LEGISLATIVE AUDITOR
2009 DEC 23 AM II: 52

### LOUISIANA GUARDIANSHIP SERVICES, INC.

FINANCIAL REPORT

JUNE 30, 2009 AND 2008

Under provisions of state law, this report is a public document. A copy 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 2/10/10

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## Reginald A. Bresette, III

Limited Liability Company

Reginald A. Bresette, III, CPA

Member American Institute of Certified Public Accountants Society of Louisiana Certified Public Accountants

### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors Louisiana Guardianship Services, Inc.

We have audited the accompanying statements of financial position of the Louisiana Guardianship Services, Inc. (the Company) (a nonprofit organization) as of June 30, 2009 and 2008, and the related statements of activities, functional expenses, and cash flows for the years then ended. These financial statements are the responsibility of the Company'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 Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits 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 provided 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 Louisiana Guardianship Services, Inc. as of June 30, 2009 and 2008, 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 Government Auditing Standards, we have also issued our report dated December 11, 2009, on our consideration of Louisiana Guardianship Services, Inc.'s internal control over financial reporting and our test 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 Government Auditing Standards and should be read in conjunction with this report in considering the results of our audits.

Reginald A. Bresette UI, LLC

Certified Public Accountants

December 11, 2009

### STATEMENTS OF FINANCIAL POSITION

### JUNE 30, 2009 and 2008

### ASSETS

	2009	2008
Current Assets		
Cash in bank	\$ 28,624	
Cash held in escrow for representative payees	143,083	\$ 77,275
Receivables:		
Grants (Note 2)	55,433	109,793
Prepaid rent	1,679	1,57 <u>8</u>
Total Current Assets	228,819	188,646
Assets restricted to investment in property,		
furniture, and equipment (Note 3)		
Cost, less accumulated depreciation	13,792	6,570
Security deposits	1,578	1,578
Total Assets	\$ 244,189	\$ 196,794
<u>LIABILITIES AN</u>	ND NET ASSETS	
Liabilities		
Cash in bank - deficit		\$ 27,941
Accounts payable		14,461
Accrued vested annual leave benefits	\$ 13,156	11,657
Funds held in escrow (Note 5)	143,083	77,275
Bank line of credit (Note 6)	9,074	13,271
Total Liabilities	165,313	144,605
Net Assets		
Unrestricted (deficit)	76,765	50,078
Temporarily restricted by donors (Note 7)	2,111	2,111
Total Net Assets	78,876	52,189
Total Liabilities and Net Assets	\$ 244,189	\$ 196,794

# STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS

	Total	\$ 50,318 254,208 5,777	310,303		5,076	5,076				315,379	278,165	292,114	23,265	28,924	\$ 52,189	
2008	Temporarily Restricted							\$ (12,889)	(12,889)	(12,889)			(12,889)	15,000	\$ 2,111	
``	Unrestricted	\$ 50,318 254,208 5,777	310,303		5,076	5,076		12,889	12,889	328,268	278,165	292,114	36,154	13,924	\$ 50,078	
	Total	\$ 50,318 315,548 150	366,016		708	708				366,724	326,527 13,510	340,037	26,687	52,189	\$ 78,876	t of this statement
2009	Temporarily Restricted													2,111	\$ 2,111	The accompanying notes are an integral part of this statement 3
	Unrestricted	\$ 50,318 315,548 150	366,016		708	708				366,724	326,527 13,510	340,037	26,687	50,078	\$ 76,765	The accompanying n
Support Revenues and Reclassifications	Support	Grant - Federal Government Grant - State of Louisiana Contributions	Total Support	Revenues	Other revenue	Total Revenue	Reclassifications	Net assets released from restrictions Expiration of purpose restrictions	Total Reclassifications	Total Support, Revenues and Reclassifications	Expenses Program services Management and general	Total Expenses	Increase (Decrease) in Net Assets	Beginning of year	End of year	

