

WEST CARROLL COUNCIL ON AGING, INC.

OAK GROVE, LOUISIANA

FINANCIAL STATEMENTS

AND ADDITIONAL INFORMATION

FOR THE YEAR ENDED

JUNE 30, 2013

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 FEB 12 2014

WEST CARROLL COUNCIL ON AGING, INC.
 FINANCIAL STATEMENTS
 JUNE 30, 2013

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"The CPA. Never Underestimate The Value."

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INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors of
West Carroll Council on Aging, Inc.
Oak Grove, Louisiana

We have reviewed the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of West Carroll Council on Aging, Inc., Oak Grove, Louisiana, (the Council) as of and for the year ended June 30, 2013, which collectively comprise the Council's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the Council's management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

The Council's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with the Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe the results of our procedures provide a reasonable basis for our report.

Based on our review, we are not aware of any material modifications that should be made to the accompanying basic financial statements in order for them to be in conformity with the accounting principles generally accepted in the United States of America.

Management's discussion and analysis on pages 3 to 15 and the budgetary comparison information on pages 56 to 62 are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. In addition, the accompanying Combining Schedule of Revenues, Expenditures and Changes in Fund Balance—Nonmajor Governmental Funds and the Comparative Schedule of Capital Assets and Changes in Capital Assets are presented as supplementary information required by the Governor's Office of Elderly Affairs and are also not a required part of the basic financial statements. Such information has not been subjected to the inquiry and analytical procedures we applied in the review of the basic financial statements, but was compiled from information that is the representation of management, without audit or review. Accordingly, we do not express an opinion or any other form of assurance on the supplementary information.

As discussed in Note #21 in the Notes to the Financial Statements, the financial statements previously issued with our report date of October 21, 2013, did not contain the terminology required by Governmental Accounting Standards Board Statement Number 63. The accompanying financial statements have been revised to use the correct terminology. Our opinion is not modified with respect to this matter.

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, we have issued a report dated October 21, 2013, on the results of our agreed-upon procedures.

Johnston, Perry, Johnson & Associates, L.L.P.

JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.

CERTIFIED PUBLIC ACCOUNTANTS

October 21, 2013 Except for Note #21, which is dated January 28, 2014

**West Carroll Council on Aging
P.O. Box 1058
207 East Jefferson
Oak Grove, Louisiana 71263
(318)428-4217**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.**

The following discussion and analysis of the West Carroll Council on Aging, Inc.'s (the Council) financial performance provides an overview of the Council's financial performance and activities for the year ended June 30, 2013. This document focuses on the current year's activities, resulting changes, and currently known facts. This document should be read in conjunction with basic financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- The Council showed a decrease in overall net position of \$39,338, or about 54.52% this year.
- Net capital assets of the Council decreased by \$16,714, or about 25.57%.
- The Council's fund revenues decreased by \$35,200, or about 11.01%.
- Fund expenditures decreased by \$42,803, or about 12.36%.
- The unassigned fund balance for the Council's General Fund was \$8,101 at year-end, which is a \$22,254, or 73.31% decrease from the prior year.
- No deficit fund balances existed at year-end.
- The Council's major liabilities consisted of current liabilities due to vendors of \$1,110
- The Council did not have any long-term liabilities.
- Administrative expenses decreased this year by \$1,984, which is a 1.29% decrease from last year.

HOW TO USE THIS ANNUAL REPORT

The Council's annual financial report consists of five main parts:

- (1) Management's discussion and analysis (this section)
- (2) The basic financial statements (government-wide and fund)
- (3) Supplementary information required by GASB 34
- (4) Supplementary information required by GOEA, and
- (5) Independent Accountant's review and attestation reports.

Government-wide financial statements are comprised of the Statement of Net Position and the Statement of Activities. These financial statements provide information about the activities of the Council as a whole and present a long-term view of the Council's finances. In contrast, fund financial statements, for governmental activities, tell how services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

Council's operations in more detail than the government-wide financial statements by providing information about the Council's most significant funds.

The accountants have stated in their independent accountants' review report, located immediately before this Management's Discussion and Analysis (MD&A), that they are not aware of any material modifications that should be made to the accompanying basic financial statements in order for them to be in conformity with the accounting principles generally accepted in the United States of America. The accountants have also stated in their review report that the supplementary schedules required by the Governmental Accounting Standards Board (GASB) and the Governor's Office of Elderly Affairs (GOEA), which follow later in this reporting package, have not been subjected to the inquiry and analytical procedures they applied in the review of the basic financial statements, but were compiled from information that was the representation of management, without audit or review. Accordingly, they do not express an opinion or any other form of assurance on the supplementary information.

In addition, the independent accountants have performed certain agreed-upon procedures enumerated by the Louisiana Legislative Auditor and the results of those procedures have been set forth in the accountants' report later in this reporting package. A special questionnaire has been completed by the Council's management and given to the accountants for their use in performing the agreed-upon procedures. A copy of that questionnaire follows the accountants' report.

A user of this document should read both of the accountants' reports carefully to ascertain the level of assurance being provided for the information contained within this reporting package.

BASIC FINANCIAL STATEMENTS

The basic financial statements consist of the government-wide financial statements, fund financial statements, and the notes to the financial statements.

Government-Wide Financial Statements

Management's analysis of the Council as a whole begins on page 1. An important point to consider is whether or not the Council's finances, as a whole, are better or worse off as a result of this year's activities. The Statement of Net Position and the Statement of Activities (referred to collectively as the government-wide financial statements) reports information about the Council as a whole and about its activities in a way that helps when considering this point. These statements include all assets and liabilities using the accrual basis of accounting, which is similar

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

to the accounting method used by most private-sector companies. All current year revenues and expenses are taken into account regardless of when cash is received or paid.

The government-wide financial statements report the Council's net position and changes in them. The Council has restricted net position of \$654, which must be used for specific purposes, whereas (\$16,485) of its net position is unrestricted, meaning that they can be used for any program at management's discretion. The Statement of Net Position is designed to present the financial position of the council as of year-end. Over time, increases or decreases in the Council's net position is one indicator of whether its financial position is improving or deteriorating. However, to assess the overall financial position of the Council, the reader must consider other non-financial factors, such as the condition of the Council's capital assets and facilities, the addition or termination of grants and other revenue sources, and the expansion or contraction of programs and services.

The Statement of Activities provides information that shows how the Council's net position changed as a result of this year's activities. All changes in net position are reported as soon as the underlying event giving rise to the change occurs regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will affect cash flows in future periods. All of the Council's significant activities are reported in the Statement of Activities, including an Administration function and a Health, Welfare, and Social Services function. The Health, Welfare, and Social Services function is comprised of various programs that include supportive social services, nutritional services, disease prevention and health promotion, family caregiver support, and Medicare outreach and enrollment. Subprogram activities are also presented, in some cases, to help the reader analyze the Council's operations in more detail. All activities of the Council are considered to be governmental activities. A governmental activity is usually one where the Council uses money it receives from governmental grants and contracts, along with donations from the general public, to provide services at no charge to the general public, or a segment of the general public, such as the elderly. In other words, the people benefiting from the service are not required to pay for what they receive. If the Council charged fees with the intention of making a profit or recovering the full cost of providing the service, that activity would be classified as a business-type activity. The Council does sell meals to the public who are ineligible because of age.

Fund Financial Statements

The fund financial statements provide detailed information about the most significant funds, not the Council as a whole entity. In the fund financial statements, the reader will see a General Fund and three Special Revenue Funds that have been determined to be "Major Funds", and a column for the total of all remaining Special Revenue Funds, which are considered to be "non-major Funds." The General Fund is used to account for all financial resources except those that are required to be accounted for in another fund.

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

The Special Revenue Funds account for the proceeds of specific revenue sources that are restricted or committed to expend specified purposes other than debt service or capital projects. By using separate funds to track revenues and expenditures, management can control funds for particular purposes or show that the fund is meeting legal responsibilities for using certain grants and other revenues.

The General Fund and Special Revenue Funds are considered governmental funds. Governmental funds focus on how money flows into and out of funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called the *modified* accrual accounting, which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the Council's general government operations and the basic services it provides. Governmental fund information helps the reader to determine whether there are more or fewer financial resources that can be spent in the near future for Council programs. The difference between net assets of governmental activities and fund balances of the governmental funds is reconciled at the bottom of the Balance Sheet for governmental funds. In addition, the difference between the change in fund balances for the governmental funds and the change in net position for the governmental activities has been reconciled on a separate page that follows the Statement of Revenues, Expenditures, and Changes in Fund Balances for the Governmental Funds. These two reconciliations will facilitate the comparison between governmental activities and funds.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements follow the fund financial statements and should be read before making assumptions or drawing conclusions about the Council's financial condition.

**SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GASB
STATEMENT 34**

The Governmental Accounting Standards Board (GASB) Statement 34 requires budgetary comparison schedules for the General Fund and each major Special Revenue Fund that has an adopted annual budget. The schedules compare the original and final budgets to actual budget results for the Council's fiscal year. Positive and negative variances between the final budget and actual amounts are also presented.

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

Major funds are those funds whose revenues, expenditures, assets, or liabilities are at least 10% of corresponding totals for all governmental funds. In addition, a major fund could be a fund that does not meet these criteria but which is believed to be important to present to the Council's financial statement users. Management did not subjectively elevate any non-major fund to major fund status for purposes of financial statement presentation this year.

Management's Discussion and Analysis (MD&A) is also required supplementary information (RSI) by GASB Statement 34. However, GASB Statement 34 requires the MD&A be presented as the first item in this reporting package and not with the other RSI, which is included later in this reporting package.

OTHER SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GOEA

The Governor's Office of Elderly Affairs (GOEA) has required the Council to present as schedules the information. This information will be used by GOEA to verify the accuracy of the information submitted by the Council during the year to help GOEA monitor certain compliance requirements set forth in the grants that it has with the Council.

AN ANALYSIS OF THE COUNCIL AS A WHOLE USING GOVERNMENT-WIDE FINANCIAL STATEMENTS

The following table reflects condensed information on the Council's assets, liabilities, and net position for fiscal years 2013 and 2012:

	<u>2013</u>	<u>2012</u>	<u>Increase (Decrease)</u>
Current and Other Assets:			
Current Assets	\$24,353	\$ 38,003	(13,650)
Capital Assets, net of depreciation	<u>48,643</u>	<u>65,357</u>	<u>(16,714)</u>
Total Assets	<u>72,996</u>	<u>103,360</u>	<u>(30,364)</u>
Current Liabilities	<u>8,284</u>	<u>2,966</u>	<u>5,318</u>
Total Liabilities	<u>40,184</u>	<u>31,210</u>	<u>8,974</u>
Net Position:			
Net Investment in Capital Assets	48,643	65,357	(16,714)
Restricted	654	876	(222)
Unrestricted	<u>(16,485)</u>	<u>5,917</u>	<u>(22,402)</u>
Total Net Position	<u>32,812</u>	<u>\$72,150</u>	<u>(39,338)</u>

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

As of June 30, 2013 and 2012, the Council "as a whole" had assets greater than its liabilities of \$31,812 and \$72,150, respectively. About (50)% and 8% of the Council's total net position is unrestricted as of June 30, 2013 and 2012, respectively. Unrestricted net position is important because it represents resources that management has available to adapt to changes in the economy, emergencies, unexpected needs, and reduction in or termination of grant revenues by government agencies.

