		
Time restriction		12,000
		760,408
	$	784,705

See accompanying notes to financial statements.

St. Tammany Children's Advocacy Center
Statement of Activities and Change in Net Assets
For the Year Ended December 31, 2018

	Without Donor Restrictions	With Donor Restrictions	Total
Public Support and Revenue			
Public funds	$ 94,609	$ 12,000	$ 106,609
Private grants	132,109	-	132,109
Contributions	315,711	-	315,711
Fundraising	183,155	-	183,155
Interest income	1,382	-	1,382
Other revenues	2,019	-	2,019
	728,985	12,000	740,985
Net assets released from restrictions due to satisfaction of donor-imposed requirements	-	-	-
	728,985	12,000	740,985
Expenses			
Program services			
Children's advocacy	364,730	-	364,730
Supporting services			
Management and general	97,060	-	97,060
Fundraising	64,472	-	64,472
	161,532	-	161,532
	526,262	-	526,262
Change in net assets	202,723	12,000	214,723
Net assets, beginning of year	560,309	-	560,309
Prior period adjustment (*See note 2*)	(14,624)	-	(14,624)
Net assets, end of year	$ 748,408	$ 12,000	$ 760,408

See accompanying notes to financial statements.

St. Tammany Children's Advocacy Center
Statement of Functional Expenses
For the Year Ended December 31, 2018

	Program Services	Supporting Services			
	Children's Advocacy	Management and General	Fundraising	Total Supporting Services	Total
Salaries and related taxes	$ 267,437	$ 45,940	$ 14,766	$ 60,706	$ 328,143
Employee benefits	9,997	1,717	552	2,269	12,266
Counseling services and supplies	13,012	-	-	-	13,012
Training	17,356	251	-	251	17,607
Insurance	6,377	1,198	983	2,181	8,558
Legal and professional	-	10,157	-	10,157	10,157
Lease expense	-	2,384	10,599	12,983	12,983
Administrative expenses	4,932	4,932	4,317	9,249	14,181
Supplies	8,168	5,006	22,580	27,586	35,754
Dues and subscriptions	1,970	9,250	-	9,250	11,220
Repairs and maintenance	6,526	1,121	360	1,481	8,007
Depreciation	4,872	837	269	1,106	5,978
Telephone	6,049	1,039	334	1,373	7,422
Utilities	5,746	987	317	1,304	7,050
Advertising and promotional items	-	7,677	1,622	9,299	9,299
Meals and entertainment	-	2,453	7,095	9,548	9,548
Travel	12,288	2,111	678	2,789	15,077
	$ 364,730	$ 97,060	$ 64,472	$ 161,532	$ 526,262

See accompanying notes to financial statements.

St. Tammany Children's Advocacy Center
Statement of Cash Flows
For the Year Ended December 31, 2018

Cash Flows From Operating Activities	
Change in net assets	$ 214,723
Adjustment to reconcile change in net assets to net cash provided by operating activities	
Depreciation	5,978
(Increase) decrease in:	
Accounts receivable	19,678
Increase (decrease) in :	
Accounts payable	(5,443)
Accrued payroll expenses	(2,996)
Net cash provided by operating activities	231,940
Cash Flows From Investing Activities	
Net purchases/maturities of certificates of deposits	(181)
Purchases of property and equipment	(36,165)
Net cash used in investing activities	(36,346)
Cash Flows From Financing Activities	
Advance on capital lease obligation	10,317
Payments on capital lease obligation	(172)
Net cash provided by financing activities	10,145
Net change in cash and cash equivalents	205,739
Cash and cash equivalents, beginning balance	418,871
Cash and cash equivalents, ending balance	$ 624,610

See accompanying notes to financial statements.

1. Nature of Operations and Summary of Significant Accounting Policies

Nature of Operations
St. Tammany Children's Advocacy Center (the "Center") is an independent nonprofit organization formed on May 31, 1994 in the State of Louisiana. The Center is dedicated to ending the cycle of child abuse in the community by providing a path to justice and a bridge to healing for child victims of abuse. The Center provides forensic interviewing, family advocacy, counseling services, and prevention outreach within St. Tammany and Washington Parishes.

Basis of Accounting
The financial statements of the Center have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

Financial Statement Presentation
The financial statements of the Center are presented in accordance with Financial Accounting Standards Board ("FASB") Accounting Standards Codification (ASC) 958 dated August 2016, and the provisions of the American Institute of Certified Public Accountants (AICPA) *Audit and Accounting Guide for Not-for-Profit Organization*s (the "Guide").

