

NEW ORLEANS COUNCIL ON AGING, INC.
FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED
JUNE 30, 2023



ERICKSEN KRENTEL^{LLP}
CERTIFIED PUBLIC ACCOUNTANTS • CONSULTANTS

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors of the
New Orleans Council on Aging, Inc.
New Orleans, Louisiana

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the New Orleans Council on Aging, Inc. (the "Council"), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Council, as of June 30, 2023, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Council and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

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 the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.



To the Board of Directors of the
New Orleans Council on Aging, Inc.
March 28, 2024

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Council's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Council's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Council's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.



To the Board of Directors of the
New Orleans Council on Aging, Inc.
March 28, 2024

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and budgetary comparison information on pages 5 through 10 and 34 through 41 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Council's basic financial statements. The combining and individual nonmajor fund financial statements, the budgetary comparison schedules for the nonmajor special revenue funds, the statement of general fixed assets and changes in general fixed assets, the schedule of compensations, benefits, and other payments to agency head, the schedule of compensation paid to board members, and the schedule of expenditures of federal awards, as required by Title 2 *U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, combining and individual nonmajor fund financial statements, the budgetary comparison schedules for the nonmajor special revenue funds, the statement of general fixed assets and changes in general fixed assets, the schedule of compensations, benefits, and other payments to agency head, the schedule of compensation paid to board members, and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.



ERICKSEN KRENTEL LLP

CERTIFIED PUBLIC ACCOUNTANTS • CONSULTANTS

To the Board of Directors of the
New Orleans Council on Aging, Inc.
March 28, 2024

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 28, 2024, on our consideration of the Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Council's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Council's internal control over financial reporting and compliance.

New Orleans, Louisiana
March 28, 2024

Erickson Krentel, LLP
Certified Public Accountants

REQUIRED SUPPLEMENTARY INFORMATION

NEW ORLEANS COUNCIL ON AGING, INC.
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
JUNE 30, 2023

This section of New Orleans Council on Aging, Inc.'s (the Council) financial report presents discussion and analysis of the Council's financial performance during the year ended June 30, 2023. Please read it in conjunction with the Council's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

Assets of the Council exceeded its liabilities on June 30, 2023 by \$1,463,458 (net position). The Council's net position has decreased by \$(94,172) in comparison with the prior fiscal year.

As of the close of the current fiscal year, the Council's governmental funds reported combined ending fund balances of \$1,186,768, an increase of \$34,478 in comparison with the prior fiscal year. This amount includes \$116,108 of a prior period adjustment.

OVERVIEW OF THE FINANCIAL STATEMENTS

The financial statement focus is on both the Council as a whole and on the major individual funds. Both perspectives (government-wide and major funds) allow the user to address relevant questions, broaden a basis for comparison, and enhance the Council's accountability. The statements then proceed to provide an increasingly detailed look at specific financial activities.

Management's Discussion and Analysis (MD&A) serves as an introduction to the basic financial statements. The Council's basic financial statements are comprised of three components: government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Council's finances, in a manner similar to private-sector business. These financial statements are reported using the full accrual accounting method. Additionally, these statements combine governmental funds' current financial resources with capital assets and long-term obligations.

The statement of net position presents information on all of the Council's assets and liabilities and deferred inflows/outflows of resources, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Council is improving or deteriorating.

NEW ORLEANS COUNCIL ON AGING, INC.
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
JUNE 30, 2023

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Government-Wide Financial Statements (Continued)

The statement of activities presents information showing how the Council's net position changed during the most recent fiscal year. All current year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the statement of activities is to show the financial reliance of the Council's distinct activities or functions on revenues resulting from services provided by the Council, and to other governmental agencies.

The government-wide financial statements present governmental activities of the Council, that are principally supported by funding from the Governor's Office of Elderly Affairs, the City of New Orleans, and other various grants received by this agency over the fiscal year ended June 30, 2023.

Fund Financial Statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities. The Council uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Council's most significant funds rather than the Council as a whole.

The Council uses only governmental funds.

Governmental funds are reported in the fund financial statements and encompass the same function reported as government activities in the government-wide financial statements. However, the focus is different with fund statements providing a distinctive view of the Council's governmental funds, including object classifications. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They are useful in evaluating annual financing requirements of the programs and the commitment of spendable resources for the near-term.

Notes to Financial Statements

The notes to the financial statements provide required disclosures essential to the understanding of the financial statements. The notes present information about the Council's accounting policies, significant account balances and activities, commitments, contingencies, and, if any, significant events.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The Council's assets exceeded liabilities by \$1,463,458 at the close of the most recent fiscal year.

NEW ORLEANS COUNCIL ON AGING, INC.
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
JUNE 30, 2023

GOVERNMENT-WIDE FINANCIAL ANALYSIS (CONTINUED)

The following table reflects the condensed statements of net position for 2023 and 2022:

| <u>ASSETS:</u> | <u>2023</u> | <u>2022</u> |
|--|---------------------|---------------------|
| Current and other assets | \$ 1,578,814 | \$ 1,933,788 |
| Capital assets, net accumulated depreciation | <u>276,690</u> | <u>343,855</u> |
| Total assets | <u>1,855,504</u> | <u>2,277,643</u> |
| <u>LIABILITIES:</u> | | |
| Current liabilities | <u>392,046</u> | <u>549,873</u> |
| <u>NET POSITION:</u> | | |
| Net investment in capital assets | 276,690 | 343,855 |
| Restricted | 252,174 | 252,174 |
| Unrestricted | <u>934,594</u> | <u>1,131,741</u> |
| Total net position | <u>\$ 1,463,458</u> | <u>\$ 1,727,770</u> |

The largest portion of the Council's net position (64%) as of June 30, 2023 is unrestricted. The unrestricted net position of \$934,594 includes funding for operations, capital improvement projects, staffing, insurance, utilities, etc. All funds have been assigned to specific projects or budgeted for subsequent year operations by the Board of Directors.

The second largest portion of the Council's net position (19%) as of June 30, 2023 reflects the net invested in capital assets (buildings, vehicles and equipment). The Council uses these assets to provide services to the public; consequently, the assets are not available for future spending.

The remaining portion of the Council's net position of \$252,174 (17%) as of June 30, 2023 represents resources that are subject to external restrictions. The funds can only be used for specific grantor and donor purposes.

NEW ORLEANS COUNCIL ON AGING, INC.
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
JUNE 30, 2023

GOVERNMENT-WIDE FINANCIAL ANALYSIS (CONTINUED)

The following table provides a summary of the changes in net position for the year ended June 30, 2023, with comparative figures for 2022.

| <u>REVENUES</u> | <u>2023</u> | <u>2022</u> |
|---------------------------------------|----------------------|----------------------|
| Operating grants and contributions | \$ 6,678,825 | \$ 6,388,813 |
| Charges for services | 7,568 | 7,476 |
| Interest income | <u>3,524</u> | <u>13,472</u> |
| Total Revenues | <u>6,689,917</u> | <u>6,409,761</u> |
| <u>EXPENSES</u> | | |
| General | \$ 2,681,582 | 1,140,392 |
| Supportive services | 439,879 | 466,976 |
| Nutrition services | 1,159,569 | 1,473,574 |
| Utility assistance | 744,164 | 447,827 |
| Multipurpose senior centers | 1,029,466 | 1,556,005 |
| Preventative health | 17,233 | 17,233 |
| Retired senior volunteers | 157,325 | 151,178 |
| Senior companion | 57,513 | 337,584 |
| Caregiver | 170,112 | 187,254 |
| Senior RX | 99,298 | 99,296 |
| Administration | <u>227,948</u> | <u>538,244</u> |
| Total Expenses | <u>6,784,089</u> | <u>6,415,563</u> |
| Change in net position | (94,172) | (5,802) |
| Net position - beginning | 1,727,770 | 1,733,572 |
| Prior period adjustment | <u>(170,140)</u> | <u>-</u> |
| Net position - beginning, as restated | <u>1,557,630</u> | <u>1,733,572</u> |
| Net position - ending | <u>\$ 1,463,458</u> | <u>\$ 1,727,770</u> |

NEW ORLEANS COUNCIL ON AGING, INC.
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
JUNE 30, 2023

FINANCIAL ANALYSIS OF THE COUNCIL'S FUNDS

As noted earlier, the Council uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

Governmental funds are reported in the fund statements with a short-term spendable resources focus. Such information is useful in assessing the Council's financing requirements. In particular, the unassigned fund balance may serve as a useful measure of the Council's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the Council's governmental fund reported an ending fund balances of \$1,186,768, a decrease of \$197,147 in comparison with the prior year balance of \$1,383,915.

The General Fund is the chief operating fund of the Council. At the end of the current fiscal year, assigned fund balance was \$1,409,123 of the total governmental fund balance of \$1,186,768. The General Fund decreased by \$70,689 for the year ended June 30, 2023.

Non-Major Governmental Funds

At the end of the current fiscal year, the Council's non-major governmental fund reported an ending fund balances of \$(222,355), an decrease of \$126,458 in comparison with the prior year balance of \$(95,897).

BUDGETARY HIGHLIGHTS

When the original General Fund budget was adopted, it was anticipated that total revenues and total expenditures were going to approximate those of the previous fiscal year, adjusted for inflation and salary increases. While there were no significant deviations from the original approval budget from the final budget, the Council ended the fiscal year with an operating loss of revenues of \$81,045.

CAPITAL ASSETS

The Council's investment in capital assets for its governmental activities as of June 30, 2023 amounts to \$276,690, net of accumulated depreciation. This investment in capital assets includes buildings, land, vehicles and equipment. There was a prior period adjust of \$54,038 to correct the fixed asset listing.

Capital assets completed during the current fiscal year included the following:

| | <u>2023</u> | <u>2022</u> |
|--------------------------------|--------------------|--------------------|
| Buildings and land | \$ 288,000 | \$ 288,000 |
| Vehicles and equipment | 40,537 | 55,165 |
| Construction in progress | - | 39,000 |
| Less: accumulated depreciation | <u>(51,847)</u> | <u>(38,720)</u> |
| | <u>\$ 276,690</u> | <u>\$ 343,445</u> |

NEW ORLEANS COUNCIL ON AGING, INC.
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)
JUNE 30, 2023

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Council considered many factors when setting the operating budget for its general funds for the year ending June 30, 2024. The Council is expecting to spend \$3,959,557.

The Council is still experiencing a waiting list for services. The Council has been affected by the State of Louisiana anticipated budget shortfall in the state operating budget for the past few years. This has affected funding for the Council along with national economic conditions of the past few years with rising costs due to inflation.

CONTACTING THE COUNCIL'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens and taxpayers with a general overview for the funds maintained by the New Orleans Council on Aging, Inc. and to show the accountability for the money it receives. If you have any questions or need additional information, contact New Orleans Council on Aging, Inc.'s office at (504) 821-4121.

BASIC FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING, INC.
STATEMENT OF NET POSITION
AS OF JUNE 30, 2023

ASSETS:

| | |
|--|----------------------|
| Cash and cash equivalents | \$ 1,576,114 |
| Receivables: | |
| Grants | - |
| Other | 2,700 |
| Capital assets, net accumulated depreciation | <u>276,690</u> |
| Total assets | <u>1,855,504</u> |

LIABILITIES:

| | |
|--|--------------------|
| Accounts payable | 116,914 |
| Accrued expenses and other liabilities | <u>275,132</u> |
| Total liabilities | <u>392,046</u> |

NET POSITION:

| | |
|-----------------------------------|--------------------------------|
| Net investment in capital assets | 276,690 |
| Restricted for nutrition services | 244,446 |
| Restricted for other | 7,728 |
| Unrestricted | <u>934,594</u> |
| Total net position | <u><u>\$ 1,463,458</u></u> |

NEW ORLEANS COUNCIL ON AGING
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2023

| Functions/Programs | Expenses | PROGRAM REVENUES | | Net (Expenses) |
|--|--------------|----------------------|------------------------------------|---|
| | | Charges for Services | Operating Grants and Contributions | Revenue and Changes in Net Position Governmental Activities |
| <u>GOVERNMENTAL ACTIVITIES:</u> | | | | |
| General | \$ 2,681,582 | \$ - | \$ 3,230,445 | \$ 548,863 |
| Supportive services | 439,879 | - | 450,944 | 11,065 |
| Nutrition services | 1,159,569 | 7,568 | 967,213 | (184,788) |
| Utility assistance | 744,164 | - | 451,880 | (292,284) |
| Multipurpose senior cents | 1,029,466 | - | 912,122 | (117,344) |
| Preventive health | 17,233 | - | 14,878 | (2,355) |
| Retired senior volunteers | 157,325 | - | 174,496 | 17,171 |
| Senior companion | 57,513 | - | 87,164 | 29,651 |
| Caregiver | 170,112 | - | 148,674 | (21,438) |
| Senior RX | 99,298 | - | 99,298 | - |
| Adminitration | 227,948 | - | 141,711 | (86,237) |
| Total governmental activities | 6,784,089 | 7,568 | 6,678,825 | (97,696) |
| <u>GENERAL REVENUES:</u> | | | | |
| Unrestricted interest | | | | 3,524 |
| Transfers in (out) | | | | - |
| Total general revenues and transfers | | | | 3,524 |
| Change in net position | | | | (94,172) |
| Net position - beginning | | | | 1,727,770 |
| Prior period adjustment | | | | (170,140) |
| Net position - beginning, as restated | | | | 1,557,630 |
| Net position - ending | | | | \$ 1,463,458 |

See accompanying NOTES TO THE FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING, INC.
BALANCE SHEET - GOVERNMENTAL FUNDS
AS OF JUNE 30, 2023

| <u>ASSETS:</u> | <u>General</u> | <u>Other Governmental Funds</u> | <u>Total Governmental Funds</u> |
|--|-------------------------|--|--|
| Cash and cash equivalents | \$ 71,517 | \$ 1,504,597 | \$ 1,576,114 |
| Receivables: | | | |
| Grants | - | - | - |
| Other | 2,700 | - | 2,700 |
| Due from other funds | <u>1,369,781</u> | <u>2,352,460</u> | <u>3,722,241</u> |
| Total assets | <u>\$ 1,443,998</u> | <u>\$ 3,857,057</u> | <u>\$ 5,301,055</u> |
| <u>LIABILITIES:</u> | | | |
| Accounts payable and accrued liabilities | \$ (125) | \$ 392,171 | \$ 392,046 |
| Due to other funds | <u>35,000</u> | <u>3,687,241</u> | <u>3,722,241</u> |
| Total liabilities | <u>34,875</u> | <u>4,079,412</u> | <u>4,114,287</u> |
| <u>FUND BALANCE:</u> | | | |
| Restricted | 252,174 | - | 252,174 |
| Unassigned | <u>1,156,949</u> | <u>(222,355)</u> | <u>934,594</u> |
| Total fund balances | <u>1,409,123</u> | <u>(222,355)</u> | <u>1,186,768</u> |
| Total liabilities and fund balances | <u>\$ 1,443,998</u> | <u>\$ 3,857,057</u> | <u>\$ 5,301,055</u> |

See accompanying NOTES TO THE FINANCIAL STATEMENTS.

