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ST. LANDRY COMMUNITY SERVICES, INC. OPELOUSAS, LOUISIANA FINANCIAL STATEMENTS FOR THE YEARS ENDED JUNE 30, 2007 AND 2006

Under provisions of state law, this report is a public document. Acopy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 4/9/08

Release Date

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Chizal S. Fontenot, CPA James L. Nicholson, Jr., CPA G. Kenneth Pavy, II, CPA Michael A. Roy, CPA Lisa Trouille Manuel, CPA Dana D. Quebedeaux, CPA



# JOHN S. DOWLING & COMPANY A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS

#### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
St. Landry Community Services, Inc.
Opelousas, Louisiana

John S. Dowling, CPA 1904-1984 John Newton Stout, CPA 1936-2005

Retired

Harold Dupre, CPA 1996 Dwight Ledoux, CPA 1998 Joel Lanclos, Jr., CPA 2003 Russell J. Stelly, CPA 2005

We have audited the accompanying statements of financial position of St. Landry Community Services, Inc., a nonprofit corporation, as of June 30, 2007 and 2006, and the related statements of activities and cash flows for the years then ended. These financial statements are the responsibility of St. Landry Community Services, Inc.'s management. 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 and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of St. Landry Community Services, Inc., as of June 30, 2007 and 2006, and the changes in its net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated March 3, 2008 on our consideration of the St. Landry Community Services, 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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with <u>Government Auditing Standards</u> and should be considered in assessing the results of our audits.

Our audits were conducted for the purpose of forming an opinion on the financial statements that collectively comprise the St. Landry Community Services, Inc. basic financial statements. The schedule listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audits of the basic financial statements and, in our opinion, is fairly presented, in all material respects, in relation to the basic financial statements taken as a whole,

John S. Dowling & Company
Opelousas, Louisiana
March 3, 2008

ST. LANDRY COMMUNITY SERVICES, INC.
OPELOUSAS, LOUISIANA
STATEMENTS OF PINANCIAL POSITION
JUNE 30, 2007 AND 2006

	( ONLY)	2006	\$209,517	64,100	22,279	295,896	53,105	53,105	349,001		\$24,911	702	22,279	48,750	(2,732) 302,983 300,251	349,001
	TOTAL (MEMORANDUM ONLY)	2007	\$155,863 3,553	118,579	120,031	398,026	35, 259	35,259	433,285		\$16,056 31,549	2,149	120,031	169,785	(9,101) 272,601 263,500	433,285
	1/ JNION	2006	\$200,910			200,910		-0-	200.910					-0-	\$200,910	200,910
	AIMM/ CREDIT UNION	2007	\$30,442		87,695	120,137		-0-	120, 137		\$237	154	15,560	15,951	104,186	120,137
	OUR	2006	\$6,342	64,100	22,279	92,721	34,423	34,423	127,144		\$23,511	702		25,071	102,073 102,073	127,144
TEMPORARILY RESTRICTED	SONS AND DAUGHTERS	2007	\$70,628	47,942	13,228	131,798	21,216	21,216	153,014		\$5,495 31,549	1,164	15,620	53,828	99,186 99,186	153,014
RARILY RE	H	2006			1	0,	1	-0-	-0-					-0-	0,	-0-
TEMPC	SAVE	2007	\$16,190 86	70,637	3,488	90,401		0	90,401		\$4,838	495	42,772	48,105	42,296	90,401
	PROJECT BART	2006			1	0		-0-	-0-					-0-	-	-0-
		2007	\$38,603		15,620	25,690	1,683	1,683	57,373		\$5,486	336	24,618	30,440	26,933 26,933	57, 373
	RICTED	2006	\$2,265			2,265	18,682	18,682	20,947		\$1,400		22,279	23,679	(2,732)	20,947
	UNRESTRICTED URBAN AFFAIRS	2007				-0-	\$12,360	12,360	12,360				\$21,461	21,461	(9, 101) (9, 101)	12,360
			ASSETS  Cash and cash equivalents Accounts receivable	TANF funds receivable	Due from other funds	assets	Office furniture and equipment, net	assets	Total assets	LIABILITIES AND NET ASSETS	LIABILITIES Accounts payable Due to Edu Com	Payioli withmordings payable	Due to other funds	liabilities	NET ASSETS Unrestricted, undesignated Temporarily restricted Total net assets	Total liabilities and net assets