Net Assets
Under the provisions of the Guide, the classification of a not-for-profit organization's net assets and its support, revenue and expenses is based on the existence or absence of donor-imposed restrictions. It requires that the amounts for each of the classes of net assets be displayed in the Statements of Financial Position and that the amounts of change in each of those classes of net assets be displayed in the Statements of Activities. In accordance with U.S. generally accepted accounting principles (U.S. GAAP), the Center reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restriction and net assets with donor restriction.

- Net assets without donor restriction: net assets available for general use to support operations. The only limits on the use of net assets without donor restriction are broad limits resulting from the nature of the Center, the environment in which it operates, and the purposes specified in its corporate documents.

- Net assets with donor restriction: net assets subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or programmatic purposes specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity

Use of 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 the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Reclassifications
Certain revenue and expenses accounts in the prior year financial statements have been reclassified to conform to the presentation in the current year financial statements. These reclassifications had no effect on net assets.

Functional Allocation of Expenses
The costs of program and supporting services activities have been summarized on a functional basis in the statement of activities. The statement of functional expenses present certain categories of expenses that are attributable to both program services and supporting activities. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. Salaries are allocated on the basis of estimates of time and effort and other natural costs are allocated on the basis of management identification based on observation and professional evaluation of the direct benefit of the cost to a particular program function or supporting function.

Cash and Cash Equivalents
For financial statement purposes, cash includes demand deposits and cash equivalents include amounts in money market funds. All highly liquid investments with an original maturity of three months or less are considered cash equivalents.

Certificate of Deposit
The certificate of deposit is stated at costs which approximates fair market value.

Accounts Receivable
Accounts receivable consists of fees due from a local governmental entity. Management periodically reviews the status of all accounts receivable balances for collectability. Each receivable balance is assessed based on management's knowledge of the customer, the Center's relationship with the customer, and the age of the receivable balance. As a result of these reviews, customer balances deemed to be uncollectible are charged to the allowance for doubtful accounts. Management has deemed all balances to be collectible at December 31, 2018; therefore, no allowance for doubtful accounts has been recorded.

Property and Equipment
Property and equipment with a cost in excess of $1,000 and a projected useful life exceeding one year are capitalized and recorded at cost. Depreciation and amortization on property and equipment is computed using the straight-line method over the estimated useful lives of the related assets as follows:

Buildings and improvements	15 - 39 years
Computers and equipment	5 - 7 years
Furniture and fixtures	5 - 10 years

Repairs and maintenance costs are expensed as incurred. Upon the retirement or disposal of assets, the cost and accumulated depreciation are eliminated from the respective accounts and any resulting gain or loss is included in revenues or expenses.

Grants and Contributions
The Center follows ASC Subtopic 958-605, *Revenue Recognition*, to recognize cash contributions from individuals and domestic organizations. These contributions, including unconditional promises, are recognized as revenue when the donor's unconditional commitment is received. All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as temporarily restricted.

When a donor 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. Contributions with donor restrictions which are fulfilled in the time period in which the contribution is received are recorded as net assets without donor restrictions in the financial statements. Conditional promises to give are recognized only when the conditions on which they depend are substantially met.

Advertising Costs
Advertising costs are expensed as incurred and allocated among the programs and supporting services benefited within the operating services and supplies line item on the statement of functional expenses. Advertising expense was $8,049 for the year ended December 31, 2018.

Income Taxes
The Center has been recognized by the Internal Revenue Service as an organization exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been included in these financial statements. With few exceptions, the Center is no longer subject to federal or state examinations by tax authorities for the year before 2015.

The Center follows the provisions of the *Accounting for Uncertainty in Income Taxes* topic of the FASB Codification, which clarifies the accounting and recognition for income tax positions taken or expected to be taken in the Center's information tax returns. Accounting principles generally accepted in the United States of America provide accounting and disclosure guidance about positions taken by an entity in its tax returns that might be uncertain. Under this guidance, the Center may recognize the tax benefit from an uncertain tax position only if it is more likely than not that the tax position will be sustained on examination by taxing authorities, based on the technical merits of the position. There were no unrecognized tax benefits or obligations identified or recorded for the year ended December 31, 2018.

New Pronouncements
On June 21, 2018, FASB issued Accounting Standards Update ("ASU") 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*, to clarify and improve the scope and the accounting guidance for contributions received and contributions made. The amendments in this update will assist entities in (1) evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) within the scope of Topic 958, *Not-for-Profit Entities*, or as exchange (reciprocal) transactions subject to other guidance and (2) determining whether a contribution is conditional. The amendments in the update should be applied on a modified prospective basis. Retrospective application is permitted. The Center has not yet evaluated the impact this standard will have on its financial statements and related disclosures, including the selection of a transition method

In February 2016, FASB issued ASU 2016-02, *Leases (Topic 842)*. Under ASU 2016-02, leases will continue to be differentiated between finance leases and operating leases. However, the principal difference from previous guidance is that a lessee should recognize a liability to make lease payments (the lease liability) in the statement of financial position and a right-of-use asset representing its right to use the underlying asset for the lease term for financing leases in addition to operating leases with a term of twelve months or more. ASU 2016-02 is effective for fiscal years beginning after December 15, 2019. Management is currently evaluating the impact ASU 2016-02 will have on the financial statements.

