# NORTHSHORE FAMILIES HELPING FAMILIES, INC.

FINANCIAL STATEMENTS

June 30, 2020 and 2019

# NORTHSHORE Familiës Hëlping Familiës

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JON S. FOLSE LISA D. ENGLADE KERNEY F. CRAFT, JR.



#### WEGMANN DAZET & COMPANY

#### INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Northshore Families Helping Families, Inc.

We have audited the accompanying financial statements of Northshore Families Helping Families, Inc. (a nonprofit organization) which comprise the statements of financial position as of June 30, 2020 and 2019, and the related statements of activities, functional expenses, and cash flows for the years 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.

#### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits 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 auditors' 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 Northshore Families Helping Families, Inc. as of June 30, 2020 and 2019, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

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#### **Report on Supplementary Information**

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of compensation, benefits, and other payments to agency head is presented for purposes of additional analysis and is 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 financial statements. The information has been subjected to the auditing procedures applied in the audit of 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 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 December 1, 2020, on our consideration of Northshore Families Helping Families, Inc.'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 Northshore Families Helping Families, Inc.'s internal control over financial reporting and compliance.

December 1, 2020

Wegmann Bazet + Company

# NORTHSHORE FAMILIES HELPING FAMILIES, INC. STATEMENTS OF FINANCIAL POSITION

## June 30, 2020 and 2019

## ASSETS

	2020	2019
Current assets		
Cash and cash equivalents	\$ 167,200	\$ 210,641
Accounts receivable	28,410	22,949
Total current assets	195,610	233,590
Property and equipment, at cost less accumulated depreciation	231,088	1,875
Other noncurrent assets	1,700	1,700
Total assets	\$ 428,398	<u>\$ 237,165</u>
LIABILITIES		
Current liabilities		
Accounts payable	\$ 33	s -
Accrued expenses	3,173	721
Accrued payroll liabilities	9,221	10,159
Refundable advance	23,534	
Current portion of long-term debt	6,700	
Total current liabilities	42,661	10,880
Long-term debt, less current portion	138,497	**
Total liabilities	181,158	10,880
NET ASSETS		
Without donor restrictions	247,240	226,285
Total net assets	247,240	226,285
Total liabilities and net assets	\$ 428,398	\$ 237,165

See accompanying Notes to Financial Statements.

# NORTHSHORE FAMILIES HELPING FAMILIES, INC. STATEMENTS OF ACTIVITIES

## For the Years Ended June 30, 2020 and 2019

	2020	2019
Revenues and other support		
Contract revenue	\$ 4,550	\$ 7,046
Contributions	26,213	39,315
Direct public grants	216,943	232,203
Interest income	4,811	1,112
Total revenues and other support	252,517	279,676
Expenses		
Program services		
Louisiana Department of Education	48,360	54,725
Florida Parishes Human Services Authority	53,768	76,074
Children's Special Health Services	38,907	39,367
Louisiana Development Disabilities Council FHF Center	55,369	79,996
Louisiana Family to Family Health Center	724	~
State Personnel Development Grant	250	22
Other program services	266	32,557
Supporting services		
Fundraising expenses	4,569	8,162
Management and general	29,349	4,780
Total expenses	231,562	295,683
Change in net assets	20,955	(16,007)
Net assets, beginning of year	226,285	242,292
Net assets, end of year	<u>\$ 247,240</u>	\$ 226,285

See accompanying Notes to Financial Statements.