### STATEMENTS OF CASH FLOWS

	<u>2009</u>	2008
Cash flows from operating activities:		
Cash received from the State of Louisiana	\$ 369,908	\$ 167,545
Cash received from the Federal Government	50,318	50,318
Cash collected from contributors	150	5,777
Other revenue	708	5,076
Salaries	(218,304)	(141,702)
Fringe benefits	(39,169)	(28,971)
Travel .	(23,636)	(24,890)
Office Expense	(4,510)	(4,460)
Accounting and professional	(7,699)	(8,588)
Dues and subscriptions	(750)	(750)
Duplicating and printing	(3,064)	(2,430)
Education and conferences	(7,589)	(9,379)
Insurance	(7,826)	(16,828)
Occupancy	(21,546)	(20,063)
Postage	(1,246)	(902)
Telephone	(10,240)	(9,846)
Administrative cost	(4,386)	(2,429)
Interest expense	(597)	(1,668)
Net cash provided (used) by operating activities	70,522	(44,190)
Cash flows from investing activities:		
Acquisition of fixed assets	(9,760)	(6,016)
Net cash provided (used) by investing activities	(9,760)	(6,016)
Cash flows from financing activities:		
Proceeds from bank line of credit	16,800	45,106
Payments on bank line of credit	(20,997)	(48,586)
Net cash provided (used) by financing activities	(4,197)	(3,480)
Net increase (decrease) in cash	56,565	(53,686)
Cash at beginning of year (deficit)	(27,941)	25,745
Cash at end of year (deficit)	\$ 28,624	\$ (27,941)

### STATEMENTS OF CASH FLOWS (CONTINUED)

	 2009	 2008
Reconciliation of change in net assets to net cash provided (used) by operating activities:		
Change in net assets	\$ 26,687	\$ 23,265
Adjustments to reconcile change in		
net assets to net cash provided (used) by		
operating activities:		
Depreciation	2,538	2,636
(Increase) Decrease in prepaid expenses	(101)	
(Increase) Decrease in receivables	54,360	(86,663)
Increase (Decrease) in accounts payable	(14,461)	14,461
Increase (Decrease) in vested annual leave benefits	 1,499	 2,111
Net cash provided (used) by operating activities	\$ 70,522	 (44,190)
Supplemental data:		
Interest paid	\$ 597	\$ 1,668

LOUISIANA GUARDIANSHIP SERVICES, INC.

# STATEMENTS OF FUNCTIONAL EXPENSES

2008	PROGRAM MANAGEMENT SERVICES & GENERAL	9,314 \$ 8,960	9,379	750	16,828	16,985	2,636	1,668	2,429	20,063	4,460	11,301 685	902	2,430	9,846	24,890
	PROC TOTAL SERV	\$ 158,274 \$ 149,314 8.588 8.588		750	16,828	16,985	2,636	1,668		20,063 2	4,460		905	2,430		24,890 2.
600	MANAGEMENT & GENERAL	\$ 9,635					2,538	597				740				
2009	MANAGEMENT & GENERAL	\$ 9,635					2,538	597				740				
	PROGRAM SERVICES	\$ 195,707	7,589	750	7,826	23,519			4,386	21,445	4,510	14,910	1,246	3,064	10,240	23,636
	TOTAL	\$ 205,342	7,589	750	7,826	23,519	2,538	597	4,386	21,445	4,510	15,650	1,246	3,064	10,240	23,636
			Conferences/training	Oues and Subscriptions	General	Group	Depreciation	interest expense	Miscellaneous	Occupancy (Note 4)	Office supplies	Payroll taxes		Printing and duplication	Telephone	

The accompanying notes are an integral part of this statement

### NOTES TO FINANCIAL STATEMENTS

### FOR THE YEAR ENDED JUNE 30, 2009

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of Louisiana Guardianship Services, Inc. (the Company) are prepared on the accrual basis of accounting and in accordance with the recommend- actions of the American Institute of Certified Public Accountants in its Industry Audit Guide, "Audits of Certain Nonprofit Organizations". Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements, and relates to the timing of the measurements made. The significant accounting policies followed are described below:

### a) Organization:

The Company is a non-profit corporation organized under the laws of the State of Louisiana. It is exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code of 1986, and qualifies As an organization that is not a private foundation as defined in Section 509 (a) of the Code. It is exempt from Louisiana income tax under the authority of R.S.47:121(5).