NEW ORLEANS COUNCIL ON AGING, INC.
RECONCILIATION OF BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE GOVERNMENT - WIDE STATEMENT OF NET POSITION
AS OF JUNE 30, 2023

| | | |
|---|----|-----------|
| Total fund balance - governmental funds | \$ | 1,186,768 |
|---|----|-----------|

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 governmental funds. The cost of the assets are \$328,537
and the accumulated depreciation is \$51,847.

| | | |
|--|--|----------------|
| | | <u>276,690</u> |
|--|--|----------------|

| | | |
|---|----|-------------------------|
| Net position of governmental activities | \$ | <u><u>1,463,458</u></u> |
|---|----|-------------------------|

See accompanying NOTES TO THE FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING, INC.
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2023

| | General | Title III (C1) | Title III (C2) Home Delivered Meals Program | Title III B Supportive Services | NSIP Cash In Lieu of Commodities |
|---|---------------------|-----------------------|--|--|---|
| <u>REVENUES:</u> | | | | | |
| Intergovernmental: | | | | | |
| Governor's Office of Elderly Affairs | \$ 202,450 | \$ 355,172 | \$ 611,991 | \$ 452,644 | \$ 108,532 |
| City of New Orleans | 1,415,854 | - | - | - | - |
| Participant contributions | 316 | 7,568 | - | - | - |
| Interest income | 3,201 | - | - | - | - |
| Contributions | 7,066 | 50 | - | - | - |
| Special revenue taxes | - | - | - | - | - |
| Other income | 36,621 | - | - | (1,700) | - |
| | <u>1,665,508</u> | <u>362,790</u> | <u>611,991</u> | <u>450,944</u> | <u>108,532</u> |
| Total revenues | | | | | |
| | <u>1,665,508</u> | <u>362,790</u> | <u>611,991</u> | <u>450,944</u> | <u>108,532</u> |
| <u>EXPENDITURES:</u> | | | | | |
| Salaries | 559,522 | 131,171 | 267,879 | 261,016 | - |
| Fringe benefits | 97,166 | 21,304 | 47,477 | 46,428 | - |
| Travel | 24,203 | 710 | 39,337 | 38,246 | - |
| Operating services | 164,424 | 51,824 | 97,627 | 73,106 | - |
| Operating supplies | 51,379 | 1,633 | 6,477 | 1,783 | - |
| Other costs | 21,893 | 450 | - | - | - |
| Utility assistance | - | - | - | - | - |
| Food costs | 362,385 | 195,000 | 298,680 | - | - |
| Full service contracts | - | - | - | - | - |
| Capital outlay | - | - | - | - | - |
| Grants to sub-recipients | 442,098 | - | - | 19,300 | - |
| | <u>1,723,070</u> | <u>402,092</u> | <u>757,477</u> | <u>439,879</u> | <u>-</u> |
| Total expenditures | | | | | |
| | <u>1,723,070</u> | <u>402,092</u> | <u>757,477</u> | <u>439,879</u> | <u>-</u> |
| Excess (deficiency) of revenues over expenditures | (57,562) | (39,302) | (145,486) | 11,065 | 108,532 |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | | | |
| Transfers out | (575,969) | - | - | (206,368) | (108,532) |
| Transfers in | 668,007 | 39,302 | 145,486 | 195,303 | - |
| | <u>92,038</u> | <u>39,302</u> | <u>145,486</u> | <u>(11,065)</u> | <u>(108,532)</u> |
| Total other financing sources (uses) | | | | | |
| | <u>92,038</u> | <u>39,302</u> | <u>145,486</u> | <u>(11,065)</u> | <u>(108,532)</u> |
| Net change in fund balances | 34,476 | - | - | - | - |
| Fund balance - beginning | 1,121,570 | | | | |
| Prior period adjustment | (116,108) | - | - | - | - |
| Fund balance - beginning, as restated | <u>1,005,462</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>127,074</u> |
| Fund balance - ending | <u>\$ 1,039,938</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 127,074</u> |

See accompanying NOTES TO THE FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING, INC.
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2023

| | City of New Orleans CDBG | Senior Center Program | Supplemental Senior Center Program | Supplement Senior Center Program 2 | State Legislative Funds Senior | Total Major Governmental Funds |
|---|--------------------------------|--------------------------|--|--|-----------------------------------|--------------------------------------|
| <u>REVENUES:</u> | | | | | | |
| Intergovernmental: | | | | | | |
| Governor's Office of Elderly Affairs | \$ - | \$ 453,936 | \$ 450,374 | \$ 7,812 | \$ 300,000 | \$ 2,942,911 |
| City of New Orleans | 694,177 | - | - | - | - | 2,110,031 |
| Participant contributions | - | - | - | - | - | 7,884 |
| Interest income | - | - | - | - | - | 3,201 |
| Contributions | - | - | - | - | - | 7,116 |
| Special revenue taxes | - | - | - | - | - | - |
| Other income | - | - | - | - | - | 34,921 |
| Total revenues | 694,177 | 453,936 | 450,374 | 7,812 | 300,000 | 5,106,064 |
| <u>EXPENDITURES:</u> | | | | | | |
| Salaries | 10,278 | 79,907 | - | - | - | 1,309,773 |
| Fringe benefits | 786 | 34,444 | - | - | - | 247,605 |
| Travel | - | 15,826 | - | - | - | 118,322 |
| Operating services | 24,624 | 40,153 | - | - | - | 451,758 |
| Operating supplies | - | 15,578 | - | - | - | 76,850 |
| Other costs | - | 6,197 | - | - | - | 28,540 |
| Utility assistance | - | - | - | - | - | - |
| Food costs | - | - | - | - | - | 856,065 |
| Full service contracts | - | - | - | - | - | - |
| Capital outlay | - | - | - | - | - | - |
| Grants to subrecipients | 603,951 | 837,361 | - | - | 230,000 | 2,132,710 |
| Total expenditures | 639,639 | 1,029,466 | - | - | 230,000 | 5,221,623 |
| Excess (deficiency) of revenues over expenditures | 54,538 | (575,530) | 450,374 | 7,812 | 70,000 | (115,559) |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | | | | |
| Transfers out | (54,538) | - | (450,374) | (7,812) | (70,000) | (1,473,593) |
| Transfers in | - | 575,532 | - | - | - | 1,623,630 |
| Total other financing sources (uses) | (54,538) | 575,532 | (450,374) | (7,812) | (70,000) | 150,037 |
| Net change in fund balances | - | 2 | - | - | - | 34,478 |
| Fund balance - beginning | - | - | - | - | - | 1,248,644 |
| Prior period adjustment | - | - | - | - | - | (116,108) |
| Fund balance - beginning, as restated | - | - | - | - | - | 1,132,536 |
| Fund balance - ending | \$ - | \$ 2 | \$ - | \$ - | \$ - | \$ 1,167,014 |

See accompanying NOTES TO THE FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING, INC.
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2023

| | Total Major Governmental Funds | Other Governmental Funds | Total Governmental Funds |
|---|---|---|---|
| <u>REVENUES:</u> | | | |
| Intergovernmental: | | | |
| Governor's Office of Elderly Affairs | \$ 2,942,911 | \$ 833,654 | \$ 3,776,565 |
| City of New Orleans | 2,110,031 | - | 2,110,031 |
| Corp. for Nat'l & Community Services | - | 196,954 | 196,954 |
| Participant contributions | 7,884 | - | 7,884 |
| Interest income | 3,201 | 323 | 3,524 |
| Contributions | 7,116 | 457,885 | 465,001 |
| Special revenue taxes | - | - | - |
| Other income | 34,921 | 95,037 | 129,958 |
| | <u>5,106,064</u> | <u>1,583,853</u> | <u>6,689,917</u> |
| Total revenues | | | |
| | <u>5,106,064</u> | <u>1,583,853</u> | <u>6,689,917</u> |
| <u>EXPENDITURES:</u> | | | |
| Salaries | 1,309,773 | 408,154 | 1,717,927 |
| Fringe benefits | 247,605 | 82,341 | 329,946 |
| Travel | 118,322 | 3,414 | 121,736 |
| Operating services | 451,758 | 173,984 | 625,742 |
| Operating supplies | 76,850 | 36,299 | 113,149 |
| Other costs | 28,540 | 72,317 | 100,857 |
| Utility assistance | - | 678,834 | 678,834 |
| Food costs | 856,065 | 21,029 | 877,094 |
| Full service contracts | - | 6,720 | 6,720 |
| Capital outlay | - | - | - |
| Grants to sub-recipients | 2,132,710 | 66,247 | 2,198,957 |
| | <u>5,221,623</u> | <u>1,549,339</u> | <u>6,770,962</u> |
| Total expenditures | | | |
| | <u>5,221,623</u> | <u>1,549,339</u> | <u>6,770,962</u> |
| Excess (deficiency) of revenues over expenditures | (115,559) | 34,514 | (81,045) |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | |
| Transfers out | (1,473,593) | (582,130) | (2,055,723) |
| Transfers in | 1,623,630 | 432,093 | 2,055,723 |
| | <u>150,037</u> | <u>(150,037)</u> | <u>-</u> |
| Total other financing sources (uses) | | | |
| | <u>150,037</u> | <u>(150,037)</u> | <u>-</u> |
| Net change in fund balances | 34,478 | (115,523) | (81,045) |
| Fund balance - beginning, as restated | 1,248,644 | 135,274 | 1,383,918 |
| Prior period adjustment | (116,108) | - | (116,108) |
| | <u>1,132,536</u> | <u>135,274</u> | <u>1,267,810</u> |
| Fund balance - beginning, as restated | | | |
| | <u>1,132,536</u> | <u>135,274</u> | <u>1,267,810</u> |
| Fund balance - ending | <u>\$ 1,167,014</u> | <u>\$ 19,751</u> | <u>\$ 1,186,768</u> |

See accompanying NOTES TO THE FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING
 RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2023

| | | |
|--|----|----------|
| Net change in fund balances - total governmental funds | \$ | (81,045) |
|--|----|----------|

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

Governmental funds report capital outlays as expenditures, However
in the statement of activities the cost of those assets is allocated
over their estimated useful lives and reported as depreciation expense.

This is the amount by which capital outlays exceeded depreciation
expense in the current period.

(13,127)

| | | |
|---|----|-----------------|
| Change in net position of governmental activities | \$ | <u>(94,172)</u> |
|---|----|-----------------|

See accompanying NOTES TO THE FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The mission of New Orleans Council on Aging, Inc. (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 Orleans 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; to provide for a 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 when requested to do so; to coordinate and monitor services of other local agencies serving the aging people of the parish; and to assist and cooperate with the Governor's Office of Elderly Affairs (GOEA), 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.

Specific services provided by the Council to the elderly residents of Orleans Parish include providing congregate and home delivered meals, nutritional education, personal care, information and assistance, outreach, material aid, home repairs, utility assistance, homemakers, recreation, legal assistance, disease prevention and health promotion.

Financial 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. However, before the Council on Aging could begin operations in a specific parish, its application or a charter must be obtained and be approved by the Governor's Office of Elderly Affairs pursuant to LA R.S. 46:1602. The functions of each Council on Aging in Louisiana must comply with the objectives of state laws and are governed by the policies and regulations established by GOEA.

The Board of Directors shall be composed of no less than eleven (11) members, and no more than twenty- one (21). At present, there are sixteen (16) members. They are elected for terms of three (3) years, with approximately one-third (1/3) elected each year. Members of the Board are elected by secret ballot by the general membership of the New Orleans Council on Aging, Inc. The Board members shall reside in Orleans parish throughout their tenure.

Membership in the Council is open at all times, without restriction, to all residents of Orleans 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 New Orleans Council on Aging, Inc. is not a component unit of another primary government nor does it have any component units that are related to it.