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

# ST. LANDRY COMMUNITY SERVICES, INC. OPELOUSAS, LOUISIANA STATEMENTS OF ACTIVITIES - UNRESTRICTED FOR THE YEARS ENDED JUNE 30, 2007 AND 2006

	2007	2006
REVENUES AND OTHER SUPPORT		
State grants		
Governor's Office of Urban Affairs and		
Development		\$18,891
Interest income		276
Donations	\$5,057	19,722
State appropriation revenue		7,787
Miscellaneous	700	259
Total revenues and other support	5,757	46,935
EXPENSES		
Administrative		
Personnel - salaries		29,640
Personnel - fringe benefits		2,816
Telephone and postage		1,518
Rent, utilities, and janitorial service		6,126
Internet		671
Donation expenses	3,892	19,722
State appropriation expense		7,787
Office supplies		208
Depreciation	6,322	6,613
Bank charges	24	67
Miscellaneous	<del></del>	<u> 195</u>
Total administrative	10,238	<u>75,363</u>
Direct Services		
PAX TV expense	600	
Back to School Expense		5,602
CCAH African Americans		3,092
Total direct services	600	8,694
Nonprogram Costs		5
Total expenses	10,838	84,062
DEFICIENCY OF REVENUES UNDER EXPENSES	<u>(5,081</u> )	( <u>37,127</u> )
OTHER INCREASES (DECREASES)		
Transfer from/to Credit Union		1,318
Transfer to Save II	(1,288)	•
Total other increases (decreases)	(1,288)	1,318
Change in Net Assets	(6,369)	(35,809)
NET ASSETS (DEFICIT), beginning of year	(2,732)	33,077
NET ASSETS (DEFICIT), end of year	<u>(9,101</u> )	<u>(2,732</u> )

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

ST. LANDRY COMMUNITY SERVICES, INC.
OPELOUSAS, LOUISIANA
STATEMENTS OF ACTIVITIES - TEMPORARILY RESTRICTED
FOR THE YEARS ENDED JUNE 30, 2007 AND 2006

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	PROJECT BART	r BART 2006	SAVE 2007	2006	SAVE OUR DAUG 2007	SAVE OUR SONS AND DAUGHTERS 2007 2007	AIMM/ CREDIT UNION 2007	1/ UNION 2006
REVENUES AND OTHER SUPPORT Grants Donation revenue Edu Com grant Miscellaneous	\$175,000 1,545		\$214,855		\$239,609 159 175,000	\$228,741	4. 9.4	
Interest Total revenues and other support	176,545	101	214,855	-0-	414,798	228,741	1,125	\$2,228
EXPENSES								
Administrative Dereconel salaries					015 31	וצר צר	2 750	ن بر بر
1					2,736	1,544		270
Telephone	1,572				241	919	211	513
Rent	4,800		700		2,100	1,450	1,490	
Utilities	1,752				1,190	1,325	552	918
Accounting/audit	1,800				700		8,800	
Supplies	268		337		407	181	264	
Travel	540				1,352	968	1,446	
Total administrative	10,732	-	1,037	-0-	25,036	19,215	16,513	5,236
Direct Services								
Salaries	79,428		124,167		145,349	102,690	17,133	
Fringe benefits	9,372		12,420		12,628	9,764	1,420	
Contract labor	32,150		2,500			1,687	42,708	
Staff development	888							
Classroom supplies	2,061		1,963		11,922	11,058	1,144	
Bus driver mileage	4,686		13,273		16,040	18,458		
Incentive/hospitality	3,314					664	4,964	
PAX TV expense	1,400					3,600	1,025	
Printing, postage	284				233	12,536		
Consultant	5,196						7,750	
Depreciation					13,207			
Janitorial			1,500		400		525	
Donation expense			400					
CCAH African Americans							2,875	

Continued on next page.