The Company is a private non-profit corporation organized to: (1) act as curator or continuing tutor for the person, property, or both, of adults in Louisiana in need of full or limited interdiction or continuing tutorship; (2) to act and be recognized as agency under contract with the State of Louisiana and its political subdivisions or any department, office, agency, board or commission of either, to perform curatorship or continuing tutorship services for Louisiana citizens pursuant to Title 9, Section 1031 et, seq. of the Louisiana Revised Statutes, as amended; (3) to advance continuing legal education for judges and attorneys who are involved in interdiction and continuing tutorship proceedings; and (4) to identify the alternative agencies and existing resources within Louisiana which may meet the needs of Louisiana adults who are declined services by the corporation and to provide a system for referring such persons to these alternative agencies and resources.

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

Specific program objectives of DHH-OCDD (Department of Health and Hospitals-Office for Citizens with Development Disabilities) are to protect the rights and interests of mentally incapacitated persons in Louisiana with no one to make decisions on their behalf. The Company will provide the following services:

- 1. To provide a curator, a continuing tutor or services leading to curatorship ("guardianship services") for persons, property or both of adults with developmental disabilities in Louisiana who are in need of full or limited interdiction or continuing tutorship.
- 2. To provide "advocacy services" for persons with developmental disabilities who are in DHH/OCDD custody and have no one else to independently serve in that capacity.
- 3. Both "guardianship services" and "advocacy services" will provide visits to the person at least monthly and make additional contacts as needed based on the person's needs and his Individual Habilitation Plan (IHP)/Plan of Support.
- 4. The guardian will make decisions; The advocate will make recommendations for the person, based on what is in the person's best interest.
- 5. The Company will act as limited or full curator to provide services pending approval of curatorship or provide advocacy services for a minimum of 110 persons who have been approved for services by the OCDD and up to a maximum caseload of 35 persons per guardian/advocate.

Specific program objectives of DHH/OAAS (Department of Health and Hospitals-Office of Aging and Adult Services and Adult Protective Services) are to protect the rights and interests of mentally incapacitated persons in Louisiana with no one to make decisions on their behalf. The company will provide the following services:

1. The Company will act as limited or full curator or provide services pending approval of curatorship or provide guardianship services for persons who have been approved for services by the Office of Aging and Adult Services, Adult Protective Services.

- 2. The Company shall provide money management, curatorship, or continuing tutorship for the persons, property, or both, of adults with disabilities found to be in need of protective services in Louisiana.
- 3. For "guardianship services," the Company will provide visits to the person at least monthly. A staff curator will attend all plan of care meetings on behalf of the client, make all medical and financial decisions (or per court order), and monitor all care provided; provide a monthly report to the Executive Director, and annual report to the court. (Depending on the interdict's financial situation and the court order in regard to handling finances, some of the duties listed below may apply.)
- 4. For "money management" services," client will agree to have Social Security or SSI benefits directly deposited into Company's pooled client account, and agree to have all bills and expenses mailed to contractor. Company will pay all client bills by Money Management Program check and provide the client with a weekly allowance; Company will stay in regular contact with social workers assisting the client and these social workers will bring emergency and extraordinary needs to Company's attention.

Specific program objectives of GOEA (Governor's Office of Elderly Affairs) are to protect the rights and interests of mentally incapacitated persons in Louisiana with no one to make decisions on their behalf. The program will provide the following services:

- 1. To provide guardianship services to victims of elder abuse as identified by reports to the Elderly Protective Services program regardless of client's parish residence. All reports/referrals to Louisiana Guardianship Services, Inc., (LGSI), must have prior approval from the Elderly Protective Services Director.
- 2. To provide consultation to the legal system about guardianship issues and to provide education regarding alternatives to guardianship.
- 3. To provide detailed quarterly reports of services provided under this contract.

Other specific program objectives are to provide guardianship services to elders who have no one willing or able to assume this responsibility, provide consultation to the legal system about guardianship issues, and education regarding alternatives to guardianship. The guardianship services provided include acting as full or limited guardian of an individual's financial medical, and treatment planning needs.

### b) Accounting:

The Company reports gifts of property, furniture, and equipment as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations about how long those long-lived assets must be maintained, the Company reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

### c) Receivables:

Amounts of the government grants awarded and earned but not received at the end of the grant period, which corresponds to the Company's year end, are accrued as grant receivable at June 30, 2009 and 2008.

