Note: This solicitation is for audits of the Louisiana Educational Television Authority and the Foundation for Excellence in Louisiana Public Broadcasting. Three separate audit reports will be required as follows: the Louisiana Educational Television Authority, the Foundation for Excellence in Louisiana Public Broadcasting, and the LETA Combined Report. The ICPA should prepare one proposal that discusses both agencies as well as the three audit reports that are required. The single pricing proposal should include separate pricing information as follows: (1) the Louisiana Educational Television Authority (see separate SFP on LLA website), (2) the Foundation for Excellence in Louisiana Public Broadcasting, (3) the LETA Combined report (see special requirement section of the LETA SFP), and (4) a summary sheet that details the total audit fee and audit hours for each of three reports for each year and a grand total for the package. **If any of the three reports are omitted from the proposal or pricing information, the proposal will be rejected**.

**Agency Name and Address:**

Foundation for Excellence in Louisiana Public Broadcasting

7733 Perkins Road

Baton Rouge, Louisiana 70810-1199

Website: [www.lpb.org](http://www.lpb.org)

**Solicitation Number:** 24-3423 / 24-5763

**Type of Engagement:** Audit

**Contract Period:** July 1, 2024 – September 1, 2026

**Periods to be Examined:** Years ending June 30, 2024; June 30, 2025; and June 30, 2026

**Description Provided by the State Agency:**

* Foundation for Excellence in Louisiana Public Broadcasting is a nonprofit corporation that is a discretely presented component unit of the Louisiana Educational Television Authority. The foundation was organized to direct all of its efforts to support the authority. The foundation provides for an endowment to support Louisiana public television.
* The foundation is governed by a board of nine members. The board members serve without compensation.
* The foundation holds four board meetings per year. At each meeting, the board reviews its statements of revenues and expenses, its balance sheet, and the authority’s statements of revenues and expenses. In addition, the investment committee holds quarterly meetings to review the foundation’s investment report.
* The foundation has a director, who is under contract, and no employees. All administrative functions are performed by the director and the authority. The foundation reimburses the authority for the services provided.
* The foundation has one bank account and investments in equities and fixed income. Approximately 75 checks are written each month. Two signatures are required on checks over $10,000. The foundation’s director and board members are authorized to sign checks. Supporting documentation is provided to the individual signing the check. The investments are overseen by a professional investment management consultant hired by the foundation. The consultant reports to the investment committee on a quarterly basis.
* The Division of Administration, Office of Statewide Accounting and Reporting Policy’s Annual Fiscal Report (AFR) packet, which is a statutory basis report, should be included in the report as supplementary information.
* Operations of the foundation are primarily funded by donations and grants. The following activity/balances were reported as of and for the year ended June 30, 2023:

Statement of Financial Position/

Statement of Activities

Total Assets $53,795,380

Total Liabilities $169,191

Net Assets $53,626,189

Revenues $10,360,763

Expenses $6,056,102

**Accounting System:** Automated

**Financial Statements:** The foundation will provide a general ledger and trial balance.

**Estimated Start of Fieldwork:** No later than July 15 following each period

**Engagement Completion Date:**

* Foundation for Excellence in LPB – No later than September 1 following each period

**Special Requirements:**

* The successful ICPA will assist the foundation in compiling the financial statements in accordance with GAAP, to include appropriate note disclosures.
* The successful ICPA will assist the foundation in preparing the AFR packet.
* The successful ICPA will prepare Form 990, for each period.

**State Agency Assistance:** The foundation will provide supporting schedules as required.

**Last Engagement:** Audit as of and for the period ended June 30, 2023

**Results of Last Engagement:**

* Unmodified opinion
* No findings

**Prior Auditor:** Pinell & Martinez, LLC

308 South Tyler Street, Suite 2

Covington, Louisiana 70433

**Proposers’ Conference:**

* A proposers' conference will **not** be held.
* Any questions regarding the SFP or state agency should be sent to [StateContracts@lla.la.gov](mailto:StateContracts@lla.la.gov)

**Proposal Due Date and Time:** May 15, 2024 by 5:00 pm