The Council's restricted net position represents about 2.0% and 1.21% of the Council's total net position as of June 30, 2013 and 2012, respectively. Net position is reported as restricted when the constraints placed upon the assets' use are either (a) externally imposed by a grantor, contributor, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

The net position that has been invested in capital assets is presented net of any related outstanding debt incurred to acquire them. For 2013 and 2012, there is no debt that has to be subtracted from the capital asset amount. The Council's policy is to acquire capital assets by paying cash and avoiding debt. This policy helps assure management will stay within its financial means so that future revenues will be spent for client services instead of debt service.

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

The following table illustrates the revenues and expenses that produced the change in net assets for fiscal years 2013 and 2012.

<u>Revenues</u>	<u>2013</u>	<u>% of Total</u>	<u>2012</u>	<u>% of Total</u>
Program Revenues:				
Operating Grants and Contributions	\$230,355	82.24%	\$ 235,103	73.29%
Charges for Services	8,778	3.13%	8,705	2.71%
General Revenues:				
General Unrestricted				
Grants and Contributions	40,518	14.46%	74,191	23.13%
Miscellaneous	<u>465</u>	<u>.17%</u>	<u>2,814</u>	<u>.87%</u>
Total Revenues	<u>\$280,116</u>	<u>100.00%</u>	<u>\$320,813</u>	<u>100.00%</u>
<u>Direct Program Expenses of the Health, Welfare, and Social Services Function:</u>				
Supportive Services:				
Priority Services:				
Transportation	26,866	8.41%	22,783	6.93 %
Other supportive services	23,870	7.47%	22,940	6.98%
Nutrition Services:				
Congregate Meals	60,503	18.94%	66,952	20.36 %
Home-delivered Meals	32,208	10.08%	35,043	10.66%
Other Health, Welfare & Social Services	23,662	7.41%	26,818	8.15%
Direct Administrative Expenses	<u>152,345</u>	<u>47.69%</u>	<u>154,329</u>	<u>46.92%</u>
Total Expenses	<u>319,454</u>	<u>100.00%</u>	<u>328,865</u>	<u>100.00%</u>
Increase (Decrease) in Net Position	(39,338)		(8,052)	
Net position, beginning of year	<u>72,150</u>		<u>80,202</u>	
Net position, end of year	<u>\$32,812</u>		<u>\$ 72,150</u>	

For fiscal year 2013, the Council's total revenues decreased \$40,697, or 12.69% from fiscal year 2012, whereas total expenses for 2013 decreased by \$9,411 or 2.86% from 2012. These decreases are due to natural fluctuations in the economy.

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

AN ANALYSIS OF GOVERNMENTAL ACTIVITIES

When reviewing the government-wide Statement of Activities, there are relationships that are important to the understanding of the Council's operations. As you can see, the Council's largest activities are transportation and nutrition services. The Council's main focus is to meet the needs of the elderly citizens of West Carroll Parish and to provide transportation for parish residents. There is a high demand for these services; therefore, resources are channeled to meet the demand.

Another indication of how money is used efficiently or inefficiently can be analyzed by comparing the amount of administration costs from year to year as well as calculating the percentage administration expenses bears in relation to total expenses. For 2013, total administration expenses were \$152,345 or 47.7% of total expenses, whereas these same expenses were \$154,329 or 46.9% of total expenses in 2012.

Note that most of the governmental activities have more expenses than revenues. This is expected and budgets are prepared accordingly. Traditionally, general revenues are used to cover the excess of expenses over revenues in these activities.

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

**AN ANALYSIS OF THE COUNCIL'S FUNDS USING GOVERNMENTAL FUND
FINANCIAL STATEMENTS**

Fund Balances

The Council showed a combined governmental fund balance of \$16,069 (as shown on the Fund Financial Statement's Balance Sheet) at the end of this year, which is a decrease of \$18,968 from the prior year. The General Fund decreased by \$23,252 this year, and the combined fund balances of the Special Revenue Funds decreased by \$4,284.

The Council has implemented the provisions of Governmental Accounting Standards Board Statement 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.

Revenues

The combined fund revenues decreased \$35,200 this year versus last year, as shown in the table below.

	<u>2013</u>	<u>2012</u>	<u>Increase/ (Decrease)</u>	
			<u>Amount</u>	<u>Percent</u>
Intergovernmental	224,584	226,237	(1,653)	00.73%
Public Support	10,442	12,281	(1,839)	14.97%
Miscellaneous Income	<u>49,596</u>	<u>81,304</u>	<u>(31,708)</u>	<u>39.00%</u>
Total Revenues	<u>\$284,622</u>	<u>\$ 319,822</u>	<u>\$ (35,200)</u>	<u>11.00%</u>

Most of the Council's activities were funded by federal, state, and local grants. These grants, which comprise the Council's intergovernmental revenues, amounted to approximately 78.9 % and 70.7% of the Council's total revenues in 2013 and 2012, respectively. Most of these grants are restricted, which means the money can only be used in certain programs.

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

The Council also receives public support in the form of restricted and unrestricted donations from its clients and the general public. Public support allows the Council to maintain and expand services. Public support revenues represented 3.7% and 3.8% of the Council's total revenues for fiscal years 2013 and 2012, respectively. Public support comes from donations from the general public and client contributions.

Expenditures

Total expenditures decreased by \$42,803 this year, as shown in the table below.

	<u>2013</u>	<u>2012</u>	<u>Increase/ (Decrease)</u>	
			<u>Amount</u>	<u>Percent</u>
Personnel	\$143,604	\$ 152,410	\$ (8,806)	- 5.78%
Fringe	11,890	12,720	(830)	- 6.53%
Travel	2,899	2,707	192	7.10%
Operating Services	66,325	66,697	(372)	-.56 %
Operating Supplies	62,885	68,412	(5,527)	-8.08%
Other Costs	15,110	10,785	4,325	40.10%
Capital Outlay	0	32,662	(32,662)	- 100.00%
Reimbursements to OEA	877	0	877	100.00%
	<u>303,590</u>	<u>\$ 346,393</u>	<u>\$ (42,803)</u>	<u>-12.36%</u>

These differences are due to normal fluctuations in the economy and capital outlays, and are not considered by management to be material.

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

Capital outlay expenditure in 2012 represents the cost to purchase a new wheelchair-accessible van needed for the Council's operations. There was no capital outlay expenditure in 2013.

AN ANALYSIS OF THE GENERAL FUND BUDGET

During the fiscal year the Council did amend its budget. Should an amendment be necessary, the primary reasons for taking this action would be to account for unanticipated, significant changes in both revenues and expenditures and to prevent compliance violations under the Council's grants from GOEA.

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

AN ANALYSIS OF CAPITAL ASSET AND DEBT ADMINISTRATION

At the end of the year, the Council had \$48,643 in net investment capital assets. This amount is a net decrease over last year of \$16,714 which is made up of deletions of \$2,095 and the current year depreciation expense of \$(16,714).

Capital Assets, Net of Depreciation

	<u>June 30, 2013</u>	<u>June 30, 2012</u>	Increase (Decrease)
Vehicles	\$ 32,188	\$ 39,873	\$(7,685)
Building and Land	2,263	4,006	(1,743)
Equipment	<u>14,192</u>	<u>21,478</u>	<u>(7,286)</u>
	<u>48,643</u>	<u>\$ 65,357</u>	<u>\$(16,714)</u>

The Council had four vans titled in its name at the end of the fiscal year, which are included in capital assets. The Council did not have any long-term debt related to its capital assets and does not like to incur any debt as a matter of financial stewardship.

More detailed information can be found about the Council's capital assets in Note 6 to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

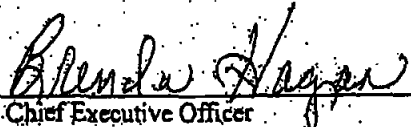
The Council receives most of its funding from federal and state agencies. Because of this, the source of income for the Council is rather steady. However, some of the Council's contracts are with DHH and contingent upon the level of service provided. The amount of services we provide on these contracts is not dictated by us, but by DHH. All the Council's grants and contracts from the usual federal and state agencies have been approved for FY 2014. There have been no significant changes to the funding levels or terms of the grants and contracts. For the fiscal year 2013, the DHH contract revenues were nonexistent.

MANAGEMENT'S DISCUSSION AND ANALYSIS
West Carroll Council on Aging, Inc.
(Continued)

For FY 2014, the Council has budgeted revenues and expenditures of \$284,177. The FY 2014 budget has been approved by the Governor's Office of Elderly Affairs.

CONTACTING THE COUNCIL'S MANAGEMENT

Our financial report is designed to provide government agencies and the general public an overview of the Council's finances and to demonstrate accountability for the money that it receives. If you have any questions about this report or wish to ask for more information, you should contact Brenda Hagan, Executive Director at P.O. Box 1058; 207 East Jefferson, Oak Grove, Louisiana 71263 or by phone at (318)428-4217.


Chief Executive Officer

GOVERNMENT-WIDE FINANCIAL STATEMENTS

JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
GOVERNMENT-WIDE STATEMENT OF NET POSITION
JUNE 30, 2013

<u>ASSETS</u>	<u>Governmental Activities</u>
Cash	22,370
Accounts Receivable	784
Prepaid Expenditures	1,199
Capital Assets, Net of Accumulated Depreciation	<u>48,643</u>
<u>TOTAL ASSETS</u>	<u>72,996</u>
 <u>LIABILITIES AND NET POSITION</u> 	
<u>CURRENT LIABILITIES</u>	
Accounts Payable	1,110
Accrued Payroll Taxes	1,059
Deferred Revenue	<u>6,115</u>
<u>TOTAL CURRENT LIABILITIES</u>	<u>8,284</u>
<u>DEBT LIABILITIES</u>	
Accrued Compensated Absences - Current	<u>31,900</u>
<u>TOTAL DEBT LIABILITIES</u>	<u>31,900</u>
<u>TOTAL LIABILITIES</u>	<u>40,184</u>
<u>NET POSITION</u>	
Net Investment in Capital Assets	48,643
Restricted for Utility Assistance and EFSP Funds	654
Unrestricted (Deficit)	<u>(16,485)</u>
<u>TOTAL NET POSITION</u>	<u>32,812</u>
<u>TOTAL LIABILITIES AND NET POSITION</u>	<u>72,996</u>

See accompanying notes and independent accountants' review report.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
GOVERNMENT-WIDE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2013

<u>Functions/Programs</u>	<u>Direct Expenses</u>	<u>Indirect Expenses</u>	<u>Charges For Service</u>
Governmental Activities			
Health, Welfare & Social Services:			
IIIB Supportive Services:			
Utility Assistance	3,357	2,930	-
Recreation	1,753	1,530	-
Visiting	162	141	-
Homemaker	7,941	6,932	-
Information & Assistance	4,378	3,821	-
Legal Assistance	1,400	-	-
Outreach	4,199	3,665	-
Wellness	680	594	-
Transportation	26,866	19,199	-
Nutrition Services:			
C-1 Congregate Meals	60,503	37,204	8,778
C-2 Home Delivered Meals	32,208	19,643	-
Utility Assistance	8,540	-	-
National Family Caregiver Support:			
Respite	4,757	-	-
Other	5,548	2,036	-
Disease Prevention & Health	1,944	1,146	-
Senior Center	2,873	-	-
Administration	152,345	(98,841)	-
<u>Totals</u>	<u>319,454</u>	<u>-0-</u>	<u>8,778</u>

See accompanying notes and independent accountants' review report.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
GOVERNMENT-WIDE STATEMENT OF ACTIVITIES (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2013

<u>Functions/Programs</u>	<u>Operating Grants & Contributions</u>	<u>Capital Grants & Contributions</u>	<u>Total Governmental Activities</u>
Governmental Activities			
Health, Welfare & Social Services:			
IIIB Supportive Services:			
Utility Assistance	3,451	-	(2,836)
Recreation	1,802	-	(1,481)
Visiting	166	-	(137)
Homemaker	8,164	-	(6,709)
Information & Assistance	4,501	-	(3,698)
Legal Assistance	768	-	(632)
Outreach	4,317	-	(3,547)
Wellness	700	-	(574)
Transportation	26,204	-	(19,861)
Nutrition Services:			
C-1 Congregate Meals	73,399	-	(15,530)
C-2 Home Delivered Meals	44,881	-	(6,970)
Utility Assistance	8,318	-	(222)
National Family Caregiver Support:			
Respite	-	-	(4,757)
Other	12,175	-	4,591
Disease Prevention & Health	2,925	-	(165)
Senior Center	25,000	-	22,127
Administration	<u>13,584</u>	-	<u>(39,920)</u>
<u>Totals</u>	<u>230,355</u>	<u>-0-</u>	<u>(80,321)</u>
General Revenues:			
Grants/Contributions Not Restricted			40,518
Miscellaneous			<u>465</u>
Total General Revenues & Special Items			<u>40,983</u>
(Decrease) in Net Position			(39,338)
Net Position - Beginning of Year			<u>72,150</u>
Net Position - End of Year			<u>32,812</u>

See accompanying notes and independent accountants' review report.

