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LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES
Baton Rouge, Louisiana

REVIEWED FINANCIAL STATEMENTS
December 31, 2013

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date SEP 17 2014



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CPAs & Financial Advisors

TABLE OF CONTENTS

	<u>PAGE</u>
INDEPENDENT ACCOUNTANTS' REVIEW REPORT.....	1
STATEMENT OF FINANCIAL POSITION.....	2
STATEMENT OF ACTIVITIES.....	3
STATEMENT OF CASH FLOWS.....	4
STATEMENT OF FUNCTIONAL EXPENSES.....	5
NOTES TO FINANCIAL STATEMENTS.....	6
AGREED UPON PROCEDURES.....	11
LOUISIANA ATTESTATION QUESTIONNAIRE.....	13



INDEPENDENT ACCOUNTANTS' REVIEW REPORT

Board of Directors of
Louisiana Partnership for Children and Families
Baton Rouge, Louisiana

We have reviewed the accompanying statement of financial position of Louisiana Partnership for Children and Families (a non-profit organization) as of December 31, 2013, and the related statements of activities, functional expenses and cash flows for the year then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the Organization's management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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

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

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

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CPAs and Financial Advisors
Baton Rouge, Louisiana
June 27, 2014

LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES
Baton Rouge, Louisiana

STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS:

Cash and Cash Equivalents	\$ 49,635
Restricted Cash	58,941
Accounts Receivable	42,581
Prepaid Expenses	1,237
Miscellaneous Receivable	<u>4,082</u>

TOTAL ASSETS (ALL CURRENT) \$ 156,476

LIABILITIES:

Payroll Taxes Payable	\$ 3,616
Repayment due to Grantor	<u>10,000</u>

TOTAL LIABILITIES (ALL CURRENT) 13,616

NET ASSETS:

Temporarily Restricted for Programs	53,441
Unrestricted	<u>89,419</u>

TOTAL NET ASSETS 142,860

TOTAL LIABILITIES AND NET ASSETS \$ 156,476

See Accompanying Notes and Independent Accountants' Review Report



LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES
Baton Rouge, Louisiana

STATEMENT OF ACTIVITIES
Year Ended December 31, 2013

UNRESTRICTED NET ASSETS

SUPPORT AND OTHER GAINS:

Support from Public Funds	\$ 247,186
Support from Private Foundations and Partnerships	166,750
Interest Income	140
Program Service Fees	12,769
Contributions	3,475
Member Dues	3,795
Miscellaneous Income	589

TOTAL UNRESTRICTED SUPPORT AND OTHER GAINS 434,704

NET ASSETS RELEASED FROM RESTRICTIONS:

Satisfaction of Purpose Restrictions	59,519
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TOTAL UNRESTRICTED SUPPORT AND OTHER GAINS AND RECLASSIFICATIONS 494,223

EXPENSES:

Program Services	465,083
Supporting Services - General & Administrative	28,652

TOTAL EXPENSES 493,735

INCREASE IN UNRESTRICTED NET ASSETS 488

TEMPORARILY RESTRICTED NET ASSETS

Support from Private Foundations and Partnerships	12,500
Net Assets Released from Restrictions:	
Satisfaction of Purpose Restrictions	(59,519)

DECREASE IN TEMPORARILY RESTRICTED NET ASSETS (47,019)

CHANGE IN NET ASSETS (46,531)

NET ASSETS, BEGINNING OF PERIOD 186,051

PRIOR PERIOD ADJUSTMENT 3,340

NET ASSETS, END OF PERIOD \$ 142,860

See Accompanying Notes and Independent Accountants' Review Report



LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES
Baton Rouge, Louisiana

STATEMENT OF CASH FLOWS
Year Ended December 31, 2013

CASH FLOWS FROM OPERATING ACTIVITIES:

Cash Received from Contributions, Dues and Memberships	\$ 7,270
Cash Received for Program Services	12,769
Cash Received from Grants and Private Donors	442,450
Cash Received from Other Sources	589
Cash Received from Interest Income	140
Cash Paid to Employees	(199,136)
Cash Paid to Contractors for Professional Services	(96,846)
Cash Paid to Suppliers for Goods and Services	<u>(206,309)</u>