2. Restatement of Net Assets

Correction of an Error
The Center incurred payroll expenses totaling $14,624, for the period of December 15, 2017 – December 31, 2017, during the 2017 fiscal year. However, the expenses were recognized in January 2018 when paid. A prior period adjustment was made to accrue payroll liabilities of $14,624 at December 31, 2017. The effect this had on the December 31, 2017 Statement of Net Positon and Statement of Activities is presented in the schedule below.

Change in Accounting Principle
Effective January 1, 2018, the Center adopted FASB Accounting Standards Update (the "ASU") 2016-14, *Presentation of Financial Statements of Not-for-Profit Entities*. The ASU simplifies and improves how a not-for-profit organization classifies its net assets, as well as information it presents in the financial statements and notes about its liquidity, financial performance, and cash flows. The Center has adjusted the presentation of its 2018 financial statements herein and retrospectively restated the prior year financial statements. In addition to changes in terminology used to describe categories of net assets throughout the financial statements, new disclosures were added regarding liquidity and the availability of resources (Note 4), and disclosures related to the functional allocation of expenses were included in the accompanying statement of functional expenses. The impact of the adoption of ASU No. 2016-14 on the Center's net assets are as follows:

		Adjustment		Adjustment	
	As Previously Stated 12/31/2017	Correction of an Error	Subtotal	Change in Accounting Principle	As Restated 12/31/2017
Statement of Financial Position					
Unrestricted net assets	$ 560,309	$ (14,624)	$ 545,685	$ (545,685)	$ -
Without donor restrictions	-	-	-	545,685	545,685
	$ 560,309	$ (14,624)	$ 545,685	$ -	$ 545,685
Statement of Activities and Changes in Net Assets					
Change in unrestricted net assets	$ 36,087	$ (14,624)	$ 21,463	$ (21,463)	$ -
Change in net assets without donor restrictions	-	-	-	21,463	21,463
	$ 36,087	$ (14,624)	$ 21,463	$ -	$ 21,463

3. Fair Value Measurements

Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 820, *Fair Value Measurement,* defines fair value and establishes a framework for measuring fair value for assets and liabilities that are measured at fair value on a recurring basis. The Center has categorized its applicable financial instruments into a required fair value hierarchy. The fair value hierarchy requires an entity to maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. The standard describes three levels of inputs that may be used to measure fair value which are as follows:

- Level 1 – Inputs based on quoted prices (unadjusted) in active markets for identical assets or liabilities accessible at the measurement date.
- Level 2 – Inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly, such as quoted prices for similar assets or liabilities in active markets.
- Level 3 – Unobservable inputs for the asset or liability, including the reporting entity's own assumptions in determining the fair value measurement.

The Center's certificate of deposit as reported on the statement of financial position is classified as Level 1. There are no financial assets or liabilities classified as Level 2 or 3.

4. Liquidity and Availability

The Center has $652,505 of financial assets available within one year of the statement of financial positon date. Cash totaling $12,000 has a donor imposed time restriction since the funds are to be applied to the Center's 2019 fiscal year, but the funds will be available for use within one year. The Center strives to maintain liquid financial assets sufficient to cover 90 days of general expenditures. As part of this liquidity management, the Center invests cash in excess of daily requirement in deposit savings accounts and certificates of deposit.

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the balance sheet date, comprise of the following:

Cash and cash equivalents	$ 624,610
Accounts receivable	4,053
Certificate of deposit	23,842
	$ 652,505

5. Property and Equipment

Property and equipment consist of the following at December 31, 2018:

Assets not being depreciated		
Land	$	20,232
Assets being depreciated		
Building and improvements		160,687
Computers and equipment		70,147
Furniture and fixtures		28,836
		259,670
Less: accumulated depreciation		(147,702)
		111,968
	$	132,200

Depreciation expense for the year ended December 31, 2018 was $5,978.

6. Net Assets with Donor Restrictions

At December 31, 2018, the Center had $12,000 of donor funds with a time restriction. The funds apply to the Center's 2019 fiscal year, and the restriction will be lifted when the time requirement is met.

When both net assets without donor restrictions and net assets with donor restriction are available for use, it is the Center's policy to use net assets with donor restrictions first, then net asset without donor restrictions.

7. Non-exchange Transaction

The Center entered into an agreement with First Baptist Church of Bogalusa in May 2009 for the use of its premises at no costs until canceled by either party. The facility is to be used by the Center's counselors to provide services to children in Washington Parish, Louisiana. The Center is responsible for an allocated portion of utilities.