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Financial Reporting Entity (Continued)

In addition, based on the criteria set forth in GASB Codification Section 2100, the Council has presented its financial statements as a primary government, because it is a special- purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state and local governments. As used in GASB Statement 14, the term fiscally independent means that the Council may, without approval or consent of another governmental entity, determine or modify its own budget, and set its own rates or charges. As previously mentioned, GOEA establishes the policies and regulations that all Councils must follow. Included in its policies is a provision that the Council's budget be approved by GOEA. However, this approval process is part of GOEA's general oversight responsibility for the Council and is more ministerial or compliance oriented than substantive. Accordingly, the Council is viewed as being fiscally independent for purposes of applying the reporting entity criteria of GASB Statement 14.

Basis of Presentation

The accompanying basic financial statements of the Council have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, issued in June 1999, as amended by GASB Statement No. 63 in June 2011.

Basic Financial Statements – Government-Wide Statements

The Council's basic financial statements include both Government-Wide (reporting the Council as a Whole) and fund financial statements (reporting the Council's major 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 been classified as governmental activities. The Council does not have any business-type activities, fiduciary funds, or any component units that are fiduciary in nature.

In the Government-Wide Statement of Net Position, the governmental type activities column is presented on a consolidated basis and is reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations, if any. The Council's net position is reported in three parts - investment in capital assets, restricted assets; and unrestricted assets. Investment in capital assets, are presented net of accumulated depreciation. Restricted assets consist of assets with constraints placed on the use either by (1) external groups such as creditors, granters, contributors, or laws or regulations of other governments; or (2)law through constitutional provisions or enabling legislation. Unrestricted assets include all other assets that do not meet the definition of "restricted" or "invested in capital assets."

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basic Financial Statements – Government-Wide Statements (Continued)

The Council's policy is to use restricted resources first to finance its activities, except for nutrition services. When providing nutrition services, revenues earned by the Council under its NSIP Cash In Lieu of Commodities contract with GOEA can only be used to pay for the raw food component of each meal that is bought and served to a person eligible to receive a meal under one of the nutrition programs. The Council's management has discretion as to how and when to use the NSIP Cash In Lieu of Commodities revenues when paying for nutrition program costs. Quite often unrestricted resources are available for use that must be consumed, or they will have to be returned to GOEA. In such cases it is better for management to elect to apply and consume the unrestricted resources before using the restricted resources. As a result, the Council will depart from its usual policy of using restricted resources first.

The Government-Wide Statement of Activities reports both the gross revenue and net revenue of each of the Council's functions and significant programs. Many functions and programs are supported by general government revenues like intergovernmental revenues, and unrestricted investment income, particularly, if the function or program has a net cost. 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 grants. The Council did not receive any capital-specific grants this year.

The Council allocated its indirect costs among various functions and programs in accordance with 2CFR part 200. GOEA provides grant funds to help the Council pay for a portion of its indirect costs. As a result, only the indirect costs in excess of the GOEA funds are allocated to the Council's other functions and programs.

The Government-Wide Statements focus upon the Council's ability to sustain operations and the change in its net position resulting from the current year's activities.

Fund Financial Statements

The financial transactions of the Council are reported in individual funds in the Fund Financial Statements. 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. 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.

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Financial Statements (Continued)

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 ten percent (10%) of the corresponding total for all funds of that category or type.

Governmental fund equity is named "Fund Balance." Fund balance is further classified as reserved and unreserved, with unreserved being further split into designated and undesignated. Reserved means that the fund balance is not available for expenditure because resources have already been expended (but not consumed), or a legal restriction has been placed on certain assets that makes them only available to meet future obligations. Designated fund balances result when management tentatively sets aside or earmarks certain resources to expend in a designated manner. In contrast to reserved fund balances, designated amounts can be changed at the discretion of management.

The Council reports the following major governmental funds:

General Fund - The General Fund is the primary operating fund of the Council. It accounts for all the financial resources except those that are required to be accounted for in other funds.

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

The Council has established several special revenue funds. The following is a brief description of each special revenue fund's purpose:

Major Special Revenue Funds

The General Fund is the primary operating fund of the Council. It accounts for all financial resources of the Council, except those required to be accounted for in another fund.

The Title III C-1 Fund (Congregate Meals Program) is used to account for federal funds that are used to provide nutritional, congregate meals to the elderly at meal sites located in Orleans Parish.

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Financial Statements (Continued)

The Title III C-2 Fund (Home Delivered Meals Program) is used to account for federal funds that are used to provide nutritional meals to homebound older persons.

The Title III B Fund (Supportive Services) is used to account for federal funds, which are used to provide various units of supportive social services to the elderly.

The N.S.I.P. Cash in Lieu of Commodities Fund is used to account for the administration of the nutrition programs for the elderly. The federal funds are provided by the United States Department of Agriculture through the Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Council. The primary purpose of the NSIP reimbursement is to provide money to the Council so that food and commodities may be purchased to supplement nutrition programs.

The Supplemental Senior Center Fund and Supplemental Senior Center Program 2 were established to account for funds that were appropriated by the Louisiana Legislature for the various Councils on aging throughout Louisiana to supplement each Council's primary grant for senior center operations and activities.

The Senior Center Program is used to account for the administration of Senior Center program funds appropriated by the Louisiana Legislature to the Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Council. This program provides community service centers at which older persons receive supportive services and participate in activities which foster their independence, enhance their dignity, and encourage their involvement in and with the community. The Council operates three senior centers in Orleans Parish, Louisiana. The other ten (10) senior centers are contracted by the Council with other non-profit organizations operating senior centers in Orleans Parish.

The Parish Council on Aging is a State Legislative Fund that was established to account for funds that were appropriated by the Louisiana Legislature to provide support to various senior centers and the operation of the Council.

Non-Major Special Revenue Funds

The Title III C -1 Area Agency Administration Fund is used to account for a portion of the indirect costs of administering the Council's programs. Each fiscal year, GOEA provides the Council with funds to help pay for the costs of administering the Council's special programs for the elderly. The amount of funding is not enough to pay for all the indirect costs. As a result, the Council will allocate its indirect costs to this fund first. Once the GOEA funds are completely used, any indirect costs, in excess of the funds provided by GOEA, are distributed to other funds and programs using a formula based on the percentage that each program's direct costs bear to the direct costs for all programs.

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Financial Statements (Continued)

The Audit Funds are used to account for funds received from the Governor's Office of Elderly Affairs that are restricted to use as a supplement to pay for the cost of having an annual audit of the Council's financial statements. The cost allocated to this fund is equal to the GOEA supplement.

Administrative Seed Funds are received by the Council to offset administrative costs of developing innovative programs for the elderly.

The Meals on Wheels are used to account for funds to provide home delivered meals to homebound elderly persons through restricted contributions from a non-profit organization.

The Retired Senior Volunteer Program Fund is used to account for Federal funds which are provided directly by the Corporation for National and Community Service (CNCS), and State funds which are provided directly by the Louisiana Governor's Office of Elderly Affairs to pay for expenses incurred by senior citizens, age fifty-five (55) and over, who have volunteered their time to assist non-profit and government entities in the parish.

Community Development Block Grant Fund is used to account for federal funds which are used to provide support to various senior centers for its operations and activities.

The Senior Companion Fund is used to account for federal funds which are provided directly by the Corporation for National and Community Service (CNCS) and State funds which are provided directly by the Louisiana Governor's Office of Elderly Affairs to pay for expenses incurred by low-income senior citizens, age sixty (60) and over, who have volunteered their time to provide individual care and assistance to primarily the frail, elderly persons who are home bound.

The III - E Caregiver Fund accounts for funds relating to the National Family Caregiver Support Program. The National Family Caregiver Support program is designed to provide multifaceted systems of support services for family caregivers and for grandparents or older individuals who are relative caregivers. This program targets older, low-income individuals. Specific types of services that can be provided by this program include: Adult Day Care, Adult Health Care, Material Aid, Case Management, Personal Care, Counseling, Support Groups, Respite Care, Sitter Service, and Information and Assistance. Eligible participants include (1) adult family members, or another adult person, who provides uncompensated in-home and community care to an older person who needs supportive services or (2) grandparents, or a person sixty-one (61) years of age or older, who is related to a child by blood or marriage and (1) lives with the child, (2) is the primary caregiver, and (3) has a legal relationship to the child or is raising the child informally.

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Financial Statements (Continued)

The Title III- D Preventive Health Fund is used to account for funds used for disease prevention and health promotion activities or services, such as (1) equipment and material (scales to weigh people, educational materials, and exercise equipment), (2) home injury control, (3) medication management, (4) mental health, and (5) nutrition (assessment/screening, counseling, and education). The law directs the state agency administering this program to "give priority to areas of the state which are medically underserved and in which there are a large number of older individuals who have the greatest economic and social need."

Senior Rx Program is a senior drug program to assist the elderly in the City of New Orleans. Supplemental funding was also provided by Medicare Improvements for Patients and Providers Act (MIPPA).

Power to Care Fund is used to account for the administration of the program sponsored by Entergy. Entergy collects contributions from service customers and remits these funds to the New Orleans Council on Aging, Inc. so that it can provide assistance to the elderly and disabled living in Orleans Parish for the payment of their electric bills.

MIPPA Fund is used to provide support services for Medicare eligible individuals in the New Orleans Area.

COVID -19 funds are funds from the Governor's Office of Elderly Affairs to assist the organization in delivering emergency meals to individuals affected by COVID - 19.

The SHIPP Program is to develop a volunteer network and build a coalition of professionals to help serve the Medicare beneficiaries in Orleans Parish.

United Way funds are used for general expenditures and additional utility assistance.

Measurement Focus/Basis of Accounting

Accrual Basis – Government-wide Financial Statements

The Statement of Net Assets and the Statement of Activities display information about the Council as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed).

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Modified Accrual Basis - Fund Financial Statements

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. 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. The Council considers all revenues "available" if they are collected within sixty (60) days after year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that claims, and judgments are recorded as expenditures when paid with expendable available financial resources.

Interfund Activity

Interfund activity consists of transfers between funds and represent a permanent reallocation of resources between funds. Transfers between funds are netted against one another as part of the reconciliation of the change in fund balances in the fund financial statements to the change in net position in the Government-Wide Financial Statements.

Fair Value of Financial Instruments

Cash, cash equivalents, and temporary investments carrying amounts reported in the statement of net position approximate fair value because of the short maturities of those investments.

Capital Assets

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. Capital assets are long-lived assets that have been purchased or acquired with an original cost of at least \$5,000, and that 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. In contrast, in the Fund Financial Statements, capital assets are recorded as expenditures of the fund that provided the resources to acquire the assets. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, it is recorded at its estimated fair market value at the date of donation.

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. Using this guideline, the estimated useful lives of the various classes of depreciable capital assets are 30 years for Buildings and 10 years for Vehicles.

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Accrued 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. 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.

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 expenses of the Administration function. GOEA provides funds to partially subsidize the Council's Administration function. The unsubsidized net cost of the Administration function is allocated using a formula that is 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 cost allocations according to their grant or contract limitations.

Management's Use of Estimates

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

Eliminations and Reclassifications

In the process of aggregating data for the Statement of Net Position and the Statement of Activities, some amounts reported as interfund activity and balances in the funds were eliminated. However, interfund receivables and payables are presented in the balance sheets of the governmental funds.

Restricted Assets

Restricted assets are reported in the Statement of Net Position when constraints are placed on their use, as follows.

Grant revenue from:

| | |
|---|-------------------|
| GOEA for nutrition services | \$ 127,074 |
| State of Louisiana for administrative purposes | 1,000 |
| Senior Companion Program and Retired Senior Volunteer Program | 6,728 |
| Power to Care | <u>117,372</u> |
| Total | <u>\$ 252,174</u> |

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Equity Classifications

In 2019, the Council implemented the requirements of Government Accounting Standards Board (GASB) Statement No. 54-Fund Balance Reporting and Governmental Fund-Type Definitions. In accordance with this statement, in the fund financial statements, fund balances of the governmental fund types are now categorized into one of five categories - Non-spendable, Restricted, Committed, Assigned, or Unassigned.

The classification of the fund balances are as follows:

1. *Non-spendable* - 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.
2. *Restricted* - This classification includes amounts for which constraints have been placed on the use of resources are either:
 - a. Externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments; or
 - b. Imposed by law through constitutional provisions or enabling legislation.
3. *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 year-end.
4. *Assigned* - This classification includes spendable amounts that are reported in governmental funds, other than the General fund, that are neither restricted nor committed, and amounts in the General Fund that are intended to be used for a specific purpose in accordance with the provisions of GASB Statement No. 54. The intent of an assigned fund balance should be expressed by either the Council's board of directors, or a subordinate high-level body, such as a finance committee, or an official, such as the executive director, that has the authority to assign amounts to be used for specific purpose. The Council did not have any assigned resources as of the year end.
5. *Unassigned* - This classification is the residual fund balance for the General Fund. It also represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund.

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Equity Classifications (Continued)

When fund balance resources are available for a specific purpose in multiple classifications, the Council would use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed. However, it reserves the right to selectively spend unassigned resources first and to defer the use of other classified funds.

Revenue Recognition

For financial reporting, the General Fund, Title III B Supportive Services Program, Title III (C1) Congregate Meal Program, Title III (C2) Home Delivered Meals Programs, Title III D - Preventive Health, Title III E - Caregiver Program, State funded Senior Center Programs, Senior Rx Program, Parish Council on Aging- Line item and State Funds recognize revenue on a pro-rata basis of its approved budget. Retired Senior Volunteer Program (RSVP), Senior Companion Program (SCP), Power to Care, and Community Development Block Grant recognize revenue as received.

