

FAMILIES HELPING FAMILIES OF NORTHEAST LOUISIANA, INC.
MONROE, LOUISIANA

FINANCIAL REPORT

June 30, 2013

HILL, INZINA & COMPANY

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HILL, INZINA & COMPANY

INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS

Board of Directors
Families Helping Families of Northeast Louisiana, Inc.
Monroe, Louisiana

Report on the Financial Statements

We have audited the accompanying financial statements of Families Helping Families of Northeast Louisiana, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2013, and the related statements of activities, functional expenses, and cash flows for the year 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.

Auditor's Responsibility

Our responsibility is to express opinions 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, 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 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 Families Helping Families of Northeast Louisiana, Inc.'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 Families

Helping Families of Northeast Louisiana, Inc.'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 Families Helping Families of Northeast Louisiana, Inc. as of June 30, 2013, 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 Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 16, 2013, on our consideration of Families Helping Families of Northeast Louisiana, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, 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 *Government Auditing Standards* in considering Families Helping Families of Northeast Louisiana Inc.'s internal control over financial reporting and compliance.

/s/ Hill, Inzina & Co.

December 16, 2013

FINANCIAL STATEMENTS

FAMILIES HELPING FAMILIES OF NORTHEAST LOUISIANA, INC.
MONROE, LOUISIANA

STATEMENT OF FINANCIAL POSITION
June 30, 2013

ASSETS

Current assets:	
Cash	\$ 47,693
Due from grantors	32,837
Investments	<u>128,218</u>
Total current assets	<u>\$ 208,748</u>

LIABILITIES AND NET ASSETS

Current liabilities:	
Accounts payable	\$ 8,321
Payroll taxes payable	<u>5,668</u>
Total current liabilities	\$ 13,989
Net assets - unrestricted	<u>194,759</u>
Total liabilities and net assets	<u>\$ 208,748</u>

See notes to financial statements.

FAMILIES HELPING FAMILIES OF NORTHEAST LOUISIANA, INC.
MONROE, LOUISIANA

STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2013

Revenues and other support:	
Federal grants	\$ 222,352
State grants	53,532
Other grants	106,331
Contributions	26,061
Investment income	445
Other	6,352
Total revenues and other support	<u>\$ 415,073</u>
Expenses:	
Program	\$ 322,635
Support - management and general	94,880
Total expenses	<u>\$ 417,515</u>
Increase (decrease) in net assets - unrestricted	\$(2,442)
Net assets - unrestricted - beginning	<u>197,201</u>
Net assets - unrestricted - ending	<u>\$ 194,759</u>

See notes to financial statements

FAMILIES HELPING FAMILIES OF NORTHEAST LOUISIANA, INC.
MONROE, LOUISIANA

STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended June 30, 2013

	<u>Program</u>	<u>Support - Management and General</u>	<u>Totals</u>
Salaries and contract labor	\$ 116,228	\$ 67,738	\$ 183,966
Payroll taxes and related	13,587	8,328	21,915
Employee health insurance	2,700	-	2,700
Supplies and equipment	13,055	3,589	16,644
Building rent, utilities, and maintenance	11,302	6,927	18,229
Postage	1,821	430	2,251
Telephone	2,518	1,543	4,061
Internet access	670	410	1,080
Travel	6,127	-	6,127
Accounting and audit fees	2,958	1,814	4,772
Insurance	2,313	2,093	4,406
Promotions and advertising	360	160	520
LACAN	107,090	-	107,090
Parent stipend	827	-	827
SDE conferences and seminars	4,875	-	4,875
OCDD fiscal intermediary	8,988	-	8,988
CSHS RIW/transport/travel	8,273	-	8,273
Adult programs	789	-	789
Discretionary fund disbursements	15,873	-	15,873
FCW program	1,427	-	1,427
Board meetings	-	1,848	1,848
Miscellaneous	854	-	854
	<u>854</u>	<u>-</u>	<u>854</u>
 Total functional expenses	 <u>\$ 322,635</u>	 <u>\$ 94,880</u>	 <u>\$ 417,515</u>

See notes to financial statements.

FAMILIES HELPING FAMILIES OF NORTHEAST LOUISIANA, INC.
MONROE, LOUISIANA

STATEMENT OF CASH FLOWS
For the Year Ended June 30, 2013

CASH FLOWS FROM OPERATING ACTIVITIES	
Increase (decrease) in unrestricted net assets	\$(2,442)
Adjustments to reconcile increase (decrease) in unrestricted net assets to net cash provided by operating activities:	
Unrealized loss on investments	7,773
(Increase) decrease in due from grantors	14,559
Increase (decrease) in accounts payable	5,122
Increase (decrease) in payroll taxes payable	<u>436</u>
Net cash flows provided by operating activities	\$ 25,448
 CASH FLOWS FROM INVESTING ACTIVITIES	
(Increase) decrease in investments	<u>(10,525)</u>
 Increase in cash	 \$ 14,923
Cash - beginning	<u>32,770</u>
Cash - ending	<u><u>\$ 47,693</u></u>

See notes to financial statements.