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

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ST. LANDRY COMMUNITY SERVICES, INC.

OPELOUSAS, LOUISIANA
STATEMENTS OF ACTIVITIES - TEMPORARILY RESTRICTED - CONTINUED
FOR THE YEARS ENDED JUNE 30, 2007 AND 2006

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

ST. LANDRY COMMUNITY SERVICES, INC.
OPELOUSAS, LOUISTANA
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2007 AND 2006

			;		•	TEMPORAR	TEMPORARILY RESTRICTED	CTED		
	Come + amoragan	4	maka maaroaa	e de c	TT OWNO		SAVE OUR SONS	SONS AND	AIMM/	NOLL
	2007	2006	2007	2006	2007	2006	2007	2006	2007	2006
CASH PLOWS PROM OPERATING ACTIVITIES										
Cash received from grants		\$18,891	\$175,000	••	\$144,132		\$430,767	\$218,646		
Cash received from donations Cash paid for salaries and fringes	\$5,057	(32,456)	1,545		(138,592)		(177,419)	(126, 736)	\$ (64,857)	\$ (3,805)
Cash paid for subcontracts	,	(8,694)								
Cash paid to suppliers Interest earned	(5,916)	(38, 262)	(17,980)		(29, 922)		(70,471)	(50,893)	(32,601)	(1,431)
Cash paid to Edu Com		) i					(143,451)		1	1
Other receipts	700	27,768					189		(1,531)	
Transfers in/out	(1,288)	23,983			1,288			(22,279)		(1,318)
Net cash provided (used)										
by operating activities	(1,447)	(8,494)	31,288	-0-	(23,094)	ò	39,615	18,738	(98, 333)	(4,326)
CASH FLOWS USED BY INVESTING ACTIVITIES										
Purchase of fixed assets Net cash used by investing			(1,683)					(14,012)		
activities	-0-	-0-	(1,683)	-0-	-0-	-0-	,0,	(14,012)	-0-	-0-
CASH FLOWS PROVIDED (USED) BY NONCADITAL FINANCING ACTUILIES										
Operating loan	(818)	- D -	866'8	0-	39,284	÷	24,671	(386)	(72, 135)	-0-
NET INCREASE (DECREASE) IN CASH	(2,265)	(8,494)	38,603		16,190		64,286	4,340	(170,468)	(4,326)
CASH, beginning of year	2,265	10,759		İ		I	6,342	7	200,910	205,236
CASH, end of year	-0	2.265	38,603	-0	16,190	-0-	70,628	4,342	30,442	200,910

Continued on next page.

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

ST. LANDRY COMMUNITY SERVICES, INC.
OPELOUSAS, LOUISIANA
STATEMENTS OF CASH FLOWS - CONTINUED
FOR THE YEARS ENDED JUNE 30, 2007 AND 2006

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AIMM/ CREDIT UNION 2007 2006

SAVE II 2007 2006

PROJECT BART 2007 2006

UNRESTRICTED 2007 2006

:	ş (4 , 326)						(4,326)
:	\$(96,724) \$(4,326)		(2,000)	237			(98,333)
	\$26,392	12,536	(10,095)	307	87		18,738
	\$ (2,887)	13,207	16,158	(18,016)	31,549 (858)		39,615
						ļ	-0-
	\$42,296		(70,723)	4,838			(23,094)
						1	-0-
	\$26,933		(1,467)	5,822			31,288
	369) \$ (35,809)	6,613	386	(1,927)	22,279	(36)	(8,494)
	\$ (6,369) \$	6,322		(1,400)			(1,947)
RECONCILIATION OF INCREASE (DECREASE) IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES	Increase (decrease) in net assets Adjustments to reconcile:	Depreciation Transfer of fixed assets	(Increase) decrease in receivables (Increase) decrease in due from accounts	Increase (decrease) in accounts payable Increase (decrease) in payrol 1 jabilities	Increase (decrease) in dem to accounts Increase (decrease) in unemmlowment navable	Increase (decrease) in accuration was cash provided (used) by	operating activities