FUND FINANCIAL STATEMENTS

JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
FUND BALANCE SHEET - GOVERNMENTAL FUNDS
JUNE 30, 2013

	General <u>Fund</u>	Title <u>III B</u>	Title <u>III C-1</u>	Title <u>III C-2</u>	Non- Major <u>Funds</u>	<u>Total</u>
<u>Assets</u>						
Cash	15,601	-	6,115	-	654	22,370
Accounts Receivable	784	-	-	-	-	784
Prepaid Expenditures	<u>1,199</u>	-	-	-	-	<u>1,199</u>
Total Assets	<u>17,584</u>	<u>-0-</u>	<u>6,115</u>	<u>-0-</u>	<u>654</u>	<u>24,353</u>
 <u>Liabilities and Fund Balance</u>						
<u>Liabilities</u>						
Accounts Payable	1,110	-	-	-	-	1,110
Accrued Payroll Taxes	1,059	-	-	-	-	1,059
Deferred Revenue	<u>6,115</u>	-	-	-	-	<u>6,115</u>
Total Liabilities	<u>8,284</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>8,284</u>
 <u>Fund Balance</u>						
Nonspendable: Prepaid Expenditures	1,199	-	-	-	-	1,199
Restricted For: Utility Assistance & EFSP Funds	-	-	-	-	654	654
Assigned	-	-	6,115	-	-	6,115
Unassigned	<u>8,101</u>	-	-	-	-	<u>8,101</u>
Total Fund Balance (Deficit)	<u>9,300</u>	<u>-0-</u>	<u>6,115</u>	<u>-0-</u>	<u>654</u>	16,069
Total Liabilities and Fund Balances	<u>17,584</u>	<u>-0-</u>	<u>6,115</u>	<u>-0-</u>	<u>654</u>	

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

48,643

Debt liabilities, including compensated absences payable, are not due and payable in the current period and therefore are not reported in the funds.

(31,900)

Net Position of Government-Wide Activities

32,812

See accompanying notes and independent accountants' review report.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
- GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2013

	<u>General Fund</u>	<u>Title III B</u>	<u>Title III C-1</u>	<u>Title III C-2</u>
<u>Revenues</u>				
Intergovernmental				
Governor's Office of Elderly Affairs	65,722	36,716	56,267	38,128
Public Support				
Louisiana Association of Councils				
On Aging	-	-	-	-
United Way	-	-	-	-
Client Contributions	-	-	2,124	-
<u>Miscellaneous</u>				
Program Income	-	-	19,514	6,753
Contract Meal	8,778	-	-	-
Title XIX	11,037	-	-	-
Contributions	3,514	-	-	-
Fund Raiser	-	-	-	-
Rent Income	-	-	-	-
<u>Total Revenues</u>	<u>89,051</u>	<u>36,716</u>	<u>77,905</u>	<u>44,881</u>
<u>Expenditures</u>				
Salaries	23,058	43,967	43,128	23,273
Fringe	1,878	3,664	3,566	1,932
Travel	122	2,334	202	106
Operating Services	16,452	13,591	12,777	10,071
Operating Supplies	3,450	3,141	37,650	16,318
Other Costs	4,550	190	384	151
Capital Outlay	-	-	-	-
Reimbursements to OEA	877	-	-	-
<u>Total Expenditures</u>	<u>50,387</u>	<u>66,887</u>	<u>97,707</u>	<u>51,851</u>
Excess (Deficiency) of Revenues Over Expenditures	38,664	(30,171)	(19,802)	(6,970)
<u>Other Financial Sources (Uses)</u>				
Operating Transfers In	-	30,171	24,308	6,970
Operating Transfers Out	(61,916)	-	-	-
Funds Reprogrammed - Prior Year	-	-	-	-
Net Increase (Decrease) in Fund Balance	(23,252)	-0-	4,506	-0-
<u>Fund Balances (Deficits)</u>				
Beginning of Year	<u>32,552</u>	<u>-0-</u>	<u>1,609</u>	<u>-0-</u>
End of Year	<u>9,300</u>	<u>-0-</u>	<u>6,115</u>	<u>-0-</u>

See accompanying notes and independent accountants' review report.

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JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
- GOVERNMENTAL FUNDS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2013

	<u>Non-Major Funds</u>	<u>Total</u>
<u>Revenues</u>		
Intergovernmental		
Governor's Office of Elderly Affairs	27,751	224,584
Public Support		
Louisiana Association of Councils on Aging	1,964	1,964
United Way	6,354	6,354
Client Contributions	-	2,124
<u>Miscellaneous</u>		
Program Income	-	26,267
Contract Meal	-	8,778
Title XIX	-	11,037
Contributions	-	3,514
Fund Raiser	-	-0-
Rent Income	-	-0-
<u>Total Revenues</u>	<u>36,069</u>	<u>284,622</u>
<u>Expenditures</u>		
Salaries	10,178	143,604
Fringe	850	11,890
Travel	135	2,899
Operating Services	13,434	66,325
Operating Supplies	2,326	62,885
Other Costs	9,835	15,110
Capital Outlay	-	-0-
Reimbursements to OEA	-	877
<u>Total Expenditures</u>	<u>36,758</u>	<u>303,590</u>
Excess (Deficiency) of Revenues Over Expenditures	(689)	(18,968)
<u>Other Financial Sources (Uses)</u>		
Operating Transfers In	467	61,916
Operating Transfers Out	-	(61,916)
Funds Reprogrammed - Prior Year	-	-0-
Net Increase (Decrease) in Fund Balance	(222)	(18,968)
<u>Fund Balances (Deficits)</u>		
Beginning of Year	<u>876</u>	<u>35,037</u>
End of Year	<u>654</u>	<u>16,069</u>

See accompanying notes and independent accountants' review report.

WEST CARROLL COUNCIL ON AGING, INC.
 OAK GROVE, LOUISIANA
 RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
 IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE GOVERNMENT-WIDE
 STATEMENT OF ACTIVITIES
 YEAR ENDED JUNE 30, 2013

Net increase (decrease) in fund balances - total governmental funds	(18,968)
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation expense (\$16,714) exceeds capital outlays (\$-0-) in the current period.	(16,714)
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.	
Compensated absences - Increase	(3,656)
Increase (decrease) of net position of governmental activities	<u>(39,338)</u>

See accompanying notes and independent accountants' review report.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

The accounting and reporting policies of West Carroll Council on Aging, Inc. (the Council) conform to the accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental and financial reporting principles. Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements. The following is a summary of certain significant accounting policies used by the Council:

a. Purpose of the Council on Aging

The purpose of the Council is to collect facts and statistics and make special studies of conditions pertaining to the employment, financial status, recreation, social adjustment, mental and physical health or other conditions affecting the welfare of the aging people in West Carroll Parish; to keep abreast of the latest developments in these fields of activity throughout Louisiana and the United States; to interpret its findings to the citizens of the parish and state; to provide for the mutual exchange of ideas and information on the parish and state level; to conduct public meetings; to make recommendations for needed improvements and additional resources; to promote the welfare of aging people; to coordinate and monitor services with other local agencies serving the aging people of the parish; to assist and cooperate with the Governor's Office of Elderly Affairs (GOEA); and other departments of state and local government serving the elderly; and to make recommendations relevant to the planning and delivery of services to the elderly of the parish.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

a. Purpose of the Council on Aging (Continued)

The primary services provided by the Council to the elderly residents of West Carroll Parish include congregate and home-delivered meals, nutritional education, information and assistance, outreach, utility assistance, homemakers, recreation, legal assistance, disease prevention, family caregiver support, and transportation.

b. Reporting Entity

In 1964, the State of Louisiana passed Act 456 authorizing the charter of a voluntary council on aging for the welfare of the aging people in each parish of Louisiana. In 1979, the Louisiana Legislature created the Governor's Office of Elderly Affairs (GOEA) (La. R.S. 46:931) with the specific intention that GOEA administer and coordinate social services and programs for the elderly population of Louisiana through sixty-four parish voluntary councils on aging.

Before a council on aging can begin operations in a specific parish, its application for a charter must receive approval from GOEA pursuant to Louisiana Revised Statute (La. R.S.) 46:1602. Each council on aging in Louisiana must comply with the state laws that apply to quasi-public agencies, as well as the policies and regulations established by GOEA.

West Carroll Council on Aging, Inc. (the Council) is a legally separate, non-profit, quasi-public corporation. The Council received its charter from the Governor of the State of Louisiana on March 15, 1965 and began operations on May 19, 1969, the date in which it filed its articles of incorporation with the Secretary of State's office.

A board of directors, consisting of 11 voluntary members, who serve three-year terms, governs the Council. The board of directors is comprised of, but not

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

b. Reporting Entity (Continued)

limited to, representatives of the Parish's elderly population, general public, private businesses, and elected public officials.

Board members are elected by the general membership of the Council. Membership in the Council is open at all times, without restriction, to all residents of West Carroll Parish who have reached the age of majority and who express an interest in the Council and wish to contribute to or share in its programs. Membership fees are not charged.

Based on the criteria set forth in GASB Statement 14, *The Financial Reporting Entity*, the Council is not a component unit of another primary government, nor does it have any component units that are related to it. In addition, based on the criteria set forth in this statement, the Council has presented its financial statements as a special-purpose, stand-alone government; accordingly, it is applying the provisions of Statement 14 as if it were a primary government.

c. Basis of Presentation of the Basic Financial Statements

The Council's basic financial statements consist of "government-wide" financial statements on all activities of the Council, which are designed to report the Council as a whole entity, and "fund" financial statements, which purpose are to report individual major governmental funds and combined nonmajor governmental funds.

Both the government-wide and fund financial statements categorize primary activities as either "governmental" or "business" type. The Council's functions and programs have all been categorized as "governmental" activities.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

c. Basis of Presentation of the Basic Financial Statements
(Continued)

The Council does not have any business-type activities, fiduciary funds, or any component units that are fiduciary in nature. Accordingly, the government-wide financial statements do not include any of these activities or funds.

Government-Wide Financial Statements:

The government-wide financial statements include the Statement of Net Position and the Statement of Activities for all activities of the Council. As a general rule, the effect of interfund activity has been eliminated from these statements. The government-wide presentation focuses primarily on the sustainability of the Council as an entity and the change in its net assets (financial position) resulting from the activities of the current fiscal year. Intergovernmental revenues primarily support governmental activities.

In the government-wide Statement of Net Position only one column of numbers has been presented for total governmental activities. The numbers are presented on a consolidated basis and represent only governmental type activities.