#### NORTHSHORE FAMILIES HELPING FAMILIES. INC. STATEMENT OF FUNCTIONAL EXPENSES

#### For the Year Fnded June 30, 2020

	Program Services								Supporting Services						
	Louisiana Departmen of Educatio	ı t	Florida Parishes Human Services Authority	Children's Special Health Services	Disa	Development bilities Council THF Center	Louisiana Family to Family Health Center	State Perso Development		Other program services	Total program services	Fundraising expenses	Management and general		Total
Administrative costs	\$	-	s -	\$-	\$	-	\$ -	\$	-	s -	\$ -	\$-	\$ 2,539	\$	2,539
Advertising	8	74	8 74	874		874	-		250	-	3,746	1,532	625		5,903
Bank service charges		-	-	-		-	-		-	-	-	-	15		15
Contributions		-	-	-		-	-		-	-	-	-	100		100
Contract labor	1	75	191	165		223	-		-		754	-	301		1.055
Depreciation		-	-	-		-	-		-	-	-	-	4,935		4.935
Dues and subscriptions	1,0	34	1,036	-		52	-		-	-	2,122	-	2,294		4,416
Equipment rental	8	94	894	123		894	-		-	-	2,805	100	203		3,108
Insurance	2,5	00	2,498	531		2,988	-		-	-	8,517	472	-		8,989
Interest expense		-	-	-		-	-		-	-	-	-	6,501		6,501
Meals		-	-	-		-	-		-	-	-	-	105		105
Postage and delivery	1	28	128	-		128	-		-	-	384	-	129		513
Printing and copying		-	-	-			-		-		-	-	91		91
Professional services	3,2	65	3,265	2,776		3,265	450		-	-	13,021	-	-		13,021
Property taxes	2.0	44	2,043	-		-	-		-	-	4,087	-	-		4.087
Rent	1,3	00	1,300	-		1,300	-		-	-	3,900	-	-		3,900
Repairs and maintenance	1	31	120	-		131	-		-	-	382	-	298		680
Salaries and taxes	30.1	25	37,846	31,317		42,378	-		-	-	141,666	-	10,065		151.731
Seminars and education	2.3	18	-	300		197	-		-	266	3,081	-	472		3.553
Supplies	1,8	57	1,857	1,677		1,198	-		-	-	6,589	2,465	676		9,730
Telephone	1,0	90	1,091	870		1,090	-		-	-	4,141	-	-		4,141
Utilities	б	25	625	274		651	274		-	-	2,449	-	-		2,449
Total	\$ 48,3	60	\$ 53,768	\$ 38,907	\$	55,369	\$ 724	\$	250	\$ 266	\$ 197,644	\$ 4,569	\$ 29,349	\$	231,562

#### NORTHSHORE FAMILIES HELPING FAMILIES, INC. STATEMENT OF FUNCTIONAL EXPENSES

#### For the Year Ended June 30, 2019

				Program Services				Supporti	ng Services	
	Louisiana	Florida Parishes	Children's	LA Development		Other	Total			
	Department	Human Services	Special	Disabilities Council	State Personnel	program	program	Fundraising	Management	
	of Education	Authority	Health Services	FHF Center	Development Grant	services	services	expenses	and general	Total
						_				
Advertising	\$ 900	\$ 963	\$ 799	\$ 941	S -	\$ -	\$ 3,603	\$ 569	278	\$ -1,150
Bank service charges	-	-	-	-	-	-	-	-	64	64
Contributions	-	-	-	34	-	-	34	-	139	173
Contract labor	165	165	165	165	-		660	-	-	660
Depreciation	-	-	-	-	-	-	-	-	571	571
Dues and subscriptions	178	178	179	178	-	-	713	-	504	1,217
Equipment rental	775	776	-	712	-	20	2,283	1,389	-	3,672
Insurance	1.637	1,636	1,636	1,636	-	-	6,545	787	-	7,332
Postage and delivery	96	97	28	96	-	-	317	60	394	771
Professional services	1,830	1,831	1,830	1,831	-	-	7,322	-	-	7,322
Reimbursed expenses	-	-	-	-	-	32,285	32,285	-	-	32,285
Rent	5,200	5,200	-	5,200	-	-	15,600	-	-	15,600
Repairs and maintenance	150	150	-	207	-	-	507	-	221	728
Salaries and taxes	35,671	60,507	33,056	64,211	-	-	193,445	-	-	193,445
Seminars and education	1,494	852	235	1,070	22	252	3,925	-	702	4,627
Supplies	1.784	1,167	920	1,181	-	-	5,052	5,357	1,907	12,316
Telephone	1,103	1,103	-	1,104	-	-	3,310	· _	-	3,310
Travel	2.272	·	519	, _	-	-	2,791	_	-	2,791
Utilities	1,470	1,449	-	1,430	-	-	4,349	-	-	4,349
Total	\$ 54.725	\$ 76,074	\$ 39,367	\$ 79,996	\$ 22	\$ 32,557	\$ 282,741	\$ 8,162	\$ 4,780	\$ 295,683

# NORTHSHORE FAMILIES HELPING FAMILIES, INC. STATEMENTS OF CASH FLOWS

#### For the Years Ended June 30, 2020 and 2019

	2020	2019
Cash flows from operating activities:		
Change in net assets	\$ 20,955	\$ (16,007)
Adjustments to reconcile net assets to net cash provided by operating activities:		
Depreciation	4,935	571
(Increase) decrease in operating assets:		
Accounts receivable	(5,461)	24,807
Other noncurrent assets	80	1,500
Increase (decrease) in operating liabilities:		
Accounts payable	33	(1,320)
Accrued expenses	2,452	(94)
Accrued payroll liabilities	(938)	5,989
Refundable advance	23,534	-
Net cash provided by operating activities	45,510	15,446
Cash flows from investing activities:		
Purchase of property and equipment	(84,148)	(2,164)
Net cash used by investing activities	(84,148)	(2,164)
Cash flows from financing activities:		
Repayments of long-term debt	(4,803)	-
Net cash used by financing activities	(4,803)	
Net (decrease) increase in cash	(43,441)	13,282
Cash and cash equivalents at beginning of year	210,641	197,359
Cash and cash equivalents at end of year	<u>\$ 167,200</u>	\$ 210,641

#### For the Years Ended June 30, 2020 and 2019

#### 1) The Organization

Northshore Families Helping Families, Inc. (the Organization) is a not-for-profit organization established in 1992. The mission of the Organization is to provide the individualized services, information, resources and support needed to positively enhance the independence, productivity and inclusion of individuals with disabilities. The primary sources of revenue are from contributions, grants and contracts for services provided.