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

# NOTE (1) - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### A. NATURE OF ACTIVITIES

St. Landry Community Services, Inc. is a nonprofit corporation whose primary purpose is to encourage the formation and maintenance of two-parent families through the provision of supervised, structured out-of-school activities for students. The program provides homework assistance to approximately one hundred fifty students ages nine through fourteen. St. Landry Community Services, Inc. also sponsors after school church-based tutorial programs and supports worthwhile eligible community programs. Support for St. Landry Community Services, Inc. comes primarily from the Governor's Office of Urban Affairs and Development of the State of Louisiana and the Save Our Sons and Daughters Program through the Louisiana Department of Education.

#### B. BASIS OF ACCOUNTING

The financial statements of St. Landry Community Services, Inc., have been prepared on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

Purchases of operating supplies are regarded as expenditures at the time purchased and inventories of such supplies (if any) are not recorded as assets at the close of the fiscal year, unless material.

# C. PROPERTY AND EQUIPMENT

Fixed assets are recorded at cost. Donated assets are recorded at fair market value. Such donated assets are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Depreciation is computed using the straight-line method based on the estimated useful life of each asset. Average lives for video libraries, and office furniture and equipment are estimated to be 5-7 years. Maintenance and repairs are charged to operations when incurred.

### D. ESTIMATES

The preparation of financial statements in conformity with 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.

#### E. INCOME TAXES

St. Landry Community Services, Inc. is a nonprofit corporation exempt from income taxes under the Internal Revenue Code Section 501(c)(4) and similar provisions of the State Code. Therefore, no provision for income taxes has been made. At December 4, 2007, the Internal Revenue Service determined that St. Landry Community Services, Inc. is exempt under section 501(c)(3) with pubic charity status under section 170(b)(1)(A)(vi). As such, contributions to St. Landry Community Services, Inc. are deductible under section 170 of the code.

### NOTE (1) - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

#### F. BUDGET ACCOUNTING

St. Landry Community Services, Inc., prepares a budget on the cash basis which is approved by the funding agency.

### G. STATEMENTS OF CASH FLOWS

For purposes of reporting the statements of cash flows, all highly liquid investments with a maturity of three months or less are considered to be cash equivalents.

### H. COMPENSATED ABSENCES

Annual leave of fifteen (15) working days with pay is granted to the Coordinator and ten (10) working days with pay to the Secretary/Receptionist. Annual leave for all employees is required to be used by December of each year. There is no carry-over of annual leave.

All employees are entitled to a maximum of ten (10) days absences per year for sick leave. Any unused days shall be accumulated up to twenty (20) days a year. Employees are not paid for accumulated sick leave.

### I. CONTRIBUTIONS

In accordance with SFAS NO. 117, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence or nature of any donor restrictions.

#### J. MEMORANDUM ONLY - TOTAL COLUMNS

Total columns on the accompanying statement of financial position are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

### NOTE (2) - CASH

The book value of cash and cash equivalents for June 30, 2007 and 2006 consist of the following:

	2007	2006
Cash in noninterest-bearing account Cash in interest-bearing accounts	\$70,628 _85,235	\$8,607 200,910
	155,863	209,517

#### NOTE (3) - RETIREMENT PLAN

Employees of St. Landry Community Services, Inc. are on the Social Security Retirement System.