The Statement of Net Position has been prepared on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Council's net position is reported in three parts - net investment in capital assets; restricted net position; and unrestricted net position.

The government-wide Statement of Activities reports both the gross and net cost of each of the Council's functions and significant programs. Many functions and programs are supported by general government revenues

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

c. Basis of Presentation of the Basic Financial Statements
(Continued)

Government-Wide Financial Statements: (Continued)

such as intergovernmental revenues, and unrestricted public support, particularly if the function or program has a net cost. The Statement of Activities begins by presenting gross direct and indirect expenses that include depreciation and amortization, and then reduces the expenses by related program revenues, such as charges for services, operating and capital grants, and restricted contributions, to derive the net cost of each function or program. Program revenues must be directly associated with the function or program to be used to directly offset its cost. Operating grants include operating-specific and discretionary (either operating or capital) grants, while the capital grants column reflects capital-specific grants.

Direct expenses reported in the Statement of Activities are those that are clearly identifiable with a specific function or program, whereas, the Council allocates its indirect expenses among various functions and programs in accordance with OMB Circular A-87. The Statement of Activities shows this allocation in a separate column labeled "indirect expenses."

In the Statement of Activities, charges for services represent program revenues obtained by the Council when it renders services provided by a specific function or program to people or other entities. Unrestricted contributions, unrestricted grants, and interest income that are not included among program revenues are reported instead as general revenues in this statement. Special items, if any, are significant transactions within the control of management that are either unusual in nature or infrequent in occurrence and are separately reported below general revenues. The Council did not have any special items this year.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

c. Basis of Presentation of the Basic Financial Statements
(Continued)

Fund Financial Statements:

The fund financial statements present financial information very similar to that which was included in the general-purpose financial statements issued by governmental entities before GASB Statement No. 34 required the format change.

The daily accounts and operations of the Council continue to be organized using funds and account groups. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain governmental functions or activities. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds are reported by generic classification within the financial statements.

The Council uses governmental fund types. The focus of the governmental funds' measurement (in the fund statements) is on determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than on net income. An additional emphasis is placed on major funds within the governmental fund types. A fund is considered major if it is the primary operating fund of the Council or if its total assets, liabilities, revenues, or expenditures are at least 10% of the corresponding total for all funds of that category or type. In addition, management may also choose to report any other

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

c. Basis of Presentation of the Basic Financial Statements
(Continued)

Fund Financial Statements: (Continued)

governmental fund as a major fund if it believes the fund is particularly important to financial statement users. The nonmajor funds are summarized by category or fund type into a single column in the fund financial statements.

Governmental fund equity is called the fund balance. Fund balance is further classified on a hierarchy that shows, from the highest to the lowest, the level or form of constraints on fund balance and accordingly, the extent to which the Council is bound to honor them: nonspendable, restricted, committed, assigned and unassigned.

The following is a description of the governmental funds of the Council:

The General Fund is the primary operating fund of the Council and is used to account for all financial resources except those required to be accounted for in another fund. The following is a brief description of the programs and funding sources that comprise the Council's General Fund:

Local Programs and Funding

The Council receives revenues that are not required to be accounted for in a specific program or fund such as unrestricted donations from the general public. Accordingly, these revenues have been recorded in the local program of the General Fund. These funds are mostly unrestricted, which means they may be used at the Council's discretion. Expenditures to acquire fixed assets, and expenditures for costs not allowed by

WEST CARROLL COUNCIL ON AGING, INC.
 OAK GROVE, LOUISIANA
 NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

c. Basis of Presentation of the Basic Financial Statements
 (Continued)

Fund Financial Statements: (Continued)

Local Programs and Funding (Continued)

another program due to budget limitations or the nature of the expenditures, are charged to the local program. Because of their unrestricted nature, local funds are often transferred to other programs to eliminate deficits in cases where the expenditures of the other programs exceeded their revenues. In addition, capital outlay expenditures are usually made with local funds to minimize restrictions on the use and disposition of fixed assets.

PCOA Funding

PCOA funds are appropriated annually for the Council by the Louisiana Legislature and remitted to the Council via the Governor's Office of Elderly Affairs (GOEA). The Council's management may use these "Act 735" funds at its discretion to fund any of its programs provided the program is benefiting elderly people (those who are at least 60 years old). In FY 2013, the Council received this grant money into its General Fund and management transferred it to other programs (as follows below) to help pay for program expenditures.

<u>Program</u>	<u>PCOA - Regular</u>
Title III B	
Administration	136
Support Services	5,755
Title III C-1	24,308
Title III C-2	6,970
Title III D	165
Title III E	<u>166</u>
 <u>Total</u>	 <u>37,500</u>

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

c. Basis of Presentation of the Basic Financial Statements
(Continued)

Fund Financial Statements: (Continued)

Senior Center and Supplemental Senior Center Funding

Senior Center, and supplemental senior center, grant funds are also appropriated annually for the Council and remitted to the Council via GOEA. These grant funds can be used at management's discretion to pay for costs of operating community service centers where elderly people are receiving supportive social services and participating in activities which foster their independence, enhance their dignity, and encourage their involvement in and with the community. The Council maintains one senior center in West Carroll Parish. Accordingly, during the year, management transferred its Senior Center grant funds to the Title III B Support Services Fund (\$22,127), and transferred its Supplemental Senior Center grant funds to the Title III B Support Services Fund (\$2,289) to subsidize those programs' cost of providing services to elderly persons who used the senior centers.

Audit Funding

Each year GOEA provides funds to subsidize the cost of the Council's annual audit. If an audit is not required by state law, these funds can be used to offset the professional fees charged to compile or review the Council's annual financial statements. The subsidy (\$933 for FY 2013) was received and accounted for in the General Fund and used to help pay for the cost of the professional services, which was \$5,595 and included as a component of "Other Costs" in the General Fund.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

c. Basis of Presentation of the Basic Financial Statements
(Continued)

Fund Financial Statements: (Continued)

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. A significant percentage of the Council's special revenue funds, which the Council receives, are provided by the United States Department of Health and Human Services - Administration on Aging to the Governor's Office of Elderly Affairs (GOEA), which in turn "passes through" the funds to the Council.

The Council has established several special revenue funds. The following are brief descriptions of the purpose of each special revenue fund and their classification as either a major or nonmajor governmental fund:

Major Special Revenue Funds:

Title III B Fund

The Title III B Fund is used to account for funds used to provide various units of supportive social services to the elderly. The main source of the revenue forming the basis for this fund is a grant the Council received from GOEA Title III, Part B-Grants for Supportive Services and Senior Centers.

GOEA has established the criteria for a qualifying unit of service for each Title III program. Specific supportive services, along with the number of units provided during the fiscal year, are as follows:

WEST CARROLL COUNCIL ON AGING, INC.
 OAK GROVE, LOUISIANA
 NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

c. Basis of Presentation of the Basic Financial Statements
 (Continued)

Fund Financial Statements: (Continued)

Major Special Revenue Funds: (Continued)

Title III B Fund (Continued)

<u>Type of Service Provided</u>	<u>Units</u>
Utility Assistance	55
Recreation	234
Visiting	68
Homemaker	473
Information and Assistance	427
Legal Assistance	96
Outreach	129
Transportation for People Age 60 or Older	1,077

Title III C-1 Fund

The Title III C-1 Fund accounts for funds used to provide nutritional, congregate meals to people age 60 or older in the center in West Carroll Parish. During the year, the Council provided 13,382 meals to people eligible to participate in this program. The Council also provided 4 units of nutrition education under this program.

The main sources of revenues received this year that form the basis of this fund: Special Programs for the Aging Title III, Part C-1 Nutrition Services grant funds (\$45,386) received from GOEA, Nutrition Services Incentive Program (NSIP) (\$10,881), contributions from those persons who received congregate meals (\$2,124), and program income (\$19,514).

Title III C-2 Fund

The Title III C-2 Fund accounts for funds that are used to provide nutritional meals to homebound people who are

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

c. Basis of Presentation of the Basic Financial Statements (Continued)

Fund Financial Statements: (Continued)

Major Special Revenue Funds: (Continued)

Title III C-2 Fund (Continued)

age 60 or older. During the year, the Council provided 4,685 home-delivered meals. The Council also provided 4 units of nutrition education under this program.

The main sources of revenues received this year that form the basis of this fund: Special Programs for the Aging Title III, Part C-2 Nutrition Services grant funds (\$36,009) received from GOEA, Nutrition Services Incentive Program (NSIP) (\$2,119), and program income (\$6,753).

Nonmajor Special Revenue Funds:

Title III D Fund

The Title III D Fund is used to account for funds used for disease prevention and health promotion (wellness) activities. During the year the Council provided 26 units of wellness service to eligible participants. The main source of the revenue forming the basis for this fund is a grant the Council received from GOEA for Special Programs for the Aging Title III, Part D Disease Prevention and Health Promotion Services.

Title III E Fund

The Title III E Fund is used to account for funds that are used to provide support services for family caregivers and for grandparents or older individuals who are relative caregivers. The main source of the revenue

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

c. Basis of Presentation of the Basic Financial Statements
(Continued)

Fund Financial Statements: (Continued)

Nonmajor Special Revenue Funds: (Continued)

Title III E Fund (Continued)

forming the basis for this fund is a grant the Council received from GOEA for the Title III, Part E National Family Caregivers Support Program.

Specific services, along with the number of units provided during the fiscal year, are as follows:

Public Education	24
Individual Counseling	108
In-Home Respite	453
Material Aid	37
Sitter	117
Information and Assistance	12

Utility Assistance Fund

This fund is used to account for the administration of the utility assistance programs that are sponsored by local utility companies. The companies collect contributions from service customers and remit the funds to the parish councils on the aging throughout the state to provide assistance to the elderly for the payment of utility bills. The contributions can only be used to pay for direct services. No indirect or administration expenses can be paid for with these funds.

During the year, the Council provided funds to 47 different people to assist them with paying their utility bills. The maximum amount of assistance a person can receive in one year is usually limited to \$200.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

c. Basis of Presentation of the Basic Financial Statements
(Continued)

Fund Financial Statements: (Continued)

Nonmajor Special Revenue Funds: (Continued)

MIPPA Fund

This fund is used to account for the administration of the MIPPA program, the purpose of which is to provide outreach to individuals in West Carroll Parish with special emphasis on rural communities and increase public awareness and enrollment into the benefits available under Medicare Part D, Low Income Subsidy (LIS) and Medicare Savings Plan (MSP).

d. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

• Government-Wide Financial Statements - Accrual Basis

The government-wide financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

• Fund Financial Statements - Modified Accrual Basis

Governmental fund level financial statements are reported using a current financial resources measurement focus and the modified accrual basis of accounting. A current financial resources measurement focus means that only current assets and current liabilities are generally included on the fund

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

d. Measurement Focus and Basis of Accounting (Continued)

• Fund Financial Statements - Modified Accrual Basis
(Continued)

balance sheet. The operating statements of the funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Council considers revenues to be "available" if they are collected within sixty days of the current fiscal year end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred, if measurable, except for the following: (1) unmatured principal and interest on long-term debt, if any, are recorded when due, and (2) claims, judgments, and compensated absences are recorded as expenditures when paid with expendable available financial resources. Depreciation and amortization are costs that are not recognized in the governmental funds.

e. Interfund Activity

In the fund financial statements, interfund activity is reported as either loans or transfers. Loans between funds are reported as interfund receivables (due from) and payables (due to) as appropriate. Transfers represent a permanent reallocation of resources between funds. In other words, they are not expected to be repaid.