#### 2) Summary of significant accounting policies

The following are summaries of significant accounting policies of the Organization:

a) <u>Basis of accounting</u>

The Organization's policy is to prepare its financial statements on the accrual basis of accounting, which recognizes all revenues and the related assets when carned and all expenses and the related obligations when incurred.

#### b) Financial statement presentation

Financial Accounting Standards Board, Accounting Standards Codification ("ASC") 958, Notfor-Profit Entities, requires the net assets and changes in net assets be reported for two classifications – net assets with donor restrictions and net assets without donor restrictions based on the existence or absence of donor imposed restrictions. Restricted contributions whose restrictions are met in the same reporting period are reported as unrestricted contributions.

# <u>Cash and cash equivalents</u> For purposes of the statements of cash flows the Organization considers all highly liquid debt instruments purchased with maturities of three months or less to be cash equivalents.

#### d) <u>Accounts receivable</u>

The Organization's receivables at June 30, 2020 and 2019 consist of amounts owed from state and local private and public agencies for grants and fees for service programs. The Organization considers all amounts to be fully collectible. Therefore, an allowance for uncollectible accounts is not provided in these financial statements.

e) <u>Use of estimates</u>

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

f) <u>Income taxes</u>

The Organization is exempt from income taxes under Section 501(c)(3) of the U.S. Internal Revenue Code.

Financial Accounting Standards Board, Accounting Standards Codification 740, *Income Taxes*, requires management to assess uncertain tax positions. Management of the Organization believes there are no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax positions. With few exceptions, the Organization is not subject to U.S. federal, state and local income tax examination by tax authorities beyond three years from the filing of those returns.

#### For the Years Ended June 30, 2020 and 2019

#### 2) Summary of significant accounting policies (continued)

#### g) <u>Functional expenses allocation</u>

The costs of providing the program services and other activities have been summarized on a functional basis in the statement of activities. The statements of functional expenses presents the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Expenses are allocated on a reasonable basis that is consistently applied.

When possible, expenses are first allocated by direct identification and then by allocation if an expenditure benefits more than one program or function. The expenses that are allocated are allocated on the basis of estimates of time and effort.

#### h) <u>Property and equipment</u>

Property and equipment are carried at cost. Depreciation of property is provided over the estimated useful lives of the assets using the straight-line method. Repairs and maintenance are expensed as incurred. Expenditures that increase the value or productive capacity of assets are capitalized. When property and equipment are retired, sold, or otherwise disposed of, the assets carrying amount and related accumulated depreciation of the assets are removed from the accounts and any gain or loss is included in operations. Depreciation is provided on the straight-line method over the following useful lives.

	Estimated lives
Building	39 years
Equipment	4 - 7 years

#### i) <u>Contributions</u>

Contributions received are recorded with donor restrictions or without donor restrictions, depending on the existence and nature of any donor restrictions. Support that is not restricted by the donor is reported as an increase in net assets without donor restrictions. All other donor restricted support is reported as an increase in net assets with donor restrictions, depending on the nature of the restriction. When a restriction expires (that is when a stipulated time restrictions ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reports in the statement of activities as net assets released from restrictions.

#### j) <u>Contributed services</u>

The Organization relies on volunteers to assist with many routine services and activities related to the Organization. If these services and activities (a) neither create nor enhance a nonfinancial asset, nor (b) require specialized skills provided by individuals possessing those skills, which would typically need to be purchased if not provided by donation, their value is not recognized in the financial statements.

#### k) <u>Fundraising</u>

All expenses associated with fundraising events are expensed as incurred.

For the Years Ended June 30, 2020 and 2019

#### 2) Summary of significant accounting policies (continued)

1) <u>Advertising costs</u>

The Organization uses advertising to promote its programs among the audiences it serves. Advertising costs are expensed as incurred. Advertising expense for the years ended June 30, 2020 and 2019 was \$5,903 and \$4,450, respectively.

#### 3) Concentrations of credit risk

Financial instruments that potentially subject the Organization to concentrations of credit risk consist principally of cash deposits. The Organization at times has cash on deposit at financial institutions that is in excess of federally insured limits. Accounts are guaranteed by the Federal Deposit Insurance Corporation up to certain limits.

The Organization has not experienced any losses in such accounts. The Organization has no policy requiring collateral or other security to support its deposits or receivables.