### d) Property, Furniture, and Equipment:

Property, furniture, and equipment are stated at cost. Depreciation is computed on a straight-line basis over the estimated useful lives of the assets (seven years). One-half year's depreciation is taken in the year of purchase.

### e) Vested Annual Leave Benefits:

Employees are entitled to paid vacations after six months of employment. Vacation time in excess of 160 hours cannot be accrued. Terminated employees will be paid for unused vacation leave if employed in excess of six months.

Vested annual leave benefits are accrued and recorded as a liability when such compensated absences become non-forfeitable. These amounts are not charged as program expenses of Federal government grants or agency contracts, and are treated as non-allowed costs, until they are paid.

Sick leave accrues at eight hours per month, or ninety-six hours per year. There is no maximum accumulated sick leave. Sick leave does not vest with the employee and, therefore, is forfeited upon termination.

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

### f) Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles requires the use of management's estimates.

### g) Functional Allocation of Expenses:

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

### h) Cash and Cash Equivalents:

Cash equivalents consist of highly liquid investments with an initial maturity of three months or less. Fair value approximates carrying amounts.

### i) Other Support and Revenue Recognition:

Cash donations are recorded as earned revenue when received.

### NOTE 2 - GRANTS AND CONTRACTS FOR SERVICES RECEIVABLE

The Company has incurred expenses on contracts open at June 30, 2009 and 2008, in excess of contract fees for services received at that date. A receivable has been recorded on these contracts for the excess expenses.

	<u> 2009</u>	2008
State of Louisiana Office of Disability Affairs	\$ 51,240	\$ 105,600
State of Louisiana Office of Elderly Affairs	<u>4,193</u>	4,193
	<u>\$ 55,433</u>	<u>\$ 109,793</u>

### NOTE 3 - PROPERTY, FURNITURE, AND EQUIPMENT

Property, furniture, and equipment represent acquisitions of tangible personal property by funds provided to the Company by a Federal government grant, a contract for services by an agency funded by the State of Louisiana, or by unrestricted funds of the Company. The Company has the right to use these assets in the programs for which they were acquired.

The U.S. Department of Health and Human Services (DHHS), and the State of Louisiana retain an equitable interest in these capital assets which must be used for the 10specified program for which they were acquired. DHHS and the State of Louisiana retain the right to require transfer of the assets back to the Federal or State governments, but this is normally exercised only if the program for which the assets were acquired would be transferred from one grantee to another.

Property, furniture, and equipment consisted of the following at June 30, 2009 and 2008:

	<u>2009</u>	<u>2008</u>
Equipment, furniture and fixtures	\$ 40,261	\$ 30,500
Leasehold improvements	<u>637</u>	637
-	40,898	31,137
Less: accumulated depreciation	<u>27,106</u>	24,567
Net book value	<u>\$ 13,792</u>	<u>\$ 6,570</u>

Depreciation expense for the year ended June 30, 2009 and 2008 was \$ 2,538 and \$2,636 respectively.

### **NOTE 4 - LEASE COMMITMENTS**

The Company leased office space for their main office in Metairie, Louisiana under a non-cancelable agreement accounted for as an operating lease during the year ended June 30, 2009. The lease expires August 2010. Future minimum lease payments at June 30, 2009 are \$ 21,827.

Rent expense incurred under this lease was \$ 19,946 for the year ended June 30, 2009.

### NOTE 5 - FUNDS HELD IN ESCROW

This balance represents funds held in a separate Louisiana Guardianship Services, Inc., bank account for the client trust accounts. Deposits are made to this account of the client's personal funds (social security, etc.) and disbursements are drawn from this account for the client's living expenses. The funds in the bank account are the property of the client.

### NOTE 6 - BANK LINE OF CREDIT

The Company has a bank line of credit which provides short-term borrowings up to \$20,000. Interest and principle on advances is payable monthly at the prime rate plus 2%. The outstanding balance is \$ 9,074 as of June 30, 2009.