#### NOTE (4) - OFFICE FURNITURE AND EQUIPMENT

The following is a summary of office furniture and equipment at June 30, 2007 and 2006:

			TEMPOR!	ARILY REST	RICTED
	IBIODOM			UR SONS	DADE
	UNREST			AUGHTERS	BART_
	2007	2006	2007	2006	2007
Books			\$9,234	\$9,234	
Video library	\$6,007	\$6,007	22,484	22,484	
Office furniture and equipment -					
at cost or fair market value	41,857	41,857	34,659	34,659	\$1,683
Accumulated depreciation	( <u>35,504</u> )	( <u>29,182</u> )	( <u>45,161</u> )	( <u>31,954</u> )	
<u>Net</u>	12,360	18,682	21,216	34,423	1,683
Depreciation expense	\$ <u>6,322</u>	\$ <u>6,613</u>	\$ <u>13,207</u>	\$ <u>12,536</u>	<u>-0-</u>

The cost of office furniture and equipment at June 30, 2007 and 2006 includes a copier donated to St. Landry Community Services, Inc. in a prior year with a fair market value of \$2,400.

#### NOTE (5) - NONPROGRAM COSTS

The nonprogram costs at June 30, 2007 and 2006 consist of the following:

	2007	2006
Filing fees		\$ <u>5</u>
	<u>-0-</u>	<u>5</u>

# NOTE (6) - TEMPORARILY RESTRICTED NET ASSETS

During the current fiscal year, St. Landry Community Services, Inc. received a grant through the Federal program called "Temporary Assistance for Needy Families" (TANF), CFDA #93.558. The objective of the Community Services program is to provide homework assistance and after school tutoring to students of ages nine through fourteen. The grant is reimbursed to St. Landry Community Services, Inc. based on the number of students and contact hours submitted. TANF funds are received in the funds called Save II and Save Our Sons and Daughters.

Bart funds are received from the State of Louisiana Office of Community Services. The purpose of this grant is to equip teenagers with good habits to improve self-esteem and to help them become knowledgeable, responsibly caring and self-disciplined; to provide the youngsters with appropriate social skills, to help prepare them for the challenges of life in school and in our complex and fast paced world; to continue the academic process with the least amount of interruption by reducing school suspension, expulsion and dropout rates.

# NOTE (6) - TEMPORARILY RESTRICTED NET ASSETS - Continued

Money previously accumulated for the First Federal Cooperative Credit Union was approved for reallocation in September, 2006. The new program is Assistance in Money Management (AIMM). The purpose of AIMM is to address income, debt, poverty and other financial matters in a complete program that is supportive of life goals and priorities and one that combines knowledge, education, possibilities, ideas, tactics, and strategies.

St. Landry Community Services, Inc. was granted permission from the State of Louisiana, Office of the Commissioner, Division of Administration to reallocate the Credit Union funds. Approval was granted since the proposal met the intent of the original agreement "to provide education and financial literacy network to disseminate and exchange financial information and ideas which will strengthen and help members help themselves."

# NOTE (7) - CONCENTRATIONS OF CREDIT RISK

Credit risk for revenue is concentrated as well because of the volume of business transacted with a particular grantor.

Chizal S. Fontenot, CPA James L. Nicholson, Jr., CPA G. Kenneth Pavy, II, CPA Michael A. Roy, CPA Lisa Trouille Manuel, CPA Dana D. Quebedeaux, CPA



# JOHN S. DOWLING & COMPANY A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS

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

John S. Dowling, CPA 1904-1984 John Newton Stout, CPA 1936-2005

Retired

Harold Dupre, CPA 1996 Dwight Ledoux, CPA 1998 Joel Lanclos, Jr., CPA 2003 Russell J. Stelly, CPA 2005

To the Board of Directors
St. Landry Community Services, Inc.
Opelousas, Louisiana

We have audited the financial statements of St. Landry Community Services, Inc., a nonprofit organization, as of and for the year ended June 30, 2007, and have issued our report thereon dated March 3, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

# Internal Control Over Financial Reporting

In planning and performing our audit, we considered St. Landry Community Services, Inc.'s internal control over financial reporting in order to determine 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 St. Landry Community Services, Inc.'s internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the St. Landry Community Services, Inc.'s internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the St. Landry Community Services, Inc.'s ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the St. Landry Community Services, Inc.'s financial statements that is more than inconsequential will not be prevented or detected by the St. Landry Community Services, Inc.'s internal control. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as 2007-1, 2007-2, and 2007-3 to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the St. Landry Community Services, Inc.'s internal control.