In the government-wide financial statements, all types of interfund transactions are eliminated when presenting the governmental activity information.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

f. Cash

Cash includes not only currency on hand, but demand deposits with banks or other financial institutions.

For the purposes of the Statement of Net Assets, restricted cash are amounts received or earned by the Council with an explicit understanding between the Council and the resource provider that the resource would be used for a specific purpose.

g. Receivables

The financial statements for the Council do not contain an allowance for uncollectible receivables because management believes all amounts will be collected. However, if management becomes aware of information that would change its assessment about the collectibility of any receivable, management would write off the receivable as a bad debt at that time.

h. Investments

GASB Statement 31 requires the Council to report its investments at fair value in the balance sheet, except for investments in non-participating interest-earning contracts, such as non-negotiable certificates of deposit with redemption terms that do not consider market rates. This type of investment is reported using a cost-based measure, provided the fair market value of the contract is not significantly affected by the impairment of the credit standing of the issuer or other factors. The Council did not own any investments of this type at year-end.

Investments, which include securities traded on a national or international exchange, are valued based on their last reported sales price. Investments that do not have an established market are reported at estimated fair value. The Council did not own any investments of this type at year-end.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

i. Prepaid Expenses/Expenditures

Prepaid expenses include amounts paid in advance for goods and services. Prepaid expenses are shown as either current or other assets on the government-wide Statement of Net Assets, depending on when management expects to realize their benefits.

In the fund financial statements, management has elected not to include amounts paid for future goods and services as expenditures until those services are consumed. This method of accounting for prepaid expenditures helps assure management that costs incurred will be reported in accordance with the Council's cost reimbursement grants. These types of grants do not permit the Council to obtain reimbursement for qualified expenditures until the goods and services relating to them are consumed. As a result, the prepaid expenditures are shown as an asset on the balance sheet of the fund financial statements until they are consumed. In addition, a corresponding amount of the fund balance of the General Fund has been reserved to reflect the amount of fund balance not currently available for expenditure.

For purposes of presenting prepaid expenses in the Statement of Activities, the Council will follow the same policy it uses to record prepaid expenditures in the fund financial statements.

j. Capital Assets

The accounting and reporting treatment used for property, vehicles, and equipment (capital assets) depends on whether the capital assets are reported in the government-wide financial statements or the fund financial statements.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

j. Capital Assets (Continued)

Government-Wide Financial Statements

Capital assets are long-lived assets purchased or acquired with an original cost of at least \$1,000 and have an estimated useful life of greater than one year. When purchased or acquired, these assets are recorded as capital assets in the government-wide statement of Net Position. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, then it is recorded at its estimated fair market value at the date of donation. Capital assets will also include major repairs to equipment and vehicles that significantly extend the asset's useful life. Routine repairs and maintenance are expensed as incurred.

For capital assets recorded in the government-wide financial statements, depreciation is computed and recorded using the straight-line method for the asset's estimated useful life. The Council follows a guideline issued by the State of Louisiana's Office of Statewide Reporting and Accounting to establish the useful lives of the various types of capital assets that are depreciated and the method used to calculate annual depreciation.

Using this guideline, the estimated useful lives of the various classes of depreciable capital assets are as follows:

Equipment	5 to 7 Years
Vehicles	5 Years
Computer Equipment	5 Years
Building Improvements	20 to 40 Years

When calculating depreciation, the State's guideline assumes that capital assets will not have any salvage value and that a full year's worth of depreciation will be taken in the year the capital assets are placed in service or disposed.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

j. Capital Assets (Continued)

Fund Financial Statements (Continued)

In the fund financial statements, capital assets used in the Council's operations are accounted for as capital outlay expenditures of the governmental fund that provided the resources to acquire the assets. Depreciation is not computed or recorded on capital assets for purposes of the fund financial statements.

k. Non-Current (Long-Term) Liabilities

The accounting treatment of non-current liabilities depends on whether they are reported in the government-wide or fund financial statements. In the government-wide financial statements, all non-current liabilities that will be repaid from governmental resources are reported as liabilities in the government-wide statements. In the fund financial statements, non-current liabilities for governmental funds are not reported as liabilities or presented anywhere else in these statements. The Council did not have any non-current liabilities at year-end.

l. Unpaid Compensated Absences

The Council's policies for vacation time permit employees to accumulate earned but unused vacation leave. Accordingly, a liability for the unpaid vacation leave has been recorded in the government-wide statements. Management has estimated the current and long-term portions of this liability based on historical trends. The amount accrued as the compensated absence liability was determined using the number of vested vacation hours for each employee multiplied by the employee's wage rate in effect at the end of the year.

In contrast, the governmental funds in the fund financial statements report only compensated absence

WEST CARROLL COUNCIL ON AGING, INC.
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NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

1. Unpaid Compensated Absences (Continued)

liabilities that are payable from expendable available financial resources to the extent that the liabilities mature (or come due for payment). Vacation leave does not come due for payment until an employee makes a request to use it or terminates employment with the Council. Accordingly, no amounts have been accrued as fund liabilities as of year-end in the fund financial statements. The differences in the methods of accruing compensated absences create a reconciling item between the fund and government-wide financial statement presentations.

The Council's sick leave policy does not provide for the vesting of sick leave thereby requiring the employee to be paid for any unused leave upon termination of employment. Accordingly, no amounts have been accrued as unpaid compensated absences in the government-wide financial statements relative to sick leave.

m. Advances from Funding Agency

Advances from funding agency represent unexpended balances of grants awarded to the Council that are required to be returned to the funding agency at the end of the grant period. Grant funds due back to the funding agency are recorded as a liability when the amount due becomes known, normally when a final accounting is submitted to the funding agency.

n. Deferred Revenue

The Council reports deferred revenues on both the Statement of Net Position (government-wide) and the Balance Sheet of the fund financial statements. Deferred revenues arise when the Council receives resources before it has a legal claim to them, as when grant monies are received before the occurrence of qualifying expenditures. In subsequent periods, when the Council

WEST CARROLL COUNCIL ON AGING, INC.
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NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

n. Deferred Revenue (Continued)

has a legal claim to the resources, the liability for deferred revenue is removed from the Statement of Net Assets and the Fund Balance Sheet, whichever the case might be, and the revenue is recognized. At year end, the Council had \$6,115 deferred revenue.

o. Net Position in the Government-Wide Financial Statements

In the government-wide Statement of Net Position, the Net Position amount is classified and displayed in three components:

- Net investment in capital assets - This component consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those capital assets. At year-end the Council did not have any borrowings that were related to capital assets.
- Restricted net position - This component consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- Unrestricted net position - This component consists of all other net assets that do not meet the definition of "restricted" or "net investment in capital assets."

When both restricted and unrestricted resources are available for use, the Council's policy is to use restricted resources first to finance its activities.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

p. Fund Equity - Fund Financial Statements

Governmental fund equity is classified as fund balance. Beginning with FY 2011, the Council's management implemented GASB Statement 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This Statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- **Nonspendable:** This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. Management has classified prepaid expenditures as being nonspendable as this item is not expected to be converted to cash.
- **Restricted:** This classification includes amounts for which constraints have been placed on the use of resources are either:
 - Externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or
 - Imposed by law through constitutional provisions or enabling legislation.

Management has classified fund balances for utility assistance and emergency food and shelter as being restricted due to the constraints placed on the use of the money contributed by the general public and Entergy Corporation.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

p. Fund Equity - Fund Financial Statements (Continued)

- Committed: This classification includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action (resolution) of the Council's board of directors, which is the Council's highest level of decision-making authority. These amounts cannot be used for any other purpose unless the board of directors removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The Council did not have any committed resources as of June 30, 2013.
- Assigned: This classification includes amounts that are constrained by the Council's intent to be used for a specific purpose but are neither restricted nor committed. This intent should be expressed by the Council's (1) board of directors, (2) its finance committee, or (3) an official, such as the executive director, to which the board of directors has delegated the authority to assign amounts to be used for a specific purpose. The Council did not have any assigned fund balance as of June 30, 2013.
- Unassigned: This classification is the residual fund balance for the General Fund and represents the amount that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

When fund balance resources are available for a specific purpose in more than one classification, the Council

WEST CARROLL COUNCIL ON AGING, INC.
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NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

p. Fund Equity - Fund Financial Statements (Continued)

will generally use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed. However, the Council's management reserves the right to selectively spend unassigned resources first and to defer the use of the other classified funds.

q. Management's Use of Estimates

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

r. Allocation of Indirect Expenses

The Council reports all direct expenses by function and programs of functions in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function or program. Indirect expenses are recorded as direct costs of the Administration function. The net cost of the Administration function is allocated using a formula based primarily on the relationship the direct cost a program bears to the direct cost of all programs. There are some programs that cannot absorb any indirect expense allocation according to their grant or contract restrictions.

s. New Pronouncement

The Council has adopted the provisions of Governmental Accounting Standards Board Statement 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The main financial statement effects relating to this new

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NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 1 - PURPOSE OF THE COUNCIL ON AGING AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

s. New Pronouncement (Continued)

accounting standard are with how the components of the Council's fund balances will be presented on the fund balance sheet and on the presentation of special revenue funds on the statement of revenues, expenditures and changes in fund balances. The number of special revenue funds will be less than in previous years because of the new definition of what constitutes a special revenue fund.

NOTE 2 - REVENUE RECOGNITION:

Revenues are recorded in the government-wide statements when they are earned using the accrual basis of accounting.

Revenues are recorded in the fund financial statements using the modified accrual basis of accounting. In applying the susceptible to accrual concept using this basis of accounting, intergovernmental grant revenues, program service fees, and interest income must be both measurable and available. However, the timing and amounts of the receipts of public support and miscellaneous revenues are often difficult to measure; therefore, they are recorded as revenue in the period received.

NOTE 3 - CASH MANAGEMENT AND DEPOSITS:

The Council maintains a consolidated operating bank account at Regions Bank, which is available for use by all funds to deposit revenues and pay expenses. The purpose of this consolidated account is to reduce administration costs and facilitate cash management. The consolidated account also allows those funds with available cash resources to temporarily cover any negative cash balances in other funds. In addition to the consolidated bank account, the Council has a separate bank account to deposit and disburse EFSP funds, and a separate payroll account to transfer funds and disburse payroll checks.

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NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 3 - CASH MANAGEMENT AND DEPOSITS: (Continued)

As described in Louisiana law, the Council is classified as a quasi-public entity. Accordingly, the Council is not required to comply with Louisiana laws relating to the collateralization of bank deposits. However, it is the Council's policy to follow state law in an effort to minimize risks associated with bank deposits that exceed those currently covered by FDIC insurance.

Cash is reported at its carrying value, which equals its fair value. At year-end, the combined carrying amount of the Council's cash on its books was \$22,370, whereas the related bank balances totaled \$34,229. The primary difference in these amounts relates to deposits made to and checks written on demand deposit accounts that have not yet cleared the bank accounts. At year-end, all of the bank balances were insured 100% by federal depository insurance.

<u>Cash & Investments</u>	<u>Cost</u>	<u>Fair Value</u>	<u>Interest Rate</u>	<u>Maturity</u>	<u>Credit Risk Category</u>
Cash:					
Regions Bank	22,370	22,370	None	Demand	Category 1
Total Cash	<u>22,370</u>	<u>22,370</u>			
Unrestricted Purpose	21,716				
Restricted Purpose Utility Assistance & EFSP Funds	<u>654</u>				
Total Cash & Investments	<u>22,370</u>				

As illustrated in the above table, some of the Council's cash and investments are restricted assets for presentation in the Statement of Net Position. Restricted net position amounts include amounts received or earned by the Council with an explicit understanding between the Council and the resource providers that the resource would be used for a specific purpose. The Council has presented these restricted

WEST CARROLL COUNCIL ON AGING, INC.
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NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 3 - CASH MANAGEMENT AND DEPOSITS: (Continued)

net positions as a component of current assets in the Statement of Net Position because they are available for use in current operations.