Intergovernmental grant revenues are recorded in governmental funds as revenues in the accounting period when they become susceptible to accrual, that is measurable and available (modified accrual basis). Intergovernmental grants do not allow the Council to recognize revenue under the grant award until actual costs are incurred or units of service are provided. Senior Center, Senior Rx, Title IIIB, C-1, C-2, D and E funds are received as a monthly allocation of the total grant in advance of the actual expenditures but are not susceptible to accrual as revenue until the actual expenditures are made. Retired Senior Volunteer Program, Senior Companion, Community Development Block Grant are also recognized as revenue once the related cost has been incurred, and the grant reimbursement is measurable and available.

NSIP Cash In Lieu of Commodities program funds are earned and become susceptible to accrual based upon the number of units provided to program participants and are recorded as revenues at that time.

The Council encourages and receives contributions from clients to help offset the costs of the Title C-1 and C-2 programs. Utility assistance funds are provided from public donations sponsored by Entergy, Inc. The timing and amounts of the receipts of public support and miscellaneous revenues are difficult to predict, therefore, they are not susceptible to accrual and are recorded as revenue in the period received.

Budgets

The Council is required by state law to adopt annual budgets for the General Fund and Special Revenue Funds. Each budget is presented on the accrual basis of accounting.

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(1) NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Post-Employment Health Care

Governmental Accounting Standards Board (GASB) 45, requires that post employment health care benefits be actuarially determined and accrued if such benefits are provided. New Orleans Council on Aging, Inc. does not offer health care to its retirees. Accordingly, no accrual is necessary for the year ended June 30, 2023.

Subsequent Events

Management has evaluated subsequent events through March 28, 2024, which is the date the financial statements were available to be issued.

(2) CASH AND CASH EQUIVALENTS

The Council's funds are required to be deposited and invested under the terms established by the Governor's Office of Elderly Affairs. The depository bank deposits for safekeeping and trust with the Council's third-party agent approved pledged securities in an amount sufficient to protect the Council funds on a day-to-day basis. The Council may at its own discretion, invest funds in time deposits and certificates of deposit at interest rates approximating United States Treasury Bill rates.

At June 30, 2023, the carrying amount of the Council's deposits was \$1,663,921. The amount exceeding federal depository insurance coverage amount. At June 30, 2023, \$2,017,144 was the coverage of the Federal Reserve pledge.

(3) CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended June 30, 2023 for the primary government are as follows:

Capital assets, not being depreciated:

| | Beginning Balance | Prior Period Adjustment | Additions | Disposals | Ending Balance |
|---|----------------------|-------------------------------|-----------|-----------|-------------------|
| Land | \$ 50,000 | \$ - | \$ - | \$ - | \$ 50,000 |
| Total Capital Assets not being Depreciated | <u>50,000</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>50,000</u> |

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(3) CAPITAL ASSETS (CONTINUED)

Capital assets, being depreciated:

| | <u>Beginning Balance</u> | <u>Prior Period Adjustment</u> | <u>Additions</u> | <u>Disposals</u> | <u>Ending Balance</u> |
|--|------------------------------|------------------------------------|--------------------|------------------|---------------------------|
| Buildings | \$238,000 | \$ - | \$ - | \$ - | \$238,000 |
| Construction work in progress | 39,410 | (39,410) | - | - | - |
| Vehicles and equipment | <u>55,165</u> | <u>(14,628)</u> | <u>-</u> | <u>-</u> | <u>40,537</u> |
| Total capital assets, being depreciated | <u>332,575</u> | <u>(54,038)</u> | <u>-</u> | <u>-</u> | <u>278,537</u> |
| Less: accumulated depreciation for | | | | | |
| Buildings | (27,766) | - | (7,933) | - | (35,699) |
| Vehicles | <u>(10,954)</u> | <u>-</u> | <u>(5,194)</u> | <u>-</u> | <u>(16,148)</u> |
| Total accumulated depreciation | <u>(38,720)</u> | <u>-</u> | <u>(13,127)</u> | <u>-</u> | <u>(51,847)</u> |
| Capital assets being depreciated, net | <u>293,855</u> | <u>(54,038)</u> | <u>(13,127)</u> | <u>-</u> | <u>226,690</u> |
| Capital assets, net | <u>\$ 343,855</u> | <u>\$ (54,038)</u> | <u>\$ (13,127)</u> | <u>-</u> | <u>\$ 276,690</u> |

Depreciation expense for the year ended June 30, 2023 was \$13,127.

A prior period adjustment was recorded to correct beginning balance fixed assets of \$54,038.

(4) LEASES

The rental expense for the administrative offices for the year ended June 30, 2023 totaled \$86,760, and are leased under an operating lease for three years beginning April 1, 2018 and ending March 31, 2021, at \$10,570 per month for the first 12 months and \$11,101 and \$11,653 for the second and third 12 month periods, respectfully. Currently the agreement is in a month-to-month basis.

The program offices for three senior centers are leased under a month-to-month operating lease. The rental expense for the senior centers totaled \$61,700 for the year ended June 30, 2023.

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(5) EMPLOYEE RETIREMENT PLAN

Effective July 1, 1990, the Council began providing retirement benefits to all of its employees through a defined contribution plan. In a defined contribution plan, benefits depend solely on amounts contributed to the plan, plus investment earnings. Employees are eligible to participate upon completion of one year of service and attainment of age 21. The formula for determining employer contributions is determined each Plan Year by a resolution of the Board of Directors. The Council's contribution for each employee is fully vested after five years of service. Voluntary employee contributions are permitted.

The Council made a 6% contribution, the same as in the prior year, on behalf of the Council's employees which totaled \$101,767.

(6) INCOME TAXES

The Council is exempt from corporate income taxes under Section 501(c)(3) of the Internal Revenue Code.

The Council has adopted the provision of FASB ASC 740-10-25, which requires a tax provision be recognized or derecognized based on a "more likely than not" threshold. This applies to a position taken or expected to be taken in a tax return. The Council does not believe its financial statements include any uncertain tax positions.

(7) BOARD OF DIRECTORS' COMPENSATION

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

(8) FEDERALLY ASSISTED PROGRAMS

The Council participates in a number of federally assisted programs. These programs are audited in accordance with the requirements of *Title 2 U.S. Code of Federal Regulations Par 200., Uniform Administrative Requirements*. Audits of prior years have not resulted in any disallowed costs; however, grantor agencies may provide for further examinations. Based on prior experience, the Council's management believes that further examinations would not result in any significant disallowed costs.

In accordance with the requirements of *Title 2 U.S. Code of Federal Regulations Par 200., Uniform Administrative Requirements*, and the Uniform Guidance, a schedule of federal awards is presented.

NEW ORLEANS COUNCIL ON AGING, INC
NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2023

(9) ECONOMIC DEPENDENCY

The Council received the majority of its revenue from funds provided through grants administered by the Louisiana Governor's Office of Elderly Affairs. The grant amounts are appropriated each year by the federal and state governments. If significant budget cuts are made at the federal and/or state level, the amount of funds the Council receives could be reduced significantly and have an adverse impact on its operations.

(10) NEW ACCOUNTING PRONOUNCEMENTS ADOPTED

The GASB issued Statement No. 96, *Subscription-Based Information Technology Arrangements*. The Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements for government end users. The Statement is effective for fiscal years beginning after June 15, 2022. The Statement did not have a material impact on the Council.

(11) NEW ACCOUNTING PRONOUNCEMENTS

The GASB has released Statement No. 101, *Compensated Absences (Statement 101)*, which replaces GASB Statement No. 16, *Accounting for Compensated Absences*. The Statement 101 requires liabilities for compensated absences to be recognized for: Leave that has not been used and leave that has been used but not yet paid in cash or settled through noncash means. Under the new Statement a liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered; (b) the leave has accumulated; and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. Leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits is not included in the compensated absences liability. The Statement also addresses the timing of the recognition of a liability for certain types of compensated absences, such as sabbatical leave, parental leave, military leave, jury duty leave and other specific types of compensated balances. The Statement is effective for fiscal years beginning after December 15, 2023.

(12) PRIOR PERIOD ADJUSTMENT

A prior period adjustment of \$170,140 was recorded. Of the adjustment \$54,038 was attributed to errors in the fixed asset listing. See Note 3 for details.

**REQUIRED SUPPLEMENTARY INFORMATION
OTHER THAN MANAGEMENT'S DISCUSSION
AND ANALYSIS**

NEW ORLEANS COUNCIL ON AGING, INC.
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - BUDGET TO ACTUAL
FOR THE YEAR ENDED JUNE 30, 2023

| | <u>Final Budget</u> | <u>Actual Amounts GAAP Basis</u> | <u>Variance Favorable (Unfavorable)</u> |
|---|-------------------------|--|---|
| <u>REVENUES:</u> | | | |
| Intergovernmental: | | | |
| Governor's Office of Elderly Affairs | \$ 200,000 | \$ 202,450 | \$ 2,450 |
| City of New Orleans | 1,415,000 | 1,415,854 | 854 |
| Participant contributions | - | 316 | 316 |
| Interest income | - | 3,201 | 3,201 |
| Contributions | - | 7,066 | 7,066 |
| Special revenue taxes | - | - | - |
| Other income | - | 36,621 | 36,621 |
| | <u>1,615,000</u> | <u>1,665,508</u> | <u>50,508</u> |
| Total revenues | | | |
| | <u>1,615,000</u> | <u>1,665,508</u> | <u>50,508</u> |
| <u>EXPENDITURES:</u> | | | |
| Salaries | 220,000 | 559,522 | (339,522) |
| Fringe benefits | 73,970 | 97,166 | (23,196) |
| Travel | - | 24,203 | (24,203) |
| Operating services | 77,523 | 164,424 | (86,901) |
| Operating supplies | 16,568 | 51,379 | (34,811) |
| Other costs | 1,725 | 21,893 | (20,168) |
| Food costs | - | 362,385 | (362,385) |
| Full service contracts | 619,248 | 442,098 | 177,150 |
| Capital outlay | - | - | - |
| | <u>1,009,034</u> | <u>1,723,070</u> | <u>(714,036)</u> |
| Total | | | |
| | <u>1,009,034</u> | <u>1,723,070</u> | <u>(714,036)</u> |
| Excess (deficiency) of revenues over expenditures | 605,966 | (57,562) | (663,528) |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | |
| Transfers out | - | (575,969) | (575,969) |
| Transfers in | - | 668,007 | 668,007 |
| | <u>-</u> | <u>92,038</u> | <u>92,038</u> |
| Total other financing sources (uses) | | | |
| | <u>-</u> | <u>92,038</u> | <u>92,038</u> |
| Net change in fund balances | 605,966 | 34,476 | (571,490) |
| Fund balance - beginning | 951,427 | 1,005,462 | 54,035 |
| | <u>951,427</u> | <u>1,005,462</u> | <u>54,035</u> |
| Fund balance - ending | \$ 1,557,393 | \$ 1,039,938 | \$ (517,455) |
| | <u>\$ 1,557,393</u> | <u>\$ 1,039,938</u> | <u>\$ (517,455)</u> |

See independent auditors' report

NEW ORLEANS COUNCIL ON AGING, INC.
TITLE III C1 - CONGREGATE MEALS PROGRAM FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - BUDGET TO ACTUAL
FOR THE YEAR ENDED JUNE 30, 2023

| | Final Budget | Actual Amounts GAAP Basis | Variance Favorable (Unfavorable) |
|---|-----------------|---------------------------------|--|
| <u>REVENUES:</u> | | | |
| Intergovernmental: | | | |
| Governor's Office of Elderly Affairs | \$ 402,091 | \$ 355,172 | \$ (46,919) |
| City of New Orleans | - | - | - |
| Participant contributions | - | 7,568 | 7,568 |
| Interest income | - | - | - |
| Contributions | - | 50 | 50 |
| Special revenue taxes | - | - | - |
| Other income | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total revenues | <u>402,091</u> | <u>362,790</u> | <u>(39,301)</u> |
| <u>EXPENDITURES:</u> | | | |
| Salaries | 131,171 | 131,171 | - |
| Fringe benefits | 21,303 | 21,304 | (1) |
| Travel | 710 | 710 | - |
| Operating services | 51,824 | 51,824 | - |
| Operating supplies | 1,633 | 1,633 | - |
| Other costs | 450 | 450 | - |
| Food costs | 195,000 | 195,000 | - |
| Full service contracts | - | - | - |
| Capital outlay | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total | <u>402,091</u> | <u>402,092</u> | <u>(1)</u> |
| Excess (deficiency) of revenues over expenditures | <u>-</u> | <u>(39,302)</u> | <u>(39,302)</u> |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | |
| Transfers out | - | - | - |
| Transfers in | - | 39,302 | 39,302 |
| | <u>-</u> | <u>39,302</u> | <u>39,302</u> |
| Total other financing sources (uses) | <u>-</u> | <u>39,302</u> | <u>39,302</u> |
| Net change in fund balances | - | - | - |
| Fund balance - beginning | - | - | - |
| Fund balance - ending | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