To the Board of Directors St. Landry Community Services, Inc. Page 2

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, we believe that 2007-1, 2007-2, and 2007-3 of the significant deficiencies described above are material weaknesses.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether St. Landry Community Services, 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 that are required to be reported under Government Auditing Standards. We noted a certain matter that we reported to management in a separate letter dated March 3, 2008.

This report is intended solely for the information and use of the Board of Directors, management and the Governor's Office of Urban Affairs and Development of the State of Louisiana and is not intended to be and should not be used by anyone other than these Under Louisiana Revised Statute 24:513, this report is specified parties. distributed by the Legislative Auditor as a public document. ohn S. Vouling & Company

Opelousas, Louisiana

March 3, 2008

# ST. LANDRY COMMUNITY SERVICES, INC. OPELOUSAS, LOUISIANA SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2007

### Section I - SUMMARY OF AUDIT RESULTS

- 1. The auditor's report expresses an unqualified opinion of the financial statements of St. Landry Community Services, Inc.
- 2. Three material weaknesses relating to the audit of the financial statements is reported in the 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.
- 3. No instances of noncompliance material to the financial statements were disclosed during the audit.
- 4. There was no single audit required under OMB Circular A-133.

### Section II - 2007 FINDINGS - FINANCIAL STATEMENTS AUDIT

#### Internal Control

### 2007-1 Interfund Accounts

Condition: St. Landry Community Services' interfund accounts are not reconciled.

Criteria: When operating transfers are being made between funds, the due to and due from accounts must be reconciled monthly to make sure that the records are accurate.

Cause: Transfers were being tracked but the books did not correctly reflect the transfers.

Effect: The books did not accurately reflect the transfers and due to/ due from accounts at year-end.

Recommendation: The bookkeeper should make and retain a schedule at the end of each month which will show exactly what each fund owes to each other fund.

### 2007-2 Due To and Due From Amounts

Condition: The books reflect numerous due to and due from amounts at year-end. These interfund accounts should be settled as soon as possible.

Criteria: Interfund loans should be used only as a temporary loan until the next funding check is received.

Cause: St. Landry Community Services, Inc. had several additional programs during the current year with revenue coming in at various times. Loans were made until funding was received. However, the loans were not paid back.

Effect: There are numerous due to and due from balances on the books at year-end.

Recommendation: Management should research each due to and due from account and settle each account as soon as possible.

# ST. LANDRY COMMUNITY SERVICES, INC. OPELOUSAS, LOUISIANA SCHEDULE OF FINDINGS AND QUESTIONED COSTS - CONTINUED FOR THE YEAR ENDED JUNE 30, 2007

# 2007-3 Accounting Records

Condition: The underlying accounting records of St. Landry Community Services, Inc. were in disarray. A fund was closed out and new funds were set up to account for monies transferred without an adequate trail of the flow of transactions.

Criteria: The books should clearly reflect all activity of each fund.

Cause: There were numerous interfund activities during the year.

Effect: St. Landry Community Services, Inc's books did not adequately record the flow of transactions during the year.

Recommendation: The books should accurately record the flow of transactions during the year.