The Council had no asset that would be classified as an investment at year-end.

NOTE 4 - GOVERNMENT GRANTS AND CONTRACTS RECEIVABLE:

Government grants and contracts receivable represent amounts owed to the Council under a grant award or contract with a provider of federal, state, or local funds; such amounts being measurable and available as of year-end. The council had no grants or contracts receivable at year-end.

NOTE 5 - PREPAID EXPENDITURES AND EXPENSES:

At year-end, prepaid expenditures and prepaid expenses consisted of the following:

	<u>Prepaid Expenditures</u>	<u>Prepaid Expenses</u>
Prepaid Insurance	1,093	1,093
Prepaid Post Office Box Rent	106	106
<u>Total</u>	<u>1,199</u>	<u>1,199</u>

NOTE 6 - CHANGES IN CAPITAL ASSETS AND ACCUMULATED DEPRECIATION:

A summary of changes in capital assets and accumulated depreciation is as follows:

	Balance June 30, 2012	Additions	Decreases	Balance June 30, 2013
<u>Capital Assets Being Depreciated</u>				
Buildings	71,717	-	-	71,717
Vehicles	70,643	-	-	70,643
Office Furniture and Equipment	73,088	-	2,095	70,993
<u>Total Capital Assets</u>	<u>215,448</u>	<u>-0-</u>	<u>2,095</u>	<u>213,353</u>
 Less: Accumulated Depreciation:				
Buildings	67,711	1,743	-	69,454
Vehicles	30,770	7,685	-	38,455
Office Furniture and Equipment	51,610	7,286	2,095	56,801
<u>Total Accumulated Depreciation</u>	<u>150,091</u>	<u>16,714</u>	<u>2,095</u>	<u>164,710</u>
 <u>Capital Assets Net of Depreciation</u>	 <u>65,357</u>	 <u>(16,714)</u>	 <u>-0-</u>	 <u>48,643</u>

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 6 - CHANGES IN CAPITAL ASSETS AND ACCUMULATED DEPRECIATION:
(Continued)

All the Council's vehicles are operational at year end. The Council's management has reviewed capital assets and does not believe any capital asset has been impaired as of year-end.

Depreciation was charged to governmental activities as follows:

Administration	7,585
Supportive Services:	
Transportation of the Elderly	7,685
Nutrition Services:	
Congregate Meals	182
Home Delivered Meals	<u>1,262</u>
 Total Depreciation Expense for Governmental Activities	 <u>16,714</u>

The \$7,585 of depreciation associated with the administration function relates to capital assets that essentially serve all functions. Accordingly, it is included as a direct expense of the administration function on the Statement of Activities and then allocated to other functions in accordance with the Council's method of allocating indirect expenses. The other depreciation amounts (\$9,129) are charged as direct expenses to their related functions on the Statement of Activities.

NOTE 7 - FUND BALANCES - FUND FINANCIAL STATEMENTS:

At year-end, two special revenue funds had remaining fund balances of \$654 which were classified as restricted. Usually, the fund balances of the special revenue funds are cleared out at year-end to comply with the administration and accounting policies of the grantor agencies that have awarded the Council certain grants. However, there are exceptions to these policies as described in the next paragraph.

The Council has \$432 of utility assistance contributions and \$222 of Emergency Food and Shelter Program Fund contributions unspent as of year-end. The donors restrict

WEST CARROLL COUNCIL ON AGING, INC.
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NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 7 - FUND BALANCES - FUND FINANCIAL STATEMENTS: (Continued)

these contributions for specific purposes. Accordingly, management separately accounts for them in a special revenue fund to ensure accountability. Utility assistance fund balances are common amongst council on aging entities. Utility assistance is a supportive service rendered under the Council's Title III B program. Rather than commingle the accounting of the receipts and disbursements of the utility assistance within the Title III B fund, GOEA prefers that councils on aging use a separate fund that can facilitate the monitoring of the Title III B activity separately from the utility assistance activities.

NOTE 8 - IN-KIND CONTRIBUTIONS:

The Council received a variety of in-kind contributions during the year, but does not record the fair value of them in its government-wide and fund financial statements, except for the donation of capital assets. In the case of a donation of a capital asset, accounting principles for governmental entities require the fair value of a donated capital asset be recorded in the Statement of Activities at the time of acquisition. However, these same principles do not permit the recording of the fair value of capital assets (or other in-kind contributions) in the fund financial statements because of the measurement focus of such statements.

The in-kind contributions that the Council received during the year consisted primarily of time donated by volunteer workers at the senior center and meal sites. These contributions were not valued.

During the year the Council received no donations of capital assets.

NOTE 9 - BOARD OF DIRECTORS' COMPENSATION:

The Board of Directors is a voluntary board; therefore, no compensation has been paid to any member. However, board members can request reimbursement for out-of-pocket expenses in accordance with the Council's travel policy when traveling on behalf of the Council.

WEST CARROLL COUNCIL ON AGING, INC.
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NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 10 - INCOME TAX STATUS:

The Council, a non-profit corporation, is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code of 1986, and as an organization that is not a private foundation as defined in Section 509(a) of the Code. The Council is also exempt from Louisiana income tax.

The Council does not file a Form 990 because it has been determined to be an "affiliate of a governmental unit" within the meaning of Section 4 of Revenue Procedure 95-48, 1995-2 C.B. 418.

NOTE 11 - JUDGMENTS, CLAIMS AND SIMILAR CONTINGENCIES:

As of the end of this fiscal year, the Council's management has no knowledge of any pending litigation, lawsuits, or claims against the Council. Furthermore, the Council's management believes that any unexpected lawsuits or claims that might be filed against the Council would be adequately covered by insurance or resolved without any material impact upon the Council's financial statements.

NOTE 12 - CONTINGENCIES - GRANT PROGRAMS:

The Council participates in a number of state and federal grant programs, which are governed by various rules and regulations. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the Council has not complied with the rules and regulations governing the grants, refunds of any money received and the collectibility of any related receivable at year end may be impaired. In management's opinion, there are no significant contingent liabilities relating to compliance with the rules and regulations governing state and federal grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies. Audits of prior years have not resulted in any disallowed costs or refunds. Any costs that would be disallowed would be recognized in the period agreed upon by the grantor agency and the Council.

WEST CARROLL COUNCIL ON AGING, INC.
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NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 13 - ECONOMIC DEPENDENCY:

The Council receives the majority of its revenue through grants administered by the Louisiana Governor's Office of Elderly Affairs (GOEA) and the Louisiana Department of Transportation and Development (DOTD) in the form of intergovernmental revenues. Intergovernmental type revenues are appropriated each year by the federal, state, and local governments. If significant budget cuts are made at the federal, state and/or local level, the amount of funds the Council receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the Council will receive next year relating to its usual sources of intergovernmental revenues.

NOTE 14 - RISK MANAGEMENT:

The Council is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; and natural disasters. The Council has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. There have been no significant reductions in coverage from the prior year. No settlements were made during the current or prior three fiscal years that exceeded the Council's insurance coverage.

The Council's management has not purchased commercial insurance or made provision to cover or reduce the risk of loss, as a result of business interruption and certain acts of God.

NOTE 15 - INTERFUND RECEIVABLES AND PAYABLES-FUND FINANCIAL STATEMENTS:

Because the Council operates its programs under cost reimbursement type grants, it has to pay for costs using its General Fund money and then request reimbursement for the advanced costs under the grant programs. Such advances create short-term interfund loans in the fund financial statements. Any such loans are eliminated as part of the consolidation process in preparing the government-wide financial statements.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 16 - INTERFUND TRANSFERS

Operating transfers to and from the various funds are as follows for the fiscal year:

<u>Funds Transferred In</u>	<u>Senior Center</u>	<u>Supplemental Senior Center</u>	<u>Funds Transferred Out</u>		<u>Total In</u>
			<u>General Fund</u>	<u>PCOA Act 735</u>	
Title III B- Administration	-	-	136		136
Supportive Services	22,127	2,289	5,755		30,171
Title III C-1	-	-	24,308		24,308
Title III C-2	-	-	6,970		6,970
Title III D	-	-	165		165
Title III E	-	-	166		166
<u>Total Out</u>	<u>22,127</u>	<u>2,289</u>	<u>37,500</u>		<u>61,916</u>

Transfers are used (a) to move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and (b) to shift unrestricted revenues collected in the General Fund and certain Special Revenue Funds to finance various programs accounted for in other funds in accordance with budgetary authorizations.

NOTE 17 - RELATED PARTY TRANSACTIONS:

There were no related party transactions during the year.

NOTE 18 - SUBSEQUENT EVENTS:

Management has evaluated subsequent events through October 21, 2013, which is the date the financial statements were available to be issued. There were no events that required disclosure.

NOTE 19 - CHANGES IN DEBT:

	<u>Due in One Year</u>	<u>Due After One Year</u>	<u>Compensated Absences</u>
Balance - July 1, 2012			28,244
Increase			3,656
(Decrease)			-
Balance - June 30, 2013			<u>31,900</u>

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2013

NOTE 20 - UNCERTAIN TAX POSITIONS:

The Council is subject to examination by various taxing authorities. Management has reviewed the Council's activities and believes that no additional amounts or disclosures are needed, as the effect of any uncertain tax positions is not material to the financial statements.

NOTE 21 - ADOPTION OF GASB #63: (Note Dated January 28, 2014)

The Governmental Accounting Standard Board issued Statement Number 63 called "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Revenue and Net Position." The statement requires, among other items, that a change in terminology and classification be implemented that changes the elements of net assets to elements of net position. The attached financial statements have been revised to show the correct terminology and classification in accordance with GASB #63.

SUPPLEMENTARY FINANCIAL INFORMATION
REQUIRED BY THE GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB)
STATEMENT 34

JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS

WEST CARROLL COUNCIL ON AGING, INC.
 OAK GROVE, LOUISIANA
 BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
 FOR THE YEAR ENDED JUNE 30, 2013

	<u>Budgeted Amounts</u>		<u>Actual Amounts GAAP Basis</u>	<u>Variance Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Intergovernmental:				
Governor's Office of Elderly Affairs				
Audit Funds	933	933	933	-0-
PCOA	37,500	37,500	37,500	-0-
PCOA - Special	-	-	-	-0-
Senior Center	25,000	25,000	25,000	-0-
Supplemental Senior Center	-	2,289	2,289	-0-
Miscellaneous:				
Contract Meal Income	9,000	9,000	8,778	(222)
Title XIX	12,000	13,100	11,037	(2,063)
Contributions and Other	21,698	15,099	3,514	(11,585)
Fund-Raiser	-	-	-	-0-
Rent Income	-	-	-	-0-
TOTAL REVENUES	106,131	102,921	89,051	(13,870)
EXPENDITURES				
Current:				
Salaries	21,286	19,500	23,058	(3,558)
Fringe	1,758	1,606	1,878	(272)
Travel	139	127	122	5
Operating Services	9,473	7,131	16,452	(9,321)
Operating Supplies	9,788	8,727	3,450	5,277
Other Costs	120	108	4,550	(4,442)
Capital Outlay	-	-	-	-0-
Reimbursement to OEA	-	-	877	(877)
TOTAL EXPENDITURES	42,564	37,199	50,387	(13,188)
Excess of Revenues Over (Under) Expenditures	<u>63,567</u>	<u>65,722</u>	<u>38,664</u>	<u>(27,058)</u>
OTHER FINANCING SOURCES (USES)				
Operating Transfers In	-	-	-	-0-
Operating Transfers Out	(59,541)	(61,860)	(61,916)	(56)
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	4,026	3,862	(23,252)	N/A
FUND BALANCES				
Beginning of Year	N/A	N/A	<u>32,552</u>	N/A
END OF YEAR	N/A	N/A	<u>9,300</u>	N/A