### NOTE 7 – TEMPORARY RESTRICTIONS ON ASSETS

Temporary restricted net assets are restricted by donors for specific purposes or designated for subsequent periods. At June 30, 2009 and 2008 temporarily restricted net assets are available for the following purposes or periods:

	<u>2009</u>	<u>2008</u>
Comm Care Corporation		
(purpose restrictions)	<u>\$2,111</u>	<u>\$2,111</u>

Net assets were released from donor restrictions by incurring expenses satisfying the purpose or time restrictions specified by donors as follows:

	<u>2009</u>	<u>2008</u>
Purpose restrictions expired on:		
Comm Care Corporation	<u>\$ 0</u>	<u>\$12,889</u>

## NOTE 8 - CREDIT RISK CONCENTRATION AND MAJOR FUNDING SOURCES

The Company receives grants and contracts for services from government agencies, which comprises the majority of its revenue.

### **NOTE 9 - LITIGATION AND CLAIMS**

There is no pending litigation against the Company at June 30, 2009. Furthermore, the Company's management believes that any potential lawsuits would be adequately covered by insurance.

### NOTE 10 - BOARD OF DIRECTORS' COMPENSATION

The Board of Directors is a voluntary board; therefore, no compensation has been paid to any member.

### SPECIAL REPORTS OF INDEPENDENT AUDITOR

## Reginald A. Bresette, III

Limited Liability Company

Reginald A. Bresette, III, CPA

Member American Institute of Certified Public Accountants Society of Louisiana 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

To the Board of Directors Louisiana Guardianship Services, Inc.

We have audited the financial statements of Louisiana Guardianship Services, Inc. (the Company) (a non-profit organization) as of and for the year ended June 30, 2009, and have issued our report thereon dated December 11, 2009. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits 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 the Company'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 Company's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Company's internal control over financial reporting.

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 entity'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 entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

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 entity's internal control.

Our consideration of 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 internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Company'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 instances of noncompliance or other matters that are required to be reported under Government Auditing Standards and which are described in the accompanying schedule of findings and responses as items 2009-1 and 2009-2.

The Company's response to the findings identified in our audit are described in the accompanying schedule of findings and responses. We did not audit the Company's response and, accordingly, we express no opinion on it.

This report is intended for solely for the information and use of the Company's board of directors, others within the entity, and the Legislative Audit Advisory Committee and is not intended to be any should not be used by anyone other than these specified parties.

Reginald A. Bresette III, LLC Certified Public Accountants

December 11, 2009

### SCHEDULE OF FINDINGS AND RESPONSES

### For the Year Ended June 30, 2009

We have audited the financial statements of Louisiana Guardianship Services Inc. (the Company) as of and for the year ended June 30, 2009, and have issued our report thereon dated December 11, 2009. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by Comptroller General of the United States. Our audit of the financial statements as of June 30, 2009, resulted in an unqualified opinion.

### Section I Summary of Auditor's Reports

a. Report on Internal Control and Compliance Material to the Financial Statements

Internal Control
Material Weaknesses – None

Significant Deficiencies – Yes

Compliance

Compliance Material to Financial Statements - No

Compliance Immaterial to Financial Statements - Yes

2009-1 Findings: As is common in small organizations, management has chosen to engage the auditor to propose certain year-end adjusting journal entries and to prepare their annual financial statements. This condition is intentional by management based upon the Company's financial complexity, along with the cost effectiveness of acquiring the ability to prepare financial statements in accordance with generally accepted accounting principles. Consistent with this decision, internal controls over the preparation of year-end adjusting entries and annual financial statements, complete with notes, in accordance with generally accepted accounting principles, have not been established. Under generally accepted auditing standards, this condition represents a significant deficiency in internal controls.

Recently issued Statement on Auditing Standards (SAS) 112 requires that we report the above condition as a control deficiency. The SAS does not provide exceptions to reporting deficiencies that are adequately mitigated with nonaudit services rendered by the auditor or deficiencies for which the remedy would be cost prohibitive or otherwise impractical.

### SCHEDULE OF FINDINGS AND RESPONSES (CONTINUED)

### For the Year Ended June 30, 2009

Recommendation: As mentioned above, whether or not it would be cost effective to cure a control deficiency is not a factor in applying SAS 112's reporting requirements. Because prudent management requires that the potential benefit from an internal control must exceed its cost, it may not be practical to correct all the deficiencies an auditor reports under SAS 112. In this case we do not believe that curing the significant deficiency described above would be cost effective or practical and accordingly do not believe any corrective action is necessary.

Management's Response: We concur with the audit finding.