NET CASH USED BY OPERATING ACTIVITIES (39,073)

CASH FLOWS FROM INVESTING ACTIVITIES:

Cash due from Miscellaneous Receivable	(4,082)
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CASH FLOWS FROM FINANCING ACTIVITIES:

NET DECREASE IN CASH AND CASH EQUIVALENTS (43,155)

CASH AND CASH EQUIVALENTS, BEGINNING OF PERIOD 151,731

CASH AND CASH EQUIVALENTS, END OF PERIOD \$ 108,576

RECONCILIATION OF CHANGE IN NET ASSETS TO NET
CASH PROVIDED BY OPERATING ACTIVITIES:

Change in net assets \$ (46,531)

Adjustments to Reconcile Change in Net Assets to
Net Cash Provided by Operating Activities:

(Increase) decrease in assets:

Accounts receivable	4,764
Unbilled receivables	1,250
Prepaid insurance	2,425

Increase (decrease) in liabilities:

Accounts payable	(3,930)
Repayments due to grantor	10,000
Payroll tax payable	<u>(7,051)</u>

NET CASH USED BY OPERATING ACTIVITIES \$ (39,073)

See Accompanying Notes and Independent Accountants' Review Report



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LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES
Baton Rouge, Louisiana

STATEMENT OF FUNCTIONAL EXPENSES
Year Ended December 31, 2013

<u>Account Name</u>	<u>Program Services</u> Early Childhood	<u>Support.</u> <u>Services</u> <u>General &</u> <u>Administrative</u>	<u>Total</u>
Accounting	\$ 2,200	\$ 6,376	\$ 8,576
Communications	3,086	1,998	5,084
Conferences and Meetings	11,068	1,772	12,840
Facilities and Equipment	7,182	9,335	16,517
Insurance Expense	6,451	3,340	9,791
Internet Processing Fees	239	-	239
Miscellaneous Expense	-	326	326
Office and Supplies	12,051	1,428	13,479
Payroll Tax Expense	13,330	2,579	15,909
Professional Fees - Management Consultant	-	6,506	6,506
Professional Fees - Lobbyist	15,000	-	15,000
Professional Fees - Programs	62,834	-	62,834
Salaries	167,139	31,997	199,136
Taxes and Licenses	515	260	775
Training and Materials	95,280	75	95,355
Travel	11,684	866	12,550
Web Portal	18,178	640	18,818
Administrative Costs - Allocated to Programs	38,846	(38,846)	-
Total	\$ 465,083	\$ 28,652	\$ 493,735

See Accompanying Notes and Independent Accountants' Review Report



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LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES
Baton Rouge, Louisiana

NOTES TO FINANCIAL STATEMENTS - I -
December 31, 2013

NOTE 1: NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities – Louisiana Partnership for Children and Families (hereafter referred to as the Partnership), a Louisiana non-profit organization, is domiciled in Baton Rouge, Louisiana. Its operations encompass the entire State of Louisiana. Its mission is to improve the well-being of children and their families. It accomplishes this through public policy, communication and the promotion of evidence-based programs.

The Partnership's support comes primarily from grants and contributions.

The accounting policies of the Partnership conform to accounting principles generally accepted in the United States of America as applicable to non-profit organizations. The significant accounting policies are as follows:

Method of Accounting – The financial statements of the Partnership have been prepared utilizing the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Financial Statement Presentation – The Partnership is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets.

Contributions – Contributions received are recorded as unrestricted, temporarily restricted or permanently restricted support depending on the existence and/or nature of any donor restrictions. Restricted net assets are reclassified to unrestricted net assets upon satisfaction of the time or purpose of the restriction. If a contributions' restriction is met in the same reporting period the contributions was received, the income is classified as unrestricted.

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

Cash and Cash Equivalents – For purposes of the statements of cash flows, the Partnership considers all, restricted and unrestricted, highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Restricted Cash – Restricted cash represents unused grant funds required, by grant provisions to be held in a separate bank account.

Donated Goods and Services – No amounts have been reflected in the financial statements for donated goods or services. The Partnership generally pays for services requiring specific expertise. However, many individual volunteer their time and perform a variety of tasks that assist with the governance of the Partnership.