See independent accountants' review report.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
BUDGETARY COMPARISON SCHEDULE - TITLE III B FUND - SUPPORT SERVICES
FOR THE YEAR ENDED JUNE 30, 2013

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u> <u>GAAP Basis</u>	<u>Favorable</u> <u>(Unfavorable)</u>
REVENUES				
Intergovernmental:				
Governor's Office of Elderly Affairs	36,716	36,716	36,716	-0-
Public Support:				
Client Contributions	-	-	-	-0-
Miscellaneous:				
Program Income	-	-	-	-0-
TOTAL REVENUES	36,716	36,716	36,716	-0-
EXPENDITURES				
Current:				
Salaries	42,998	43,909	43,967	(58)
Fringe	3,549	3,616	3,664	(48)
Travel	1,902	2,180	2,334	(154)
Operating Services	11,827	13,294	13,591	(297)
Operating Supplies	4,021	3,320	3,141	179
Other Costs	179	190	190	-0-
Capital Outlay	-	-	-	-0-
TOTAL EXPENDITURES	64,476	66,509	66,887	(378)
Excess of Revenues Over(Under) Expenditures	(27,760)	(29,793)	(30,171)	(378)
OTHER FINANCING SOURCES (USES)				
Operating Transfers In	27,760	29,793	30,171	378
Operating Transfers Out	-	-	-	-0-
Funds Reprogrammed - Prior Year	-	-	-	-0-
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	-0-	-0-	-0-	-0-
FUND BALANCES				
Beginning of Year	-	-	-	-0-
END OF YEAR	-0-	-0-	-0-	-0-

See independent accountants' review report.

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JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS

WEST CARROLL COUNCIL ON AGING, INC.
 OAK GROVE, LOUISIANA
 BUDGETARY COMPARISON SCHEDULE - TITLE III C-1 FUND - CONGREGATE MEALS
 FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts GAAP Basis	Variance Favorable (Unfavorable)
	Original	Final		
REVENUES				
Intergovernmental:				
Governor's Office of Elderly Affairs	45,386	45,386	45,386	-0-
Nutrition Services Incentive Program (NSIP)	10,150	9,000	10,881	1,881
Public Support:				
Client Contributions	-	-	2,124	2,124
Miscellaneous:				
Program Income	21,600	20,000	19,514	(486)
TOTAL REVENUES	77,136	74,386	77,905	3,519
EXPENDITURES				
Current:				
Salaries	47,023	43,168	43,128	40
Fringe	3,882	3,555	3,566	(11)
Travel	334	334	202	132
Operating Services	10,935	12,170	12,777	(607)
Operating Supplies	39,324	39,326	37,650	1,676
Other Costs	385	384	384	-0-
Capital Outlay	-	-	-	-0-
TOTAL EXPENDITURES	101,883	98,937	97,707	1,230
Excess of Revenues Over (Under) Expenditures	(24,747)	(24,551)	(19,802)	4,749
OTHER FINANCING SOURCES (USES)				
Operating Transfers In	24,747	24,551	24,308	(243)
Operating Transfers Out	-	-	-	-0-
Funds Reprogrammed - Prior Year	-	-	-	-0-
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	-0-	-0-	4,506	4,506
FUND BALANCES				
Beginning of Year	-	-	1,609	1,609
END OF YEAR	-0-	-0-	6,115	6,115

See independent accountants' review report.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
BUDGETARY COMPARISON SCHEDULE - TITLE III C-2 FUND - HOME DELIVERED
MEALS
FOR THE YEAR ENDED JUNE 30, 2013

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Favorable</u>
			<u>GAAP Basis</u>	<u>(Unfavorable)</u>
REVENUES				
Intergovernmental:				
Governor's Office of Elderly Affairs	36,009	36,009	36,009	-0-
Nutrition Services Incentive Program (NSIP)	3,000	3,000	2,119	(881)
Public Support:				
Client Contributions	-	-	-	-0-
Miscellaneous:				
Program Income	<u>7,000</u>	<u>6,097</u>	<u>6,753</u>	<u>656</u>
<u>TOTAL REVENUES</u>	<u>46,009</u>	<u>45,106</u>	<u>44,881</u>	<u>(225)</u>
EXPENDITURES				
Current:				
Salaries	24,876	23,221	23,273	(52)
Fringe	2,053	1,912	1,932	(20)
Travel	174	176	106	70
Operating Services	8,406	9,831	10,071	(240)
Operating Supplies	17,523	16,932	16,318	614
Other Costs	151	153	151	2
Capital Outlay	-	-	-	-0-
<u>TOTAL EXPENDITURES</u>	<u>53,183</u>	<u>52,225</u>	<u>51,851</u>	<u>374</u>
Excess of Revenues Over(Under) Expenditures	<u>(7,174)</u>	<u>(7,119)</u>	<u>(6,970)</u>	<u>149</u>
OTHER FINANCING SOURCES (USES)				
Operating Transfers In	7,174	7,119	6,970	(149)
Operating Transfers Out	-	-	-	-0-
Funds Reprogrammed - Prior Year	-	-	-	-0-
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	-0-	-0-	-0-	-0-
FUND BALANCES				
Beginning of Year	-	-	-	-0-
<u>END OF YEAR</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

See independent accountants' review report.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED JUNE 30, 2013

NOTE 1 - BUDGETARY REPORTING:

The budget information presented in this section of required supplementary information applies to "major" governmental funds for which annual budgets were adopted. Budgetary information for "nonmajor" funds has not been included anywhere in these financial statements.

The Council follows these procedures in establishing the budgetary data that has been presented as required supplementary information in these financial statements.

- The Governor's Office of Elderly Affairs (GOEA) notifies the Council each year as to the funding levels for each program's grant award.
- Revenue projections are also made based on grants from GOEA and other agencies, program service fees, public support (including client contributions), interest income, and other miscellaneous sources.
- Expenditure projections are developed using historical information and changes to the upcoming year that management is aware of at the time of budget preparation.
- Once the information regarding projected revenues and expenditures has been obtained, the Council's executive director and bookkeeper prepare a proposed budget based on the projections. The proposed budget is submitted to the Board of Directors for final approval.
- The Board of Directors reviews and adopts the budget for the next fiscal year at a regularly scheduled board meeting before May 31 of the current fiscal year.
- The adopted budget is forwarded to GOEA for compliance approval for the funds it will pass-through to the Council.

See independent accountants' review report.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2013

NOTE 1 - BUDGETARY REPORTING: (Continued)

- Unused budget amounts lapse at the end of each fiscal year (June 30). However, if a grant or contract is not completed by June 30, management will automatically budget funds in the next fiscal year to complete the grant or contract. An example where this might occur is when vehicles are acquired under a federal matching program. The "match" might be made in one year and the vehicle delivered in another year.
- The budget is prepared on a modified accrual basis, consistent with the basis of accounting for governmental funds, for comparability of budgeted and actual revenues and expenditures.
- Budgeted amounts included in the accompanying required supplementary information include the original adopted budget amounts and the final budget amounts.
- Actual amounts are compared to budgeted amounts periodically during the fiscal year as a management control device.
- The Council may transfer funds between line items as often as required but must obtain compliance approval from the Governor's Office of Elderly Affairs for funds received under grants and contracts from these agencies. As a part of their compliance, GOEA requires management to amend the budget in cases where actual expenditures for a particular line item exceed their budgeted amount by more than 10%, unless unrestricted funds are available to "cover" the overrun.
- Budgeted expenditures cannot exceed budgeted revenues on an individual fund level, unless a large enough fund balance exists to absorb the budgeted operating deficit.

See independent accountants' review report.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2013

NOTE 1 - BUDGETARY REPORTING: (Continued)

- The Council is not required by state or local law to prepare a budget for every program or activity it conducts. Accordingly, some activities may not be budgeted, particularly if they are deemed to be immaterial by management.

See independent accountants' review report.

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JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS

SUPPLEMENTARY FINANCIAL INFORMATION
REQUIRED BY THE GOVERNOR'S OFFICE OF ELDERLY AFFAIRS (GOEA)

JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
COMBINING SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - NON-MAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2013

	Title III C-1 Area Agency <u>Administration</u>	Title <u>III-D</u>	Title <u>III-E</u>	Utility <u>Assistance</u>
REVENUES				
Intergovernmental:				
Governor's Office of Elderly Affairs	12,651	2,925	12,175	-
LA Department of Transportation and Development	-	-	-	-
Public Support:				
LA Association of Councils on Aging	-	-	-	1,964
United Way	-	-	-	-
OJT/JTPA Reimbursements	-	-	-	-
Client Contributions	-	-	-	-
Miscellaneous:				
Program Income	-	-	-	-
TOTAL REVENUES	12,651	2,925	12,175	1,964
EXPENDITURES				
Current:				
Salaries	7,310	664	2,204	-
Fringe	602	56	192	-
Travel	72	10	53	-
Operating Services	3,952	342	600	2,187
Operating Supplies	748	65	1,513	-
Other Costs	103	1,953	7,779	-
Capital Outlay	-	-	-	-
Utility Assistance	-	-	-	-
Reimbursements to OEA	-	-	-	-
TOTAL EXPENDITURES	12,787	3,090	12,341	2,187
Excess of Revenues Over (Under) Expenditures	(136)	(165)	(166)	(223)
OTHER FINANCING SOURCES (USES)				
Operating Transfers In	136	165	166	-
Operating Transfers Out	-	-	-	-
Funds Reprogrammed - Prior Period	-	-	-	-
Excess of Revenues Over (Under) Expenditures and Other Uses	-0-	-0-	-0-	(223)
FUND BALANCE (DEFICIT)				
Beginning of Year	-0-	-0-	-0-	655
END OF YEAR	-0-	-0-	-0-	432

See independent accountants' review report.

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JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
COMBINING SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - NON-MAJOR GOVERNMENTAL FUNDS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2013

	<u>Emergency Food & Shelter</u>	<u>Totals</u>
<u>REVENUES</u>		
Intergovernmental:		
Governor's Office of Elderly Affairs	-	27,751
LA Department of Transportation and Development	-	-0-
Public Support:		
LA Association of Councils on Aging	-	1,964
United Way	6,354	6,354
OJT/JTPA Reimbursements	-	-0-
Client Contributions	-	-0-
Miscellaneous:		
Program Income	-	-0-
<u>TOTAL REVENUES</u>	<u>6,354</u>	<u>36,069</u>
<u>EXPENDITURES</u>		
Current:		
Salaries	-	10,178
Fringe	-	850
Travel	-	135
Operating Services	6,353	13,434
Operating Supplies	-	2,326
Other Costs	-	9,835
Capital Outlay	-	-0-
Utility Assistance	-	-0-
Reimbursements to OEA	-	-0-
<u>TOTAL EXPENDITURES</u>	<u>6,353</u>	<u>36,758</u>
Excess of Revenues Over (Under) Expenditures	<u>1</u>	(689)
<u>OTHER FINANCING SOURCES (USES)</u>		
Operating Transfers In	-	467
Operating Transfers Out	-	-0-
Funds Reprogrammed - Prior Period	-	-0-
Excess of Revenues Over (Under) Expenditures and Other Uses	<u>1</u>	(222)
<u>FUND BALANCE (DEFICIT)</u>		
Beginning of Year	<u>221</u>	<u>876</u>
<u>END OF YEAR</u>	<u>222</u>	<u>654</u>

See independent accountants' review report.