See independent auditors' report

NEW ORLEANS COUNCIL ON AGING, INC.
TITLE III C2 - HOME DELIVERED MEALS PROGRAM FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - BUDGET TO ACTUAL
FOR THE YEAR ENDED JUNE 30, 2023

| | <u>Final Budget</u> | <u>Actual Amounts GAAP Basis</u> | <u>Variance Favorable (Unfavorable)</u> |
|---|-------------------------|--|---|
| <u>REVENUES:</u> | | | |
| Intergovernmental: | | | |
| Governor's Office of Elderly Affairs | \$ 757,477 | \$ 611,991 | \$ (145,486) |
| City of New Orleans | - | - | - |
| Participant contributions | - | - | - |
| Interest income | - | - | - |
| Contributions | - | - | - |
| Special revenue taxes | - | - | - |
| Other income | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total revenues | <u>757,477</u> | <u>611,991</u> | <u>(145,486)</u> |
| <u>EXPENDITURES:</u> | | | |
| Salaries | 267,879 | 267,879 | - |
| Fringe benefits | 47,478 | 47,477 | 1 |
| Travel | 39,337 | 39,337 | - |
| Operating services | 97,627 | 97,627 | - |
| Operating supplies | 6,477 | 6,477 | - |
| Other costs | - | - | - |
| Food costs | 298,680 | 298,680 | - |
| Full service contracts | - | - | - |
| Capital outlay | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total | <u>757,478</u> | <u>757,477</u> | <u>1</u> |
| Excess (deficiency) of revenues over expenditures | <u>(1)</u> | <u>(145,486)</u> | <u>(145,485)</u> |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | |
| Transfers out | - | - | - |
| Transfers in | - | 145,486 | 145,486 |
| | <u>-</u> | <u>145,486</u> | <u>145,486</u> |
| Total other financing sources (uses) | <u>-</u> | <u>145,486</u> | <u>145,486</u> |
| Net change in fund balances | (1) | - | 1 |
| Fund balance - beginning | - | - | - |
| Fund balance - ending | <u>\$ (1)</u> | <u>\$ -</u> | <u>\$ 1</u> |

See independent auditors' report

NEW ORLEANS COUNCIL ON AGING, INC.
TITLE III B - SUPPORTIVE SERVICE FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - BUDGET TO ACTUAL
FOR THE YEAR ENDED JUNE 30, 2023

| | <u>Final Budget</u> | <u>Actual Amounts GAAP Basis</u> | <u>Variance Favorable (Unfavorable)</u> |
|---|-------------------------|--|---|
| <u>REVENUES:</u> | | | |
| Intergovernmental: | | | |
| Governor's Office of Elderly Affairs | \$ 435,404 | \$ 452,644 | \$ 17,240 |
| City of New Orleans | - | - | - |
| Participant contributions | - | - | - |
| Interest income | - | - | - |
| Contributions | - | - | - |
| Special revenue taxes | - | - | - |
| Other income | - | (1,700) | (1,700) |
| | <u>-</u> | <u>(1,700)</u> | <u>(1,700)</u> |
| Total revenues | <u>435,404</u> | <u>450,944</u> | <u>15,540</u> |
| <u>EXPENDITURES:</u> | | | |
| Salaries | 261,016 | 261,016 | - |
| Fringe benefits | 46,428 | 46,428 | - |
| Travel | 38,246 | 38,246 | - |
| Operating services | 68,631 | 73,106 | (4,475) |
| Operating supplies | 1,783 | 1,783 | - |
| Other costs | - | - | - |
| Food costs | - | - | - |
| Full service contracts | 19,300 | 19,300 | - |
| Capital outlay | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total | <u>435,404</u> | <u>439,879</u> | <u>(4,475)</u> |
| Excess (deficiency) of revenues over expenditures | <u>-</u> | <u>11,065</u> | <u>11,065</u> |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | |
| Transfers out | - | (206,368) | (206,368) |
| Transfers in | - | 195,303 | 195,303 |
| | <u>-</u> | <u>195,303</u> | <u>195,303</u> |
| Total other financing sources (uses) | <u>-</u> | <u>(11,065)</u> | <u>(11,065)</u> |
| Net change in fund balances | - | - | - |
| Fund balance - beginning | - | - | - |
| Fund balance - ending | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

See independent auditors' report

NEW ORLEANS COUNCIL ON AGING, INC.
NSIP CASH IN LIEU OF COMMODITIES FUND
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - BUDGET TO ACTUAL
FOR THE YEAR ENDED JUNE 30, 2023

| | <u>Final Budget</u> | <u>Actual Amounts GAAP Basis</u> | <u>Variance Favorable (Unfavorable)</u> |
|---|-------------------------|--|---|
| <u>REVENUES:</u> | | | |
| Intergovernmental: | | | |
| Governor's Office of Elderly Affairs | \$ - | \$ 108,532 | \$ 108,532 |
| City of New Orleans | - | - | - |
| Participant contributions | - | - | - |
| Interest income | - | - | - |
| Contributions | - | - | - |
| Special revenue taxes | - | - | - |
| Other income | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total revenues | <u>-</u> | <u>108,532</u> | <u>108,532</u> |
| <u>EXPENDITURES:</u> | | | |
| Salaries | - | - | - |
| Fringe benefits | - | - | - |
| Travel | - | - | - |
| Operating services | - | - | - |
| Operating supplies | - | - | - |
| Other costs | - | - | - |
| Food costs | - | - | - |
| Full service contracts | - | - | - |
| Capital outlay | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total | <u>-</u> | <u>-</u> | <u>-</u> |
| Excess (deficiency) of revenues over expenditures | <u>-</u> | <u>108,532</u> | <u>108,532</u> |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | |
| Transfers out | - | (108,532) | (108,532) |
| Transfers in | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total other financing sources (uses) | <u>-</u> | <u>(108,532)</u> | <u>(108,532)</u> |
| Net change in fund balances | - | - | - |
| Fund balance - beginning | <u>127,074</u> | <u>127,074</u> | <u>-</u> |
| Fund balance - ending | <u>\$ 127,074</u> | <u>\$ 127,074</u> | <u>\$ -</u> |

See independent auditors' report

NEW ORLEANS COUNCIL ON AGING, INC.
CITY OF NEW ORLEANS - CDBG PROGRAM
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - BUDGET TO ACTUAL
FOR THE YEAR ENDED JUNE 30, 2023

| | <u>Final Budget</u> | <u>Actual Amounts GAAP Basis</u> | <u>Variance Favorable (Unfavorable)</u> |
|---|-------------------------|--|---|
| <u>REVENUES:</u> | | | |
| Intergovernmental: | | | |
| Governor's Office of Elderly Affairs | \$ - | \$ - | \$ - |
| City of New Orleans | 694,177 | 694,177 | - |
| Participant contributions | - | - | - |
| Interest income | - | - | - |
| Contributions | - | - | - |
| Special revenue taxes | - | - | - |
| Other income | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total revenues | 694,177 | 694,177 | - |
| <u>EXPENDITURES:</u> | | | |
| Salaries | 10,981 | 10,278 | 703 |
| Fringe benefits | 842 | 786 | 56 |
| Travel | - | - | - |
| Operating services | - | 24,624 | (24,624) |
| Operating supplies | - | - | - |
| Other costs | - | - | - |
| Food costs | - | - | - |
| Full service contracts | 682,354 | 603,951 | 78,403 |
| Capital outlay | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total | 694,177 | 639,639 | 54,538 |
| Excess (deficiency) of revenues over expenditures | <u>-</u> | <u>54,538</u> | <u>54,538</u> |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | |
| Transfers out | - | (54,538) | (54,538) |
| Transfers in | <u>-</u> | <u>-</u> | <u>-</u> |
| Total other financing sources (uses) | <u>-</u> | <u>(54,538)</u> | <u>(54,538)</u> |
| Net change in fund balances | - | - | - |
| Fund balance - beginning | <u>-</u> | <u>-</u> | <u>-</u> |
| Fund balance - ending | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

See independent auditors' report

NEW ORLEANS COUNCIL ON AGING, INC.
SENIOR CENTER PROGRAMS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - BUDGET TO ACTUAL
FOR THE YEAR ENDED JUNE 30, 2023

| | Final Budget | Actual Amounts GAAP Basis | Variance Favorable (Unfavorable) |
|---|-----------------|---------------------------------|--|
| <u>REVENUES:</u> | | | |
| Intergovernmental: | | | |
| Governor's Office of Elderly Affairs | \$ 912,121 | \$ 912,122 | \$ 1 |
| City of New Orleans | - | - | - |
| Participant contributions | - | - | - |
| Interest income | - | - | - |
| Contributions | - | - | - |
| Special revenue taxes | - | - | - |
| Other income | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total revenues | <u>912,121</u> | <u>912,122</u> | <u>1</u> |
| <u>EXPENDITURES:</u> | | | |
| Salaries | - | 79,907 | (79,907) |
| Fringe benefits | - | 34,444 | (34,444) |
| Travel | - | 15,826 | (15,826) |
| Operating services | - | 40,153 | (40,153) |
| Operating supplies | - | 15,578 | (15,578) |
| Other costs | - | 6,197 | (6,197) |
| Food costs | - | - | - |
| Full service contracts | 912,121 | 837,361 | 74,760 |
| Capital outlay | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total | <u>912,121</u> | <u>1,029,466</u> | <u>(117,345)</u> |
| Excess (deficiency) of revenues over expenditures | <u>-</u> | <u>(117,344)</u> | <u>(117,344)</u> |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | |
| Transfers out | - | (74,761) | (74,761) |
| Transfers in | - | 192,107 | 192,107 |
| | <u>-</u> | <u>117,346</u> | <u>117,346</u> |
| Total other financing sources (uses) | <u>-</u> | <u>117,346</u> | <u>117,346</u> |
| Net change in fund balances | - | 2 | 2 |
| Fund balance - beginning | - | - | - |
| Fund balance - ending | <u>\$ -</u> | <u>\$ 2</u> | <u>\$ 2</u> |

Note: The actual amounts for the year ended June 30, 2023 include the Senior Center Program and Supplemental Senior Center Program 2.

See independent auditors' report

NEW ORLEANS COUNCIL ON AGING, INC.
STATE LEGISLATIVE FUNDS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCE - BUDGET TO ACTUAL
FOR THE YEAR ENDED JUNE 30, 2023

| | <u>Final Budget</u> | <u>Actual Amounts GAAP Basis</u> | <u>Variance Favorable (Unfavorable)</u> |
|---|-------------------------|--|---|
| <u>REVENUES:</u> | | | |
| Intergovernmental: | | | |
| Governor's Office of Elderly Affairs | \$ - | \$ 300,000 | \$ 300,000 |
| City of New Orleans | - | - | - |
| Participant contributions | - | - | - |
| Interest income | - | - | - |
| Contributions | - | - | - |
| Special revenue taxes | - | - | - |
| Other income | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total revenues | <u>-</u> | <u>300,000</u> | <u>300,000</u> |
| <u>EXPENDITURES:</u> | | | |
| Salaries | - | - | - |
| Fringe benefits | - | - | - |
| Travel | - | - | - |
| Operating services | - | - | - |
| Operating supplies | - | - | - |
| Other costs | - | - | - |
| Food costs | - | - | - |
| Full service contracts | - | 230,000 | (230,000) |
| Capital outlay | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total | <u>-</u> | <u>230,000</u> | <u>(230,000)</u> |
| Excess (deficiency) of revenues over expenditures | <u>-</u> | <u>70,000</u> | <u>70,000</u> |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | |
| Transfers out | - | (70,000) | (70,000) |
| Transfers in | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |
| Total other financing sources (uses) | <u>-</u> | <u>(70,000)</u> | <u>(70,000)</u> |
| Net change in fund balances | - | - | - |
| Fund balance - beginning | - | - | - |
| Fund balance - ending | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

See independent auditors' report

OTHER SUPPLEMENTARY INFORMATION

NEW ORLEANS COUNCIL ON AGING, INC.
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - MAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2023

| | General | Title III (C1) | Title III (C2) Home Delivered Meals Program | Title III B Supportive Services | NSIP Cash In Lieu of Commodities |
|---|----------------|-----------------------|--|--|---|
| <u>REVENUES:</u> | | | | | |
| Intergovernmental: | | | | | |
| Governor's Office of Elderly Affairs | \$ 202,450 | \$ 355,172 | \$ 611,991 | \$ 452,644 | \$ 108,532 |
| City of New Orleans | 1,415,854 | - | - | - | - |
| Participant contributions | 316 | 7,568 | - | - | - |
| Interest income | 3,201 | - | - | - | - |
| Contributions | 7,066 | 50 | - | - | - |
| Special revenue taxes | - | - | - | - | - |
| Other income | 36,621 | - | - | (1,700) | - |
| Total revenues | 1,665,508 | 362,790 | 611,991 | 450,944 | 108,532 |
| <u>EXPENDITURES:</u> | | | | | |
| Salaries | 559,522 | 131,171 | 267,879 | 261,016 | - |
| Fringe benefits | 97,166 | 21,304 | 47,477 | 46,428 | - |
| Travel | 24,203 | 710 | 39,337 | 38,246 | - |
| Operating services | 164,424 | 51,824 | 97,627 | 73,106 | - |
| Operating supplies | 51,379 | 1,633 | 6,477 | 1,783 | - |
| Other costs | 21,893 | 450 | - | - | - |
| Utility assistance | - | - | - | - | - |
| Food costs | 362,385 | 195,000 | 298,680 | - | - |
| Full service contracts | - | - | - | - | - |
| Capital outlay | - | - | - | - | - |
| Sub-total | 1,280,972 | 402,092 | 757,477 | 420,579 | - |
| <u>GRANTS TO SUBRECIPIENTS:</u> | | | | | |
| Advocacy Center, Inc. | - | - | - | 19,300 | - |
| Central City Economic Opportunity Corporation | | | | | |
| aba Central City Senior Center | 22,199 | - | - | - | - |
| Carrollton Hollygrove Senior Center | 3,500 | - | - | - | - |
| Kingsley House, Inc. dba Kingsley House Adult | | | | | |
| Service Center | 34,611 | - | - | - | - |
| Mercy Endeavors | 17,250 | - | - | - | - |
| Authur Monday Senior Center | 3,500 | - | - | - | - |
| Lower Algiers, Inc. dba Lower Algiers Senior Center | 24,250 | - | - | - | - |
| Uptown Area Senior Audit Ministry, Inc. dba | | | | | |
| Uptown Shepherd Senior Center | 23,110 | - | - | - | - |
| 12th Ward Save Our Community Organization dba | | | | | |
| Milan-Broadmoor Senior Center | 30,123 | - | - | - | - |
| Pontchartrain Community Center | 3,500 | - | - | - | - |
| RIA Ministries- Lower Nine | 67,384 | - | - | - | - |
| RIA Ministries- New Orleans East | 67,267 | - | - | - | - |
| Lakeview-Area Senior Audit Ministry, Inc. | 40,386 | - | - | - | - |
| Treme Community Education Program, Inc. dba | | | | | |
| Treme-Harmony House Senior Center | 46,351 | - | - | - | - |
| Gentilly Senior Center, Inc. | 58,667 | - | - | - | - |
| Total grants to subrecipients | 442,098 | - | - | 19,300 | - |
| Total expenditures | 1,723,070 | 402,092 | 757,477 | 439,879 | - |
| Excess (deficiency) of revenues over expenditures | (57,562) | (39,302) | (145,486) | 11,065 | 108,532 |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | | | |
| Transfers out | (575,969) | - | - | (206,368) | (108,532) |
| Transfers in | 668,007 | 39,302 | 145,486 | 195,303 | - |
| Total other financing sources (uses) | 92,038 | 39,302 | 145,486 | (11,065) | (108,532) |
| Net change in fund balances | 34,476 | - | - | - | - |
| Fund balance- beginning | 1,121,570 | - | - | - | 127,074 |
| Prior period adjustment | (116,108) | - | - | - | - |
| Fund balance - beginning, as restated | 1,005,462 | - | - | - | 127,074 |
| Fund balance - ending | \$ 1,039,938 | \$ - | \$ - | \$ - | \$ 127,074 |