FAMILIES HELPING FAMILIES OF NORTHEAST LOUISIANA, INC.
MONROE, LOUISIANA

NOTES TO FINANCIAL STATEMENTS
As of and for the Year Ended June 30, 2013

Note 1. Nature of Operations and Summary of Significant Accounting Policies

Nature of Operations:

Families Helping Families of Northeast Louisiana, Inc., is a nonprofit organization whose purpose is to serve individuals with disabilities and their families in Region VIII of northeast Louisiana by providing information and referrals on available services, parent-to-parent support, education, and training. The organization is governed by eleven non-compensated directors.

Basis of Presentation:

The financial statements of Families Helping Families of Northeast Louisiana, Inc., have been prepared in conformity with generally accepted accounting principles (GAAP).

Basis of Accounting:

The financial statements have been prepared on the accrual basis of accounting, whereby revenues are recognized when earned and expenses are recognized when the related liability is incurred.

Income Taxes:

Families Helping Families of Northeast Louisiana, Inc., is exempt from income taxes under Internal Revenue Code Section 501(c)(3) and the Internal Revenue Service has classified it as other than a private foundation.

Use of 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.

NOTES TO FINANCIAL STATEMENTS

Uncollectible Allowance:

The statements contain no provision for uncollectible accounts. Management considers all amounts due from grantors to be fully collectible.

Investments:

Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values in the statement of financial position. Realized and unrealized gains and losses are included in the change in net assets.

Equipment and Furniture:

Equipment and furniture of Families Helping Families of Northeast Louisiana, Inc., is not capitalized as title to the assets, which are purchased with resources from grants, reverts to the grantors. The full cost of equipment and furniture is charged as an expense upon purchase. Maintenance and repairs of equipment and furniture are charged to operations.

Revenues and Other Support:

Revenues received under grant programs are recorded as revenue when Families Helping Families of Northeast Louisiana, Inc., has incurred expenditures in compliance with the specific restrictions. Approximately 92% of its revenues and other support are received under federal, state, and local grant agreements. Contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Families Helping Families of Northeast Louisiana, Inc. has not received any contributions with donor-imposed restrictions that would result in temporary or permanent restrictions on net assets.

Functional Allocation of Expenses:

The costs of providing the various activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the activities benefitted..

NOTES TO FINANCIAL STATEMENTS

Note 2. Cash

As of June 30, 2013, Families Helping Families of Northeast Louisiana, Inc., had cash (book balances) as follows:

Checking accounts	\$ 47,593
Petty cash	<u>100</u>
 Total cash	 <u>\$ 47,693</u>

Note 3. Investments and Fair Value Measurements

Investments held by Families Helping Families of Northeast Louisiana, Inc., as of June 30, 2013 consisted of:

	<u>Cost</u>	<u>Fair Value</u>	<u>Unrealized Gain (Loss)</u>
Cash equivalents	\$ 601	\$ 601	\$ -
Fixed income	11,473	11,569	96
Mutual funds	61,991	59,421	(2,570)
Equities	<u>50,192</u>	<u>56,627</u>	<u>6,435</u>
 Total investments	 <u>\$ 124,257</u>	 <u>\$ 128,218</u>	 <u>\$ 3,961</u>

The fair values for the investments were determined by reference to quoted market prices and other relevant information generated by market transactions. The quoted prices in active markets for identical assets (level 1) were \$128,218.

Investment income for the year ended June 30, 2013 is summarized as follows:

Interest	\$ 603
Dividends	7,615
Unrealized gain (loss) on investments	<u>(7,773)</u>
 Total investment income	 <u>\$ 445</u>

NOTES TO FINANCIAL STATEMENTS

Note 4. Due from Grantors

A summary of amounts due from grantors as of June 30, 2013 is as follows:

Louisiana State Planning Council on Developmental Disabilities	\$ 13,072
Louisiana Department of Education	8,272
Louisiana Department of Health and Hospitals - Office for Citizens with Developmental Disabilities	1,723
Louisiana Clinical Services, Inc.	7,822
Other	<u>1,948</u>
Total due from grantors	<u>\$ 32,837</u>

Note 5. Contingencies, Risks, and Uncertainties

Approximately 92% of Families Helping Families of Northeast Louisiana, Inc.'s revenues and support are received under federal, state, and local grant agreements. Funding for the various programs is provided on a year-to-year basis, with no requirement that the programs be renewed at all, or if renewed, that funding levels be maintained or increased.