8. Concentrations of Credit Risk

Financial instruments that potentially subject the Center to significant concentrations of credit risk consist of cash and cash equivalents. The Center maintains cash and certificate of deposit balances in financial institutions which may, at time, exceed Federal Deposit Insurance Corporation (FDIC) limits. The Center has not experienced any losses in these accounts and does not believe it is exposed to any significant custodial credit risk related to these accounts.

9. Capital Lease Obligation

The Center is the lessee of a copier under a capital lease. The Center is obligated under the lease through November 2023. The asset and liability under the lease is recorded at the present value of the minimum lease payments totaling $10,317. The asset is amortized over the lease term of 60 months at $172 per month and included in depreciation expenses on the statement of functional expenses. The accumulated amortization as of December 31, 2018 was $172 and reported together with accumulated depreciation. Future minimum lease payments under the capital lease are as follows:

For the Year Ended December 31:	Amount
2019	$ 2,063
2020	2,063
2021	2,063
2022	2,063
2023	1,893
	$ 10,145

10. Subsequent Events

Management has evaluated subsequent events through June 28, 2019, which is the date the financial statements were available to be issued.

Supplementary Information

St. Tammany Children's Advocacy Center
Schedule of Compensation, Benefits, and Other Payments to Executive Director
For the Year Ended December 31, 2018

Agency Head: Thomas Mitchell
Position: Executive Director

None of the executive director's compensation was derived from state and/or local assistance.

P&M PINELL & MARTINEZ LLC
Certified Public Accountants

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Independent Accountant's Report On Applying Agreed-Upon Procedures

To the Board of Directors of
St. Tammany Children's Advocacy Center
Covington, Louisiana

We have performed the procedures enumerated below, which were agreed to by St. Tammany Children's Advocacy Center and the Legislative Auditor, State of Louisiana, solely to assist the users in assessing certain controls and in evaluating management's assertions about the St. Tammany Children's Advocacy Center's compliance with certain laws and regulations for the year ended December 31, 2018. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and results are as follows:

1. Obtain and inspect the entity's written policies and procedures used to identify and differentiate public funds from private funds and observe that they address (1) the criteria for determining whether monies received are public or private, (2) adherence to restrictions placed on the use of public funds, and (3) the separation of public and private funds in accounting records (e.g., using separate revenue and expense codes for public funds).

2. Obtain and inspect the entity's written policies and procedures over public funds and observe that they address each of the following categories and subcategories (if applicable to the entity's operations):

   a) ***Disbursements***, including processing, reviewing, and approving

   b) ***Receipts/Collections***, including receiving, recording, and preparing deposits

   c) ***Payroll/Personnel***, including payroll processing

   d) ***Contracting***, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process

   e) ***Bank Reconciliations***, including (1) monthly bank statement reconciliations, (2) review of all bank reconciliations by someone independent of cash receipt and disbursement functions, and (3) process for addressing items outstanding for more than 12 months from the statement closing date, if applicable

Results

1) Based upon our inspection of the Center's written policies and procedures, (a) the criteria for determining whether monies received are public or private, (b) adherence to restrictions placed on the use of public funds, and (c) the separation of public and private funds in accounting records are not addressed.

2) Based upon our inspection of the Center's written policies and procedures, contracting, including (a) types of services requiring written contracts, (b) standard terms and conditions, (c) legal review, (d) approval process, and (e) monitoring process are not addressed in the written policies and procedures.

Management's Response

1) The Center does not receive any legislative funding or tax millage. The Center receives grants from the Victims of Crime Assistance Act, which is a reimbursement-based grant for funding to aid victims of sexual assault. In addition, the Center receives a reimbursement-based grant from the Louisiana Children's Trust Fund, monies of which is derived from duplicate birth certificate fees. Both Victims of Crime Assistance Act and Louisiana Children's Trust Fund grants are classified and tracked within QuickBooks. Monthly bail bonds fees are derived directly from offenders. Lastly, the Center receives donations from the City of Covington, City of Mandeville, City of Slidell, St. Tammany Parish Sheriff's Office, and more recently, City of Bogalusa, Town of Madisonville, and Washington Parish Government. These municipal contributions are approved by the municipal council as an annual pledge to support the CAC. Municipalities have been notified that all funding is placed within the general funds category. The Center will begin to track separation of public-private funding if needed.

2) The Center will adopt a policy that specifically addresses contracts in the near future.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on management's assertions. 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.

This report is intended solely for the information and use of St. Tammany Children's Advocacy Center and the Legislative Auditor, State of Louisiana, and is not intended to be and should not be used by anyone other than those specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Pennell & Martinez, llc

Covington, Louisiana
June 28, 2019