#### 4) Property and equipment

Property and equipment consists of the following:

	2020			<u>2019</u>		
Building	S	234,148	S	-		
Equipment		10,271		10,271		
Total cost		244,419		10,271		
Less: accumulated depreciation		(13,331)		(8,396)		
Property and equipment	S	231,088	\$	1,875		

#### 5) Program grants

A substantial portion of the Organization's support and revenue is derived from grants for programs conducted. The various grants are approved on a year-to-year basis. Any unexpected grant funds or unauthorized expenditures must be refunded. The Organization received approximately 85% and 83% of its revenue from grants for the years ended June 30, 2020 and 2019, respectively.

#### 6) Liquidity and availability

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

S	167,200
	28,410
S	195,610
	\$ \$

#### For the Years Ended June 30, 2020 and 2019

### 7) Long-term debt

Long-term debt consisted of the following at June 30:

	<u>2020</u>	4	2019
Note payable to a financial institution dated September 30, 2019 with a variable interest rate as defined in the agreement (5.74% at June 30, 2020). The note is payable in monthly installments of \$1,252 including interest. The note matures in September 2034 and is secured by the real estate.	\$ 145,197	\$	-
Less: current portion	 6,700		82
Long-term debt, less current portion	\$ 138,497	\$	-

Aggregate maturities of long-term debt in the years subsequent to June 30, 2020 are as follows:

2021	\$ 6,700
2022	7,100
2023	7,600
2024	8,000
2025	8,500
Thereafter	107,297

#### 8) <u>Supplemental disclosures of cash flows information</u>

	<u>2020</u>	<u>2019</u>		
Cash payments for interest	6,501		<b>1000000000000000000000000000000000000</b>	
Non-cash financing of real estate	\$ 150,000	\$		

#### 9) <u>Refundable advance</u>

On May 7, 2020, Northshore Families Helping Families, Inc. was granted a \$35,700 loan under the Paycheck Protection Program "PPP" administered by a Small Business Administration (SBA) approved partner. The loan is uncollateralized and is fully guaranteed by the Federal government. The Organization initially recorded the loan as a refundable advance and subsequently recognized grant revenue in accordance with guidance for conditional contributions; that is, once the measurable performance or other barrier and right of return of the PPP loan no longer existed. The Organization has recognized \$12,166 as grant revenue for the year ended June 30, 2020. Proceeds from the loan are eligible for forgiveness if the Organization maintains employment levels during its 24-week covered period and uses the funds for certain payroll, rent, and utility expenses. The Organization will be required to repay any remaining balance, plus interest accrued at 1% per annum in monthly payments beginning on November 7, 2020. Principal and interest payments will be required through the maturity date, May 7, 2022.

#### For the Years Ended June 30, 2020 and 2019

#### 10) New accounting pronouncements

In June 2018, the FASB issued ASU No. 2018-08 (Topic 958), "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 ASU should 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. This ASU was effective for the Organization's fiscal year beginning July 1, 2019.

In May 2014, the FASB issued ASU 2014-09, "*Revenue from Contracts with Customers*" (Topic 606), which amends the existing accounting standards for revenue recognition. ASU 2014-09 is based on principles that govern the recognition of revenue at an amount to which an entity expects to be entitled when products are transferred to customers. The updated guidance is effective for annual periods beginning after December 15, 2019.

Northshore Families Helping Families, Inc. is currently assessing the impact of this pronouncement on its financial statements.

#### 11) Subsequent events

As a result of the spread of the COVID-19 coronavirus, economic uncertainties have arisen which are likely to negatively impact the Organization's financial results. However, the related financial impact and duration cannot be reasonably estimated at this time.

Management has evaluated subsequent events through the date of the auditors' report, the date which the financial statements were available to be issued. There were no material subsequent events that required recognition or additional disclosure in these financial statements.



#### WEGMANN DAZET & COMPANY

## INDEPENDENT AUDITORS' 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 of Directors Northshore Families Helping Families, Inc. Covington, Louisiana

We have audited, 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, the financial statements of Northshore Families Helping Families, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2020, 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 December 1, 2020.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Northshore Families Helping Families, Inc.'s internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Northshore Families Helping Families, Inc.'s internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over financial reporting.

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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Northshore Families Helping Families, Inc.'s financial statements are free of 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*.

#### **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 on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control on compliance. Accordingly, this communication is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

December 1, 2020

Wigmann Bazet + Company

## NORTHSHORE FAMILIES HELPING FAMILIES, INC. SUPPLEMENTARY INFORMTION - SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS TO AGENCY HEAD

For the Year Ended June 30, 2020

# SUMMARY OF COMPENSATION

Executive Director

Kathy Dillon 07/01/19 - 06/30/20

Purpose	Amount
Salary	\$ 48,115
Benefits-insurance	
Reimbursements-mileage	263