WEST CARROLL COUNCIL ON AGING, INC.
OAK GROVE, LOUISIANA
COMPARATIVE SCHEDULE OF CAPITAL FIXED ASSETS
AND CHANGES IN CAPITAL ASSETS
FOR THE YEAR ENDED JUNE 30, 2013

CHANGES IN FIXED ASSETS
FOR THE YEAR ENDED JUNE 30, 2013

	<u>ASSETS</u>			<u>Balance</u> <u>6/30/13</u>	
	<u>Balance</u> <u>6/30/12</u>	<u>Additions</u>	<u>Deductions</u>		
Property Acquired Prior to July 1, 1985*	52,758	-	2,095	50,663	
Property Acquired After July 1, 1985					
Title III C-1	20,554	-	-	20,554	
Title III C-2	15,399	-	-	15,399	
Title III B-AAA	383	-	-	383	
Title III B-SS	1,724	-	-	1,724	
ACT - 735	-0-	-	-	-0-	
Local Fund - Unrestricted	24,165	-	-	24,165	
Senior Center	1,090	-	-	1,090	
Title III - D	3,287	-	-	3,287	
Title III - G	-0-	-	-	-0-	
Ombudsman	61	-	-	61	
EF&S	5,000	-	-	5,000	
Section 5310 Vehicle	26,129	-	-	26,129	
PCOA Supplemental Funding	64,898	-	-	64,898	
<u>TOTALS</u>	<u>215,448</u>	<u>-0-</u>	<u>2,095</u>	<u>213,353</u>	
	<u>ACCUMULATED DEPRECIATION</u>			<u>Balance</u> <u>6/30/13</u>	<u>NET BOOK</u> <u>VALUE</u> <u>6/30/13</u>
	<u>Balance</u> <u>6/30/12</u>	<u>Current</u> <u>Provisions</u>	<u>Deductions</u>		
Property Acquired Prior to July 1, 1985*	50,632	944	2,095	49,481	1,182
Property Acquired After July 1, 1985					
Title III C-1	20,092	182	-	20,274	280
Title III C-2	11,103	1,262	-	12,365	3,034
Title III B-AAA	383	-	-	383	-0-
Title III B-SS	1,724	-	-	1,724	-0-
ACT - 735	-0-	-	-	-0-	-0-
Local Fund - Unrestricted	16,559	2,009	-	18,568	5,597
Senior Center	1,090	-	-	1,090	-0-
Title III - D	3,287	-	-	3,287	-0-
Title III - G	-0-	-	-	-0-	-0-
Ombudsman	61	-	-	61	-0-
EF&S	4,766	127	-	4,893	107
Section 5310 Vehicle	2,613	5,226	-	7,839	18,290
PCOA Supplemental Funding	37,781	6,964	-	44,745	20,153
<u>TOTALS</u>	<u>150,091</u>	<u>16,714</u>	<u>2,095</u>	<u>164,710</u>	<u>48,643</u>

*Records reflecting sources from which assets were acquired were not maintained prior to July 1, 1985.

See independent accountants' review report.

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JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS

JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.

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October 21, 2013

INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Board of Directors
West Carroll Council on Aging, Inc.
Oak Grove, Louisiana

We have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of West Carroll Council on Aging, Inc. and the Legislative Auditor of the State of Louisiana, solely to assist the users in evaluating management's assertions about West Carroll Council on Aging, Inc.'s compliance with certain laws and regulations during the year ended June 30, 2013 included in the accompanying *Louisiana Attestation Questionnaire*. Management of West Carroll Council on Aging, Inc. is responsible for the Council's financial records and compliance with applicable laws and regulations. This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and the applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

Federal, State, and Local Awards

1. Determine the amount of the Federal, state, and local award expenditures for the fiscal year, by grant and grant year.

There were no local grants. The federal and state grants were as follows:

<u>Federal, State or Local Grant Name or Revenue Source</u>	<u>Grant Year or Project Period</u>	<u>CFDA or Grant Project #</u>	<u>Amount Expended</u>
<u>Federal Grants:</u>			
U.S. Dept. of Health and Human Services - Administration on Aging, which were passed through the Governor's Office of Elderly Affairs:			
a. Special Programs for the Aging, Title III, Part B - Grants for Supportive Services and Senior Centers	FYE 06/30/2013	93.044	32,372
b. Special Programs for the Aging, Title III, Part C - Area Agency Administration	FYE 06/30/2013	93.045	9,488
c. Special Programs for the Aging, Title III, Part C - Nutrition Services:	FYE 06/30/2013	93.045	
Part C-1 - Congregate Meals Component			18,764
Part C-2 - Home Delivered Meals Component			13,501
d. Title III, Part D, Disease Prevention & Health Promotion Services	FYE 06/30/2013	93.043	2,925
e. Title III, Part E, National Family Caregivers Support Program	FYE 06/30/2013	93.052	9,131
Department of Agriculture passed through the Governor's Office of Elderly Affairs:			
a. Nutrition Services Incentive Program	FYE 06/30/2013	93.053	<u>13,000</u>
<u>Total Federal Grant Expenditures</u>			<u>99,181</u>
<u>State Grants:</u>			
State Matching Funds Relating to federal grants Awarded by:			
U.S. Dept. of Health and Human Services - Administration on Aging, which were passed through the Governor's Office of Elderly Affairs:			
a. Special Programs for the Aging, Title III, Part B - Grants for Supportive Services and Senior Centers	FYE 06/30/2013	CFMS 691535	4,344
b. Special Programs for the Aging, Title III, Part C - Area Agency Administration	FYE 06/30/2013	CFMS 691535	3,163
c. Special Programs for the Aging, Title III, Part C - Nutrition Services:	FYE 06/30/2013	CFMS 691535	
Part C-1 - Congregate Meals Component			26,622
Part C-2 - Home Delivered Meals Component			22,508
d. Title III, Part D, Disease Prevention & Health Promotion Services	FYE 06/30/2013	CFMS 691535	-0-
e. Title III, Part E, National Family Caregivers Support Program	FYE 06/30/2013	CFMS 691535	3,044
<u>Separate State Grants:</u>			
Senior Center	FYE 06/30/2013	CFMS692097	25,000
Supplemental Senior Center	FYE 06/30/2013	CFMS692097	2,289
PCOA	FYE 06/30/2013	CFMS692097	37,500
Audit Subsidy	FYE 06/30/2013	CFMS691535	<u>933</u>
<u>Total State Grant Expenditures</u>			<u>125,403</u>
<u>Total Federal and State Grant Expenditures</u>			<u>224,584</u>

2. For each federal, state and local award, we randomly selected the lesser of all or six disbursements from each award administered during the period under examination, provided that no more than 30 disbursements would be selected.

Because the Council administered multiple grant awards during the examination period, we had to limit the total number of selected disbursements to 30. We randomly selected at least one disbursement from each grant award.

3. For the items selected in procedure 2, we traced the amount and payee to supporting documentation to verify proper amount and payee.

We examined supporting documentation for each of the 30 disbursements and found that the payment was for the proper amount and made to the correct payee.

4. For the items selected in procedure 2, we determined if the 30 disbursements were properly coded to their correct fund (program) and general ledger account.

All 30 of the selected disbursements were coded to the correct fund and general ledger account.

5. For the items selected in procedure 2, we determined whether the disbursements received approval from proper authorities.

We inspected all 30 disbursements and verified that they had documented approval by the appropriate members of the Council's management.

6. For federal award disbursements selected in procedure 2, we determined whether the disbursements complied with the applicable specific compliance requirements summarized in the Office of Management and Budget's latest *Compliance Supplement* (or contained in the grant agreement, if the program is not included in the OMB *Compliance Supplement*) and for state and local awards, we determined whether the disbursements complied with the grant agreement, relating to:

- Activities allowed or unallowed

We reviewed the previously selected disbursements for types of services allowed or not allowed. All items tested complied with the allowability requirements.

- Eligibility

We reviewed the previously selected disbursements for eligibility requirements. None of the grants had any eligibility requirements; therefore, this procedure did not apply.

- Reporting

We reviewed the previously selected disbursements for compliance with reporting requirements. All disbursements selected were properly reported to their grantors.

7. For the programs selected for testing in item 2 that had been closed out during the period under review, we compared the close-out report, when required, with the Council's financial records to determine whether the amounts agree.

The previously selected disbursements related to federal and state programs that closed out June 30, 2013. We compared the close-out reports for all federal and state grant programs to the Council's financial records and the amounts reported on the close-out reports agreed to the Council's financial records.

Public Bid Law

8. Select all expenditures made during the year for material and supplies exceeding \$30,000, or public works exceeding \$150,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2296 (the public bid law).

There were no expenditures made during the year for material and supplies exceeding \$30,000, or public works exceeding \$150,000.

Code of Ethics for Public Officials and Public Employees

9. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us with the required list including the noted information.

10. Obtain from management a listing of all employees paid during the period under examination.

Management provided us with the required list.

11. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

None of the employees included on the list of employees provided by management [agreed-upon procedure (3)] appeared on the list provided by management in agree-upon procedure (2).

Budget

12. Obtain a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the original budget and the final budget.

13. Trace the budget adoption and amendments to the minute book.

We traced the adoption of the original budget to the minutes of a meeting held on May 8, 2012, which indicated that the budget had been adopted unanimously.

We traced the adoption of the final budget to the minutes of a meeting held on May 14, 2013, which indicated that the budget and amendments had been adopted unanimously.

14. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more or if actual expenditures exceed budgeted amounts by 5% or more.

We compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues and expenditures for the year did not exceed budgeted amounts by more than 5%.

Open Meetings

15. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:13 (the open meetings law).

West Carroll Council on Aging, Inc. is only required to post a notice of each meeting and the accompanying agenda on the door of West Carroll Council on Aging, Inc.'s office building. Management has asserted that such documents were properly posted. We examined copies of notices to newspapers attached to minutes supporting this assertion. Agendas were properly posted as required.

Debt

16. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

We inspected copies of all bank deposit slips for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

17. Examine payroll records and minutes for the year to determine whether any payments have been made to employees that may constitute bonuses, advances, or gifts.

A reading of the November 13, 2012 minutes of West Carroll Council on Aging, Inc. indicated approval by the board of directors for the payment of Christmas bonuses to employees, not to exceed \$250 per employee. The bonuses will be paid with non-OEA funds from the general fund.

Prior Comments and Recommendations

18. We reviewed any prior-year suggestions, recommendations, and/or comments to determine the extent to which such matters have been resolved.

There were no prior year suggestions, recommendations, and/or comments that had to be reviewed this year to be resolved.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of West Carroll Council on Aging, Inc. and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Johnston, Perry, Johnson & Associates, L.L.P.

JOHNSTON, PERRY, JOHNSON & ASSOCIATES, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS

**LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)**

8-13-13 (Date Transmitted)

Johnston, Perry, Johnson & Associates
307 Armand Street
Monroe, LA 71201
(Auditors)

In connection with your review of our financial statements as of [date] and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of (date of completion/representations).

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office..
Yes [] No []

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.
Yes [] No []

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.
Yes [] No []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.
Yes [] No []

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.
Yes [] No []

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and/or 39:92, as applicable.

Yes No

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes No

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes No

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65.

Yes No

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes No

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

<u>Geraldine Townsend</u>	Secretary/	8-13-13	Date
<u>Blenda Hagan</u>	Treasurer		
<u>Barbara N. Smith</u>	Treasurer	8-13-13	Date
	Executive Director		
	President	8-13-13	Date
	Chairman		