Families Helping Families of Northeast Louisiana, Inc. participates in numerous state and federal grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that Families Helping Families of Northeast Louisiana, Inc. has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectibility of any related receivable as of June 30, 2013 may be impaired. In the opinion of Families Helping Families of Northeast Louisiana, Inc.'s management, there are no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

NOTES TO FINANCIAL STATEMENTS

Note 6. Summary of Grants/Contract Funding

Families Helping Families of Northeast Louisiana, Inc., was primarily funded through the following grants and contracts for the year ended June 30, 2013:

Louisiana State Planning Council on Developmental Disabilities:	
CFMS711778	\$ 41,111
CFMS717613	95,670
CFMS707784	21,682
CFMS707777	610
CFMS717604	1,823
Louisiana Department of Education:	
CFMS712880	76,000
Louisiana Department of Health and Hospitals - Office of Public Health:	
CFMS708255	3,000
Louisiana Clinical Services:	
87101	35,124
84396	58,500
Louisiana Department of Health and Hospitals - Office for Citizens with Developmental Disabilities:	
CFMS712934	26,000
CFMS713715	9,988
Bayou Land Families Helping Families - F2FHIC	4,400
Families Helping Families Crossroads of Louisiana - CSHS Transport	<u>8,307</u>
Total recognized revenue	<u><u>\$ 382,215</u></u>

Note 7. Litigation and Claims

As of June 30, 2013, Families Helping Families of Northeast Louisiana, Inc., was not involved in any litigation nor aware of any unasserted claims.

Note 8. Subsequent Events

Management has evaluated subsequent events through the date that the financial statements were available to be issued, December 16, 2013, and determined that no events occurred that require disclosure. No subsequent events occurring after this date have been evaluated for inclusion in these financial statements.

HILL, INZINA & COMPANY

INDEPENDENT AUDITOR'S 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

Board of Directors
Families Helping Families of Northeast Louisiana, Inc.
Monroe, 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 Families Helping Families of Northeast Louisiana, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2013, and the related statements of activities and cash flows for the year ended, and the related notes to the financial statements, and have issued our report thereon dated December 16, 2013.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Families Helping Families of Northeast Louisiana, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Families Helping Families of Northeast Louisiana, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Families Helping Families of Northeast Louisiana, Inc.'s internal control.

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 combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of Families Helping Families of Northeast Louisiana, Inc.'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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. 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. We did identify a certain deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2013-1, that we consider to be a significant deficiency.

Compliance and Other Matters

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

Responses to Findings

Families Helping Families of Northeast Louisiana, Inc.'s responses to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. The responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

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 Families Helping Families of Northeast Louisiana, Inc.'s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Families Helping Families of Northeast Louisiana, Inc.'s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended solely for the information and use of management of Families Helping Families of Northeast Louisiana, Inc. and funding agencies and is not intended to be and should not be used by anyone other than these specified parties. However, under Louisiana Revised Statute 24:513, this report is distributed by Louisiana Legislative Auditor as a public document.

/s/ Hill, Inzina & Co.

December 16, 2013

FAMILIES HELPING FAMILIES OF NORTHEAST LOUISIANA, INC.
MONROE, LOUISIANA

SCHEDULE OF FINDINGS AND QUESTIONED COSTS WITH
MANAGEMENT'S RESPONSE AND PLANNED CORRECTIVE ACTION
For the Year Ended June 30, 2013

We have audited the financial statements of Families Helping Families of Northeast Louisiana, Inc., as of and for the year ended June 30, 2013, and have issued our report thereon dated December 16, 2013. 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. Our audit of the financial statements as of June 30, 2013 resulted in an unqualified opinion.

Section I - Summary of Auditor's Reports

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*

Internal Control

Significant Deficiencies Yes No

Material Weaknesses Yes No

Compliance

Material to Financial Statements Yes No

Section II - Financial Statement Findings

2013-1 Inadequate Segregation of Duties (initially cited in first audit conducted by our firm as of and for the year ended June 30, 2001)

Criteria: Adequate segregation of duties is essential to a proper internal control structure.

Condition: The segregation of duties is inadequate to provide effective internal control.

Cause: The condition is due to economic limitations.

Effect: Not determined.

Recommendation: No action is recommended.

Management's
response and
planned cor-
rective action:

We concur in the finding, but it is not economically feasible for corrective action to be taken.

Section III - Management Letter

None issued.

FAMILIES HELPING FAMILIES OF NORTHEAST LOUISIANA, INC.
MONROE, LOUISIANA

SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS
For the Year Ended June 30, 2013

Section I - Financial Statement Findings

2012-1 Inadequate Segregation of Duties

Adequate segregation of duties is essential to a proper
internal control.

Unresolved-2013-1.

Section II - Management Letter

None issued.