See accompanying NOTES TO THE FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING, INC.
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - MAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2023

| | City of New Orleans CDBG | Senior Center Program | Supplemental Senior Center Program | Supplement Senior Center Program 2 | State Legislative Funds Senior | Total |
|---|--------------------------------|--------------------------|--|--|-----------------------------------|--------------|
| <u>REVENUES:</u> | | | | | | |
| Intergovernmental: | | | | | | |
| Governor's Office of Elderly Affairs | \$ - | \$ 453,936 | \$ 450,374 | \$ 7,812 | \$ 300,000 | \$ 2,942,911 |
| City of New Orleans | 694,177 | - | - | - | - | 2,110,031 |
| Participant contributions | - | - | - | - | - | 7,884 |
| Interest income | - | - | - | - | - | 3,201 |
| Contributions | - | - | - | - | - | 7,116 |
| Special revenue taxes | - | - | - | - | - | - |
| Other income | - | - | - | - | - | 34,921 |
| Total revenues | 694,177 | 453,936 | 450,374 | 7,812 | 300,000 | 5,106,064 |
| <u>EXPENDITURES:</u> | | | | | | |
| Salaries | 10,278 | 79,907 | - | - | - | 1,309,773 |
| Fringe benefits | 786 | 34,444 | - | - | - | 247,605 |
| Travel | - | 15,826 | - | - | - | 118,322 |
| Operating services | 24,624 | 40,153 | - | - | - | 451,758 |
| Operating supplies | - | 15,578 | - | - | - | 76,850 |
| Other costs | - | 6,197 | - | - | - | 28,540 |
| Utility assistance | - | - | - | - | - | - |
| Food costs | - | - | - | - | - | 856,065 |
| Full service contracts | - | - | - | - | - | - |
| Capital outlay | - | - | - | - | - | - |
| Sub-total | 35,688 | 192,105 | - | - | - | 3,088,913 |
| <u>GRANTS TO SUBRECIPIENTS:</u> | | | | | | |
| Advocacy Center, Inc. | - | - | - | - | - | 19,300 |
| Central City Economic Opprotunity Corporation | | | | | | |
| aba Central City Senior Center | 71,742 | 98,874 | - | - | - | 192,815 |
| Carrollton Hollygrove Senior Center | - | 10,266 | - | - | - | 13,766 |
| Kingsley House, Inc. dba Kingsley House Adult | | | | | | |
| Service Center | 7,998 | 66,441 | - | - | - | 109,050 |
| Mercy Endeavors | 69,403 | 39,052 | - | - | - | 125,705 |
| Authur Monday Senior Center | - | 94,077 | - | - | - | 97,577 |
| Lower Algiers, Inc. dba Lower Algiers Senior Center | 46,251 | 102,592 | - | - | - | 173,093 |
| Uptown Area Senior Audit Ministry, Inc. dba | | | | | | |
| Uptown Shepherd Senior Center | 55,797 | 82,431 | - | - | - | 161,338 |
| 12th Ward Save Our Community Organization dba | | | | | | |
| Milan-Broadmoor Senior Center | 14,886 | 95,548 | - | - | 30,000 | 170,557 |
| Pontchatrain Community Center | - | 73,796 | - | - | - | 77,296 |
| RIA Ministries- Lower Nine | 81,055 | 10,266 | - | - | 40,000 | 198,705 |
| RIA Ministries- New Orleans East | 80,202 | 10,266 | - | - | 40,000 | 197,735 |
| Lakeview-Area Senior Audit Ministry, Inc. | 103,551 | 10,266 | - | - | 40,000 | 194,203 |
| Treme Community Education Program, Inc. dba | | | | | | |
| Treme-Harmony House Senior Center | 63,566 | 64,859 | - | - | 40,000 | 214,776 |
| Gentilly Senior Center, Inc. | 9,500 | 78,627 | - | - | 40,000 | 186,794 |
| Total grants to subrecipients | 603,951 | 837,361 | - | - | 230,000 | 2,132,710 |
| Total expenditures | 639,639 | 1,029,466 | - | - | 230,000 | 5,221,623 |
| Excess (deficiency) of revenues over expenditures | 54,538 | (575,530) | 450,374 | 7,812 | 70,000 | (115,559) |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | | | | |
| Transfers out | (54,538) | - | (450,374) | (7,812) | (70,000) | (1,473,593) |
| Transfers in | - | 575,532 | - | - | - | 1,623,630 |
| Total other financing sources (uses) | (54,538) | 575,532 | (450,374) | (7,812) | (70,000) | 150,037 |
| Net change in fund balances | - | 2 | - | - | - | 34,478 |
| Fund balance - beginning | - | - | - | - | - | 1,248,644 |
| Prior period adjustment | - | - | - | - | - | (116,108) |
| Fund balance - beginning | - | - | - | - | - | 1,132,536 |
| Fund balance - ending | \$ - | \$ 2 | \$ - | \$ - | \$ - | \$ 1,167,014 |

See accompanying NOTES TO THE FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING, INC.
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - NON-MAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2023

| | MIPPA ADRC | Retired Senior Volunteer Program | Title III E Caregiver Program | Title III D Preventive Health | Senior RX Program |
|---|-------------------|---|--|--|------------------------------|
| <u>REVENUES:</u> | | | | | |
| Intergovernmental: | | | | | |
| Governor's Office of Elderly Affairs | \$ - | \$ - | \$ 148,674 | \$ 14,878 | \$ 99,298 |
| Corp. for Nat'l & Community Services | - | 110,113 | - | - | - |
| Participant contributions | - | - | - | - | - |
| Interest income | - | - | - | - | - |
| Contributions | - | - | - | - | - |
| Special revenue taxes | - | - | - | - | - |
| Other income | - | 64,383 | - | - | - |
| | | | | | |
| Total revenues | - | 174,496 | 148,674 | 14,878 | 99,298 |
| <u>EXPENDITURES:</u> | | | | | |
| Salaries | - | 71,411 | 70,161 | - | 64,000 |
| Fringe benefits | - | 21,795 | 16,862 | - | 8,736 |
| Travel | - | 2,879 | 428 | - | 2,406 |
| Operating services | - | 26,514 | 12,998 | - | 18,219 |
| Operating supplies | 2,496 | 400 | 3,416 | - | 5,937 |
| Other costs | - | 13,297 | - | 17,233 | - |
| Utility assistance | - | - | - | - | - |
| Food costs | - | 21,029 | - | - | - |
| Full service contracts | - | - | - | - | - |
| Capital outlay | - | - | - | - | - |
| | | | | | |
| Sub-total | 2,496 | 157,325 | 103,865 | 17,233 | 99,298 |
| <u>GRANTS TO SUBRECIPIENTS:</u> | | | | | |
| The Medical Team | - | - | 66,247 | - | - |
| | | | | | |
| Total grants to subrecipients | - | - | 66,247 | - | - |
| | | | | | |
| Total expenditures | 2,496 | 157,325 | 170,112 | 17,233 | 99,298 |
| Excess (deficiency) of revenues over expenditures | (2,496) | 17,171 | (21,438) | (2,355) | - |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | | | |
| Transfers out | - | - | (68,215) | - | - |
| Transfers in | 2,496 | - | 89,653 | 2,355 | - |
| | | | | | |
| Total other financing sources (uses) | 2,496 | - | 21,438 | 2,355 | - |
| Net change in fund balances | - | 17,171 | - | - | - |
| Fund balance - beginning | - | 6,729 | - | - | - |
| Fund balance - ending | \$ - | \$ 23,900 | \$ - | \$ - | \$ - |

See accompanying NOTES TO THE FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING, INC.
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - NON-MAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2023

| | Title III (C1) | Audit | Administrative | Meals on | No | MIPPA | LA Optamology |
|---|-----------------------|--------------|-----------------------|-----------------|-------------------|--------------|----------------------|
| | Administration | Fund | Seed Fund | Wheels | Wrong Door | AAA | Association |
| <u>REVENUES:</u> | | | | | | | |
| Intergovernmental: | | | | | | | |
| Governor's Office of Elderly Affairs | \$ 141,714 | \$ - | \$ - | \$ - | \$ 1,575 | \$ 3,250 | \$ 98,131 |
| Corp. for Nat'l & Community Services | - | - | - | - | - | - | - |
| Participant contributions | - | - | - | - | - | - | - |
| Interest income | - | - | - | - | - | - | - |
| Contributions | 105 | - | - | 5,900 | - | - | - |
| Special revenue taxes | - | - | - | - | - | - | - |
| Other income | - | - | - | 5,002 | - | - | - |
| Total revenues | 141,819 | - | - | 10,902 | 1,575 | 3,250 | 98,131 |
| <u>EXPENDITURES:</u> | | | | | | | |
| Salaries | 125,921 | - | - | - | - | - | 4,375 |
| Fringe benefits | 24,920 | - | - | - | - | - | 335 |
| Travel | 1,011 | - | - | - | - | - | - |
| Operating services | 73,862 | 40,900 | - | - | 216 | - | 1,275 |
| Operating supplies | 2,234 | - | - | - | 6,586 | - | 8,261 |
| Other costs | - | - | - | - | - | - | - |
| Utility assistance | - | - | - | - | - | - | - |
| Food costs | - | - | - | - | - | - | - |
| Full service contracts | - | - | - | - | - | - | - |
| Capital outlay | - | - | - | - | - | - | - |
| Sub-total | 227,948 | 40,900 | - | - | 6,802 | - | 14,246 |
| <u>GRANTS TO SUBRECIPIENTS:</u> | | | | | | | |
| The Medical Team | - | - | - | - | - | - | - |
| Total grants to subrecipients | - | - | - | - | - | - | - |
| Total expenditures | 227,948 | 40,900 | - | - | 6,802 | - | 14,246 |
| Excess (deficiency) of revenues over expenditures | (86,129) | (40,900) | - | 10,902 | (5,227) | 3,250 | 83,885 |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | | | | | |
| Transfers out | (75,394) | - | - | (10,902) | - | (3,250) | (83,885) |
| Transfers in | 86,129 | 40,900 | - | - | 5,227 | - | - |
| Total other financing sources (uses) | 10,735 | 40,900 | - | (10,902) | 5,227 | (3,250) | (83,885) |
| Net change in fund balances | (75,394) | - | - | - | - | - | - |
| Fund balance - beginning | 10,173 | - | 1,000 | - | - | - | - |
| Fund balance - ending | \$ (65,221) | \$ - | \$ 1,000 | \$ - | \$ - | \$ - | \$ - |