# ST. LANDRY COMMUNITY SERVICES, INC. OPELOUSAS, LOUISIANA SCHEDULE OF PRIOR YEAR FINDINGS FOR THE YEAR ENDED JUNE 30, 2007

# Section I - Internal Control and Compliance Material to the Financial Statements

N/A

Section II - Internal Control and Compliance Material to Federal Awards

N/A

Section III - Management Letter

N/A

Chizal S. Fontenot, CPA James L. Nicholson, Jr., CPA G. Kenneth Pavy, II, CPA Michael A. Roy, CPA Lisa Trouille Manuel, CPA Dana D. Quebedeaux, CPA



John S. Dowling, CPA 1904-1984 John Newton Stout, CPA 1936-2005

Retired

Harold Dupre, CPA 1996 Dwight Ledoux, CPA 1998 Joel Lanclos, Jr., CPA 2003 Russell J. Stelly, CPA

To the Board of Directors St. Landry Community Services, Inc. Opelousas, Louisiana

We have audited the financial statements of the St. Landry Community Services, Inc., Louisiana, as of and for the year ended June 30, 2007, and have issued our report thereon dated March 3, 2008. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

As part of our examination, we have issued our report on the financial statements, dated March 3, 2008, and our report on internal control and compliance with laws, regulations, contracts, and grants dated March 3, 2008. This letter does not affect our report dated March 3, 2008 on the financial statements of the St. Landry Community Services, Inc..

During our audit, we became aware of the following matter which is an immaterial deviation of noncompliance.

# Immaterial Deviation of Noncompliance

2007-4 Timely Submittal of Audit Report

St. Landry Community Services, Inc.'s audit report was not submitted to the Louisiana Legislative Auditor within six months of the close of the fiscal year.

John S.D owling & Company
Opelousas, Louisiana

March 3, 2008



# ST. LANDRY COMMUNITY SERVICES, INC.

217 N. Main St. Opelousas, Louisiana 70570 Phone: (337) 942–1040 Fax: (337) 942-1250

# CORRECTIVE ACTION PLAN

Louisiana Legislative Auditor

The St. Landry Community Services, Inc. respectfully submits the following corrective action plan for the year ended June 30, 2007.

Name and address of independent public accounting firm: John S. Dowling & Company, P.O. Box 1549, Opelousas, LA 70571-1549.

Audit period: Year ended June 30, 2007

The findings from the 2007 audit report are discussed below. The findings are numbered consistently with the numbers assigned in the report.

### FINDINGS-FINANCIAL STATEMENT AUDIT

# 2007-1 Interfund Accounts

Corrective Action Planned: Bookkeeper has already made a schedule to show exactly what each fund owes and will reconcile them at the end of each month.

Personal Response: This was the first year that St. Landry Community Services, Inc. has ever had audit findings. I agree that this was not my best work. Each year I do a pre audit before the auditor comes in. Due to the lateness of me getting my work to the auditor I didn't have time to do the pre audit.

Contact Person Responsible for Corrective Action: Margaret RN Jackson

Anticipated Completion Date: Already corrected.

# 2007-2 Due To and Due From Amounts

Corrective Action Planned: St. Landry Community Services, Inc. did have several due to and from because all of our funds comes on one bank account. Upon receipt of funds bookkeeper will immediately write a check from that account and deposit it into the appropriate accounts. Bookkeeper have already begun to make preparation to clear up all due to and from. This should be completed by the end of the month.

Contact Person Responsible for Corrective Action: Margaret RN Jackson

Anticipated Completion Date: 03/31/08

# 2007-3 Accounting Records

Corrective Action Planned: This was a unique year in that we opened up new funds in order to try to keep all grants separated. We did keep the grants and all expenses separated. However, in the process, we did not leave a clear audit trail of how the monies were transferred from one fund to the new fund. This will not happen in the future as our income sources will be more stable.

Also, at the end of each month the bookkeeper will double check to make sure that all activities of each funds are properly documented and that a clear audit trail is available.

Contact Person Responsible for Corrective Action: Margaret RN Jackson

Anticipated Completion Date: Ongoing

# 2007-4 Timely submitting of Audit Report

This was the first time our audit report was ever late. This was just one of those rare situation. This will not happen again.

Contact Person Responsible for Corrective Action: Margaret RN Jackson

Margaret RN Jackson