2009-2 Findings: Our examination disclosed there is lack of segregation of duties within the organization. This weakness is due to the fact that the organization has a very small staff. Due to the lack of segregation of duties, possible errors or irregularities could occur in the accounting records and not be detected. Understandably, since the organization has such a small staff, the most ideal system of internal control or the most desirable accounting system may not be practicable. Also the cost of hiring additional employees to handle separate aspects of the accounting function might exceed any benefits gained.

Recommendation: Based upon the cost-benefit of hiring additional accounting personnel, it may not be feasible to achieve complete segregation of duties. We recommend that the organization finance committee and executive director continue to closely monitor all records and transactions.

Management's Response: The Company's executive director and board concur with the recommendation.

### b. Federal Awards

Internal Control

Material Weaknesses - None

Reportable Conditions - None

Compliance

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Compliance Material to Financial statements - No

Compliance Immaterial to Financial statements - No

### **Section II Financial Statement Findings**

There were no financial statement findings during the fiscal year ended June 30, 2009.

### Section III Federal Award Findings and Questioned Costs

None.

### SPECIAL REPORTS OF MANAGEMENT

### SCHEDULE OF PRIOR YEAR FINDINGS

### For the Year Ended June 30, 2009

## SECTION I INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMENTS

Internal Control

Material Weaknesses - None

Responses - None

Compliance

Compliance Material to Financial Statements - No

Compliance Immaterial to Financial Statements - Yes

2008-1 Findings: As is common in small organizations, management has chosen to engage the auditor to propose certain year-end adjusting journal entries and to prepare their annual financial statements. This condition is intentional by management based upon the Company's financial complexity, along with the cost effectiveness of acquiring the ability to prepare financial statements in accordance with generally accepted accounting principles. Consistent with this decision, internal controls over the preparation of year-end adjusting entries and annual financial statements, complete with notes, in accordance with generally accepted accounting principles, have not been established. Under generally accepted auditing standards, this condition represents a significant deficiency in internal controls.

Recently issued Statement on Auditing Standards (SAS) 112 requires that we report the above condition as a control deficiency. The SAS does not provide exceptions to reporting deficiencies that are adequately mitigated with nonaudit services rendered by the auditor or deficiencies for which the remedy would be cost prohibitive or otherwise impractical.

Recommendation: As mentioned above, whether or not it would be cost effective to cure a control deficiency is not a factor in applying SAS 112's reporting requirements. Because prudent management requires that the potential benefit from an internal control must exceed its cost, it may not be practical to correct all the deficiencies an auditor reports under SAS 112. In this case we do not believe that curing the significant deficiency described above would be cost effective or practical and accordingly do not believe any corrective action is necessary.

Management's Response: We concur with the audit finding.

2008-2 Findings: Our examination disclosed there is lack of segregation of duties within the company. This weakness is due to the fact that the company has a very small staff. Due to the lack of segregation of duties, possible errors or irregularities could occur in the accounting records and not be detected. Understandably, since the company has such a small staff, the most ideal system of internal control or the most desirable accounting system may not be practicable. Also the cost of hiring additional employees to handle separate aspects of the accounting function might exceed any benefits gained.

Recommendation: Based upon the cost-benefit of hiring additional accounting personnel, it may not be feasible to achieve complete segregation of duties. We recommend that the organizations's finance committee and executive director continue to closely monitor all records and transactions.

Managements Response: The company's executive director and board concur with the recommendation.

# SECTION II INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

In regards to federal awards, Louisiana Guardianship Services, Inc. had no material weaknesses or reportable conditions in internal control. Also, there were no compliance issues material to the federal awards.

### SECTION III MANAGEMENT LETTER

There was no management letter issued for the audit year ended June 30, 2008.

### MANAGEMENT CORRECTIVE ACTION PLAN

### For the Year Ended June 30, 2009

# SECTION I INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMENTS

Louisiana Guardianship Services, Inc. had no material weaknesses or reportable conditions in internal control. Also, there were no compliance issues material to the financial statements.

# SECTION II INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

In regards to federal awards, Louisiana Guardianship Services, Inc. had no material weaknesses or reportable conditions in internal control. Also, there were no compliance issues material to the federal awards.

### SECTION III MANAGEMENT LETTER

There was no management letter issued for the audit year ended June 30, 2008.