See accompanying NOTES TO THE FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING, INC.
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - NON-MAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2023

| | COVID-19 | American Rescue Plan | Senior Companion Program | SHIPP Program | Power to Care | United Way | Total |
|---|----------|-------------------------|--------------------------------|------------------|------------------|---------------|------------|
| <u>REVENUES:</u> | | | | | | | |
| Intergovernmental: | | | | | | | |
| Governor's Office of Elderly Affairs | \$ - | \$ 311,719 | \$ - | \$ 14,415 | \$ - | \$ - | \$ 833,654 |
| Corp. for Nat'l & Community Services | - | - | 86,841 | - | - | - | 196,954 |
| Participant contributions | - | - | - | - | - | - | - |
| Interest income | - | - | 323 | - | - | - | 323 |
| Contributions | - | - | - | - | 451,880 | - | 457,885 |
| Special revenue taxes | - | - | - | - | - | - | - |
| Other income | - | - | - | - | - | 25,652 | 95,037 |
| Total revenues | - | 311,719 | 87,164 | 14,415 | 451,880 | 25,652 | 1,583,853 |
| <u>EXPENDITURES:</u> | | | | | | | |
| Salaries | - | - | 13,750 | - | 57,436 | 1,100 | 408,154 |
| Fringe benefits | - | - | 5,215 | - | 4,394 | 84 | 82,341 |
| Travel | - | - | (3,310) | - | - | - | 3,414 |
| Operating services | - | - | - | - | - | - | 173,984 |
| Operating supplies | - | 1,898 | 71 | - | 5,000 | - | 36,299 |
| Other costs | - | - | 41,787 | - | - | - | 72,317 |
| Utility assistance | - | - | - | - | 677,334 | 1,500 | 678,834 |
| Food costs | - | - | - | - | - | - | 21,029 |
| Full service contracts | - | - | - | 6,720 | - | - | 6,720 |
| Capital outlay | - | - | - | - | - | - | - |
| Sub-total | - | 1,898 | 57,513 | 6,720 | 744,164 | 2,684 | 1,483,092 |
| <u>GRANTS TO SUBRECIPIENTS:</u> | | | | | | | |
| The Medical Team | - | - | - | - | - | - | 66,247 |
| Total grants to subrecipients | - | - | - | - | - | - | 66,247 |
| Total expenditures | - | 1,898 | 57,513 | 6,720 | 744,164 | 2,684 | 1,549,339 |
| Excess (deficiency) of revenues over expenditures | - | 309,821 | 29,651 | 7,695 | (292,284) | 22,968 | 34,514 |
| <u>OTHER FINANCING SOURCES (USES):</u> | | | | | | | |
| Transfers out | - | (309,821) | - | (7,695) | - | (22,968) | (582,130) |
| Transfers in | - | - | (86,951) | - | 292,284 | - | 432,093 |
| Total other financing sources (uses) | - | (309,821) | (86,951) | (7,695) | 292,284 | (22,968) | (150,037) |
| Net change in fund balances | - | - | (57,300) | - | - | - | (115,523) |
| Fund balance - beginning | - | - | - | - | 117,372 | - | 135,274 |
| Fund balance - ending | \$ - | \$ - | \$ (57,300) | \$ - | \$ 117,372 | \$ - | \$ 19,751 |

See accompanying NOTES TO THE FINANCIAL STATEMENTS

NEW ORLEANS COUNCIL ON AGING, INC.
STATEMENT OF GENERAL FIXED ASSET CHANGES IN GENERAL FIXED ASSETS
FOR THE YEAR ENDED JUNE 30, 2023

| | <u>June 30, 2022</u> | <u>Additions</u> | <u>Deletions</u> | <u>June 30, 2023</u> |
|---|----------------------|------------------|--------------------|----------------------|
| <u>GENERAL FIXED ASSETS AT COSTS:</u> | | | | |
| Real estate | \$ 284,034 | \$ - | \$ - | \$ 284,034 |
| Transportation equipment | 200,989 | - | (17,599) | 183,390 |
| Equipment | <u>11,407</u> | <u>-</u> | <u>-</u> | <u>11,407</u> |
| Total general fixed assets | <u>496,430</u> | <u>-</u> | <u>(17,599)</u> | <u>478,831</u> |
| <u>INVESTMENT IN GENERAL FIXED ASSETS:</u> | | | | |
| Property acquired with the following funds: | | | | |
| Title IIIC-2 | 17,409 | - | - | 17,409 |
| General Fund | <u>479,021</u> | <u>-</u> | <u>(17,599)</u> | <u>461,422</u> |
| Total | <u>\$ 496,430</u> | <u>\$ -</u> | <u>\$ (17,599)</u> | <u>\$ 478,831</u> |

Note: Compiled from property and equipment inventory that was filed with the GOEA for the year ended June 30, 2023.

See independent auditors' report

NEW ORLEANS COUNCIL ON AGING, INC.
SCHEDULE OF COMPENSATION, BENEFITS AND OTHER
PAYMENTS TO AGENCY HEAD
FOR THE YEAR ENDED JUNE 30, 2023

Agency Head Name: Howard Rodgers, III, Executive Director

| <u>PURPOSE</u> | <u>AMOUNT</u> |
|----------------------------------|-------------------|
| Salary | \$ 103,731 |
| Vehicle provided by organization | 6,761 |
| Travel | <u>6,523</u> |
| | <u>\$ 117,015</u> |

See independent auditors' report

**OTHER REPORTING REQUIRED BY
*GOVERNMENT AUDITING STANDARDS***



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors of the
New Orleans Council on Aging, Inc.
New Orleans, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the New Orleans Council on Aging (the "Council") as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements and have issued our report thereon dated March 28, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Council's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the Council's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. We did identify a certain deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2023-002 that we consider to be a material weakness.



ERICKSEN KRENTEL LLP

CERTIFIED PUBLIC ACCOUNTANTS • CONSULTANTS

To the Board of Directors of the
New Orleans Council on Aging, Inc.
March 28, 2024

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Council's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questions costs as item 2023-001.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended solely for the information and use of management, the Board of Directors, the Louisiana Legislative Auditor, and federal and state awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

March 28, 2024
New Orleans, Louisiana

Erickson Krentel, LLP
Certified Public Accountants

SINGLE AUDIT SECTION



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY
THE UNIFORM GUIDANCE**

To the Board of Directors of the
New Orleans Council on Aging, Inc.
New Orleans, Louisiana

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the New Orleans Council on Aging's (the "Council") compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Council's major federal programs for the year ended June 30, 2023. The Council's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Council complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Council and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Council's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Council's federal programs.



To the Board of Directors of the
New Orleans Council on Aging, Inc.
March 28, 2024

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Council's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Council's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Council's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Council's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.



To the Board of Directors of the
New Orleans Council on Aging, Inc.
March 28, 2024

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

This report is intended solely for the information and use of management, the Board of Directors, the Louisiana Legislative Auditor, and federal and state awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than those specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

New Orleans, Louisiana
March 28, 2024

Erickson Krentel, LLP
Certified Public Accountants

NEW ORLEANS COUNCIL ON AGING, INC.
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2023

| Federal Grantor/Pass-through Grantor/ Program Title | Federal AL Number | Federal Disbursements/ Expenditures |
|--|----------------------|---|
| <u>U.S. Department of Health and Human Services</u> | | |
| <i>Pass-through program from Louisiana Governor's Office of Elderly Affairs</i> | | |
| Aging Cluster | | |
| Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers | | |
| ARP IIIB | 93.044 | \$ 125,860 |
| Title IIIB, Supportive Services | 93.044 | 279,823 |
| ARP STPH Public Health | 93.044 | 98,131 |
| Special Programs for the Aging, Title III, Part C, Nutrition Services | | |
| Title III C1- Area Agency Administration | 93.045 | 106,288 |
| Title III C2- Home Delivered Meals | 93.045 | 217,402 |
| Special Program for the Aging Title III ARP IIIC-2 | 93.045 | 122,985 |
| Title III C1- Congregate Meals | 93.045 | 309,183 |
| Special Program for the Aging Title III ARP IIIC-1 | 93.045 | 41,854 |
| Special Program for the Aging Title III ARP- Admin | 93.045 | 35,930 |
| Nutrition Services Incentive Program | | |
| NSIP- Cash in Lieu of Commodities | 93.053 | 108,352 |
| Total Aging Cluster | | 1,445,808 |
| Special Programs for the Aging, Title III, Part D, Disease Prevention and Health Promotion Services | | |
| Title III D- Preventative Health | 93.043 | 14,875 |
| Title III ARP IIID | 93.043 | 5,343 |
| National Family Caregiver Support, Title III, Part E | | |
| Title III E-Caregiver | 93.052 | 110,846 |
| COVID-19 National Family Caregiver Support, Title III, Part E | | |
| ARP Title III E-Caregiver | 93.052 | 15,286 |
| Medicare Enrollment Assistance Program | | |
| MIPPA- Medicare Improvement for Patients & Provide | 93.071 | 3,250 |
| Total U.S. Department of Health and Human Services | | 1,595,408 |
| <u>U.S. Department of Housing and Urban Development</u> | | |
| <i>Pass-through program from the City of New Orleans</i> | | |
| Community Development Block Grants/Entitlement Grants | 14.218 | 383,024 |
| Community Development Block Grants/Entitlement Grants | 14.218 | 311,153 |
| Total U.S. Department of Housing and Urban Development | | 694,177 |
| <u>Corporation for National and Community Services</u> | | |
| AmeriCorps Seniors Retired and Senior Volunteer Program (RSVP) | 94.002 | 102,942 |
| Foster Grandparents/Senior Companion Cluster | | |
| AmeriCorps Seniors Senior Companion Program (SCP) | 94.016 | 57,513 |
| Total Foster Grandparents/Senior Companion Cluster | | 57,513 |
| Total Corporation for National and Community Services | | 160,455 |
| Total expenditures of federal awards | | \$ 2,450,040 |

(See Independent Auditors' Report)

NEW ORLEANS COUNCIL ON AGING, INC.
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2023

(1) BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the schedule) includes the federal grant activity of New Orleans Council on Aging, Inc. (the Council) under programs of the federal government for the year ended June 30, 2023. The information in the schedule is presented in accordance with the requirements of Title 2 *U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the Council, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Council.

(2) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expense Recognition

The accompanying schedule of expenditures of federal awards has been prepared on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowed or are limited as to reimbursement.

Payments to Subrecipients

There were no payments to subrecipients for the fiscal year ended June 30, 2023.

(3) INDIRECT COST RATE

The Council has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

(4) SUBRECIPIENT COSTS

The subrecipient costs for the year ended June 30, 2023: Title III E of \$66,247 for Medical Team.

NEW ORLEANS COUNCIL ON AGING, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2023

I. SUMMARY OF AUDITORS' REPORTS

1. The auditors' report expresses an unmodified opinion on the financial statements of New Orleans Council on Aging, Inc.
2. One material weakness in internal control relating to the audit of the financial statements was disclosed and reported in the Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Prepared in Accordance with *Government Auditing Standards*.
3. One instance of noncompliance was reported in the Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
4. No significant deficiencies or material weaknesses relating to the audit of the major federal award programs are reported in the Independent Auditors' Report on Compliance for Each Major Program and on Internal Control over Compliance in Accordance with the Uniform Guidance.
5. The auditors' report on compliance for the major federal award programs for New Orleans Council on Aging, Inc. expresses an unmodified opinion on all major federal programs.
6. There were no audit findings required to be reported in accordance with 2 CFR section 200.516(a).
7. The program tested as a major program was the Aging Cluster (ALs No 93.044, 93.045 and 93.053)
8. The threshold for distinguishing Types A and B programs was \$750,000.
9. New Orleans Council on Aging, Inc. was determined to be a low-risk auditee.
10. A management letter was not issued for the year ended June 30, 2023.

II. FINDINGS – FINANCIAL STATEMENT AUDIT

Finding 2023-001 Noncompliance with Louisiana Audit Law Reporting Requirements

Criteria: New Orleans Council on Aging, Inc. is required to provide an annual financial report to the Louisiana Legislative Auditor no later than six months after its year end in accordance with Louisiana Revised Statutes 24:513 and 24:514.

Condition: New Orleans Council on Aging, Inc. did not comply with these laws, submitting the required report after the required deadline.

NEW ORLEANS COUNCIL ON AGING, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2023

Effect: New Orleans Council on Aging is not in compliance with Louisiana Revised Statutes 24:513 and 24:514.

Cause: New Orleans Council on Aging, Inc. experienced issues with a transition in audit firms for the current year's audit engagement.

Recommendation: New Orleans Council on Aging, Inc. should put additional policies and procedures in place over continuity planning for head administrative personnel to ensure that required annual reports are filed in a timely manner.

Views of Responsible Officials: Management agrees with the finding and has implemented the recommendation. See Management's Corrective Action plan for further information.

Finding 2023-002 Prior Period Adjustment

Criteria: All accounting transactions should be recorded in the general ledger on a timely basis.

Condition: New Orleans Council on Aging, Inc. did not properly record prior year's audit adjusting journal entries.

Effect: The cause of this required a prior period adjustment of \$170,140. Of this adjustment \$54,038 was attributable to errors in the fixed asset listing.

Cause: New Orleans Council on Aging, Inc. experienced issues with a transition in audit firms for the current year's audit engagement.

Recommendation: New Orleans Council on Aging, Inc. should put additional policies and procedures in place to record the audit adjusting entries and reconcile the audited trial balance back to the Council's accounting system.

Views of Responsible Officials: Management agrees with the finding and has implemented the recommendation. See Management's Corrective Action plan for further information.

III. FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAM AUDIT

There were no findings related to major federal awards programs for the year ended June 30, 2023.

NEW ORLEANS COUNCIL ON AGING, INC.
SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2023

I. FINDINGS RELATED TO THE FINANCIAL STATEMENT AUDIT

Finding 2022-001 Untimely Submission of Audit Report

Condition: New Orleans Council on Aging, Inc. did not comply with these laws, submitting the required report after the required deadline.

This finding has not been resolved as of June 30, 2023.

II. FINDINGS AND QUESTIONED COSTS RELATED TO MAJOR FEDERAL AWARD PROGRAMS AUDIT

There were no findings or questioned costs related to major federal award programs audit for the year ended June 30, 2022.

III. MANAGEMENT LETTER

There was no management letter for the year ended June 30, 2022.

NEW ORLEANS COUNCIL ON AGING
MANAGEMENT'S CORRECTIVE ACTION PLAN - FINDINGS
JUNE 30, 2023

March 28, 2024

Louisiana Legislative Auditor

New Orleans Council on Aging, Inc. (the "Council") respectfully submits the following corrective action plan for the year ended June 30, 2023.

Name and address of independent public accounting firm:

Ericksen Krentel, L.L.P.
4227 Canal Street
New Orleans, LA 70119

Audit Period: July 1, 2022 – June 30, 2023

The findings from the June 30, 2023 schedule of findings and questioned costs are discussed below. The findings are numbered consistently with the number assigned in the schedule.

SECTION II - FINDINGS RELATED TO THE FINANCIAL STATEMENTS

Finding 2023-001 Noncompliance with Louisiana Audit Law Reporting Requirements

Recommendation: New Orleans Council on Aging, Inc. should put additional policies and procedures in place over continuity planning for head administrative personnel to ensure that required annual reports are filed in a timely manner.

Response: New Orleans Council on Aging, Inc. agrees with the recommendation and will work towards being compliant for the 2024 filing.

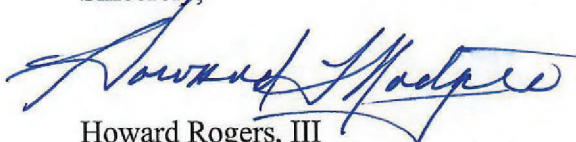
Finding 2023-002 Prior Period Adjustment

Recommendation: The Council should record all audit adjustments. They should compare the system trial balance as of June 30, 2023 to the final adjusted trial balance.

Response: The Council agrees with the recommendation and will perform the necessary adjustments.

If there are any questions regarding this plan, please contact Howard Rogers, Executive Director, at (504)-821-4121.

Sincerely,

A handwritten signature in blue ink, appearing to read "Howard Rogers, III", is written over a horizontal line.

Howard Rogers, III
Executive Director

NEW ORLEANS COUNCIL ON AGING, INC
LOUISIANA LEGISLATIVE AUDITOR
STATEWIDE AGREED-UPON PROCEDURES
FOR THE YEAR ENDED JUNE 30, 2023



ERICKSEN KRENTEL^{LLP}
CERTIFIED PUBLIC ACCOUNTANTS • CONSULTANTS



INDEPENDENT ACCOUNTANTS' REPORT
ON APPLYING AGREED-UPON PROCEDURES

To the Board of Directors and Management of
New Orleans Council on Aging, Inc.
New Orleans, Louisiana

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor's (LLA's) Statewide Agreed-Upon Procedures (SAUPs) for the year ended June 30, 2023. New Orleans Council on Aging, Inc. management is responsible for those C/C areas identified in the AUPs.

New Orleans Council on Aging, Inc. has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA's SAUPs for the year ended June 30, 2023. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are attached in Schedule "1."

We were engaged by New Orleans Council of Aging, Inc. to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on those C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of New Orleans Council of Aging, Inc. and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those C/C areas identified in the SAUP's, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the LLA as a public document.

February 26, 2024
New Orleans, Louisiana

Erickson Krentel, LLP
Certified Public Accountants

NEW ORLEANS COUNCIL ON AGING, INC
STATEWIDE AGREED-UPON PROCEDURES
JULY 1, 2022 TO JUNE 30, 2023

WRITTEN POLICIES AND PROCEDURES

- 1) **Procedure:** Obtain and inspect the entity's written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the entity's operations:
 - a) ***Budgeting***, including preparing, adopting, monitoring, and amending the budget.
 - b) ***Purchasing***, including (1) how purchases are initiated; (2) how vendors are added to the vendor list; (3) the preparation and approval process of purchase requisitions and purchase orders; (4) controls to ensure compliance with the Public Bid Law; and (5) documentation required to be maintained for all bids and price quotes.
 - c) ***Disbursements***, including processing, reviewing, and approving.
 - d) ***Receipts/Collections***, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g., periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).
 - e) ***Payroll/Personnel***, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee rates of pay or approval and maintenance of pay rate schedules.
 - f) ***Contracting***, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
 - g) ***Travel and Expense Reimbursement***, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
 - h) ***Credit Cards (and debit cards, fuel cards, purchase cards, if applicable)***, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).
 - i) ***Ethics***, including (1) the prohibitions as defined in Louisiana Revised Statute (R.S.) 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the entity's ethics policy.
 - j) ***Debt Service***, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.

NEW ORLEANS COUNCIL ON AGING, INC
STATEWIDE AGREED-UPON PROCEDURES (CONTINUED)
JULY 1, 2022 TO JUNE 30, 2023

WRITTEN POLICIES AND PROCEDURES (CONTINUED)

- k) ***Information Technology Disaster Recovery/Business Continuity***, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.
- l) ***Prevention of Sexual Harassment***, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

Results: No exceptions were found as a result of applying the procedure.

BOARD OR FINANCE COMMITTEE

- 2) **Procedure:** Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and:
 - a) Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.
 - b) For those entities reporting on the governmental accounting model, observe whether the minutes referenced or included monthly budget-to-actual comparisons on the general fund, quarterly budget-to-actual, at a minimum, on proprietary funds, and semi-annual budget-to-actual, at a minimum, on all special revenue funds. Alternatively, for those entities reporting on the not-for-profit accounting model, observe that the minutes referenced or included financial activity relating to public funds if those public funds comprised more than 10% of the entity's collections during the fiscal period.
 - c) For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.
 - d) Observe whether the board/finance committee received written updates of the progress of resolving audit finding(s), according to management's corrective action plan at each meeting until the findings are considered fully resolved.

Results: No exceptions were found as a result of applying the procedure.

NEW ORLEANS COUNCIL ON AGING, INC
STATEWIDE AGREED-UPON PROCEDURES (CONTINUED)
JULY 1, 2022 TO JUNE 30, 2023

BANK RECONCILIATIONS

- 3) **Procedure:** Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain, and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:
- a) Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated or electronically logged);
 - b) Bank reconciliations include written evidence that a member of management/board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation (e.g., initialed and dated, electronically logged); and
 - c) Management has documentation reflecting it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

Results: No exceptions were found as a result of applying the procedure.

COLLECTIONS (EXCLUDING ELECTRONIC FUNDS TRANSFERS)

- 4) **Procedure:** Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5):
- 5) **Procedure:** For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (e.g., 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if there no written policies or procedures, then inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that:
- a) Employees responsible for cash collections do not share cash drawers/registers.
 - b) Each employee responsible for collecting cash is not also responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit.
 - c) Each employee responsible for collecting cash is not also responsible for posting collection entries to the general ledger or subsidiary ledgers unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit; and

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COLLECTIONS (EXCLUDING ELECTRONIC FUNDS TRANSFER) (CONTINUED)

- d) The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or agency fund additions, is (are) not also responsible for collecting cash, unless another employee/official verifies the reconciliation.
- 6) **Procedure:** Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe that the bond or insurance policy for theft was in force during the fiscal period.
- 7) **Procedure:** Randomly select two deposit dates for each of the 5 bank accounts selected for Bank Reconciliations procedure #3 (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). Alternatively, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc. Obtain supporting documentation for each of the 10 deposits and:
 - a) Observe that receipts are sequentially pre-numbered.
 - b) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
 - c) Trace the deposit slip total to the actual deposit per the bank statement.
 - d) Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).
 - e) Trace the actual deposit per the bank statement to the general ledger.

Results: No exceptions were found as a result of applying the procedures.

NON-PAYROLL DISBURSEMENTS (EXCLUDING CARD PURCHASES, TRAVEL REIMBURSEMENTS, AND PETTY CASH PURCHASES)

- 8) **Procedure:** Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5):

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NON-PAYROLL DISBURSEMENTS (EXCLUDING CARD PURCHASES, TRAVEL REIMBURSEMENTS, AND PETTY CASH PURCHASES) (CONTINUED)

- 9) **Procedure:** For each location selected under procedure #8 above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, then inquire of employees about their job duties), and observe that job duties are properly segregated such that:
- a) At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order or making the purchase.
 - b) At least two employees are involved in processing and approving payments to vendors.
 - c) The employee responsible for processing payments is prohibited from adding/modifying vendor files unless another employee is responsible for periodically reviewing changes to vendor files.
 - d) Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments; and
 - e) Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer, or some other electronic means.
- 10) **Procedure:** For each location selected under procedure #8 above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction, and:
- a) Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates that deliverables included on the invoice were received by the entity, and
 - b) Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under procedure #9 above, as applicable
- 11) **Procedure:** Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's policy, and (b) approved by the required number of authorized signers per the entity's policy. Note: If no electronic payments were made from the main operating account during the month selected the practitioner should select an alternative month and/or account for testing that does include electronic disbursements.

Results: No exceptions were found as a result of applying the procedures.

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CREDIT CARDS/DEBIT CARDS/FUEL CARDS/PURCHASE CARDS (CARDS)

- 12) **Procedure:** Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.
- 13) **Procedure:** Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement). Obtain supporting documentation, and:
- a) Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., original receipts for credit/debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved), by someone other than the authorized card holder (those instances requiring such approval that may constrain the legal authority of certain public officials, such as the mayor of a Lawrason Act municipality, should not be reported); and
 - b) Observe that finance charges and late fees were not assessed on the selected statements.
- 14) **Procedure:** Using the monthly statements or combined statements selected under procedure #13 above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (e.g., each card should have 10 transactions subject to inspection). For each transaction, observe that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and observe whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

Results: No exceptions were found as a result of applying the procedures.

TRAVEL AND TRAVEL-RELATED EXPENSE REIMBURSEMENTS (EXCLUDING CARD TRANSACTIONS)

- 15) **Procedure:** Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management's representation that the listing or general ledger is complete. Randomly select 5 reimbursements and obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected:
- a) If reimbursed using a per diem, observe that the approved reimbursement rate is no more than those rates established either by the State of Louisiana or the U.S. General Services Administration (www.gsa.gov).

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TRAVEL AND TRAVEL-RELATED EXPENSE REIMBURSEMENTS (EXCLUDING CARD TRANSACTIONS) (CONTINUED)

- b) If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased;
- c) Observe that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by Written Policies and Procedures procedure #1g; and
- d) Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

Results: No exceptions were found as a result of applying the procedures.

CONTRACTS

16) **Procedure:** Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. Alternatively, the practitioner may use an equivalent selection source, such as an active vendor list. Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and:

- a) Observe whether the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law;
- b) Observe whether the contract was approved by the governing body/board, if required by policy or law (e.g., Lawrason Act, Home Rule Charter);
- c) If the contract was amended (e.g., change order), observe that the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, the documented approval); and
- d) Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.

Results: No exceptions were found as a result of applying the procedures.

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PAYROLL AND PERSONNEL

- 17) **Procedure:** Obtain a listing of employees and officials employed during the fiscal period, and management's representation that the listing is complete. Randomly select 5 employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.
- 18) **Procedure:** Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under procedure #17 above, obtain attendance records and leave documentation for the pay period, and:
- a) Observe that all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory);
 - b) Observe whether supervisors approved the attendance and leave of the selected employees or officials;
 - c) Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records; and
 - d) Observe the rate paid to the employees or officials agrees to the authorized salary/pay rate found within the personnel file.
- 19) **Procedure:** Obtain a listing of those employees or officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials and obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity's policy on termination payments. Agree the hours to the employee's or official's cumulative leave records, agree the pay rates to the employee's or official's authorized pay rates in the employee's or official's personnel files, and agree the termination payment to entity policy.
- 20) **Procedure:** Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums, etc.) have been paid, and any associated forms have been filed, by required deadlines.

Results: No exceptions were found as a result of applying the procedures.

ETHICS

- 21) **Procedure:** Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #17 obtain ethics documentation from management, and
- a) Observe whether the documentation demonstrates that each employee/official completed one hour of ethics training during the calendar year as required by R.S. 42:1170; and

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ETHICS (CONTINUED)

- b) Observe whether the entity maintains documentation which demonstrates that each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.

22) Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.

Results: No exceptions were found as a result of applying the procedures.

DEBT SERVICE

23) **Procedure:** Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each debt instrument issued as required by Article VII, Section 8 of the Louisiana Constitution.

24) **Procedure:** Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

Results: The entity does not have debt covenants or debt reserve requirements, nor was any debt issued during the fiscal period.

FRAUD NOTICE

25) **Procedure:** Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled as required by R.S. 24:523.

26) **Procedure:** Observe that the entity has posted on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

Results: No exceptions were found as a result of applying the procedures.

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INFORMATION TECHNOLOGY DISASTER RECOVERY/ BUSINESS CONTINUITY

27) **Procedure:** Perform the following procedures:

- a) Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if there is no written documentation, then inquire of personnel responsible for backing up critical data) and observe evidence that such backup (a) occurred within the past week, (b) was not stored on the government's local server or network, and (c) was encrypted.
- b) Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if there is no written documentation, then inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.
- c) Obtain a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

28) Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in procedure #19. Observe evidence that the selected terminated employees have been removed or disabled from the network.

Results: We performed the procedures and discussed the results with management.

PREVENTION OF SEXUAL HARASSMENT

29) **Procedure:** Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #17, obtain sexual harassment training documentation from management, and observe that the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year as required by R.S. 42:343.

30) **Procedure:** Observe that the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity's premises if the entity does not have a website).

31) **Procedure:** Obtain the entity's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe that the report includes the applicable requirements of R.S. 42:344:

- a) Number and percentage of public servants in the agency who have completed the training requirements;
- b) Number of sexual harassment complaints received by the agency;

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PREVENTION OF SEXUAL HARASSMENT (CONTINUED)

- c) Number of complaints which resulted in a finding that sexual harassment occurred;
- d) Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and
- e) Amount of time it took to resolve each complaint.

Results: No exceptions were found as a result of applying the procedures.