Inventory – Inventory of the Partnership includes only office supplies and printed materials, the amount of which is considered immaterial. Therefore, the acquisition of these items is expensed when purchased, and the inventory on hand at year-end is not reported.

Accounts Receivable – Accounts receivable are stated at the unpaid balance. The Partnership expects to receive all of the stated amount. The Partnership uses the direct write-off method of accounting for uncollectible receivables. Use of this method is not materially different from the allowance method required by generally accepted accounting principles as all receivables are considered collectible. For this reason, there is no allowance recorded in the accompanying financial statements.

LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES
Baton Rouge, Louisiana

NOTES TO FINANCIAL STATEMENTS -2-
December 31, 2013

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property and Equipment – Donations of property and equipment are recorded as support at their estimated fair value. Such donations are reported as unrestricted support unless the donor has restricted the donated assets to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Property and equipment purchased by the Partnership is recorded at cost. They are depreciated using the straight-line method over the estimated useful lives of the assets (10-25 years for buildings; 3-7 years for equipment/furniture). Capital assets with an original cost of \$500 or greater are capitalized. Interest during the construction or renovation of long-lived assets is normally capitalized. The earnings on the borrowings reduce this amount during the same period, if any.

Functional Allocation of Expenses – The costs of providing the various programs and supporting services of the Partnership have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited. This allocation is summarized in the statement of functional expenses.

Income Taxes – The Partnership is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no liability or expense has been recorded in the accompanying financial statements.

NOTE 2: CASH AND CASH EQUIVALENTS

Cash and cash equivalents (book balances) include the following:

Demand deposits	\$ 108,576
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NOTE 3: LEASES

Operating Leases. The Partnership leased office space on for \$750 per month. The lease expired on June 30, 2014 and was renewed on a month to month basis with 60 days cancellation required. Rent expense was \$9,000 for the year ending December 31, 2013. Future minimum payments for 2014 are \$5,250.

Capital Leases. The Partnership does not have any capital leases.

NOTE 4: TEMPORARILY RESTRICTED NET ASSETS

Cash and receivables net of accrued expenses temporarily restricted for the purpose of programs specific to the Partnership's mission on hand at December 31, 2013, amounted to \$53,441. These are separately identified on the statement of financial position from unrestricted net assets and relate to the following grants/programs:

IMH Advocacy	\$ 16,464
Policy Institute 2	36,977
Total Temporarily Restricted Net Assets	\$ 53,441

LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES
Baton Rouge, Louisiana

NOTES TO FINANCIAL STATEMENTS -3-
December 31, 2013

NOTE 5: RELATED PARTY TRANSACTIONS

There are no related party transactions that are required to be reported or disclosed in the accompanying financial statements.

NOTE 6: COMMITMENTS AND CONTINGENCIES

Litigation and Claims. There is currently no litigation against or on behalf of the Partnership.

NOTE 7: CONCENTRATIONS

The Partnership received approximately 87% of total revenue from three granting sources during 2013:

Grantor 1 – Public Grant – 37%
Grantor 2 – Private Grant – 32%
Grantor 3 – Public Grant – 18%

NOTE 8: LIQUIDITY OF ASSETS AND LIABILITIES

The liquidity of the Partnership's assets and liabilities are as follows:

Cash	\$	49,635
Restricted Cash		58,941
Receivables		42,581
Miscellaneous Receivable		4,082
Prepaid Expenses		<u>1,237</u>
Total Current Assets		156,476
Less Restricted Cash		(58,941)
Less Payables		<u>(13,616)</u>
Liquidity	\$	<u>83,919</u>

NOTE 9: UNCERTAIN TAX POSITIONS

On January 1, 2010, the Company adopted newly issued accounting rules that prescribe when to recognize and how to measure the financial statement effects, if any, of income tax positions taken or expected to be taken on its income tax returns. These new rules require management to evaluate the likelihood that, upon examination by relevant taxing jurisdictions, those income tax positions would be sustained.

Based on that evaluation, if it were more than 50% probable that a material amount of income tax would be imposed at the entity level upon examination by the relevant taxing authorities, a liability would be recognized in the accompanying balance sheet along with any interest and penalties that would result from that assessment. Should any such penalties and interest be incurred, the Company's policy would be to recognize them as operating expense.

Based on the results of management's evaluation, adoption of the new rules did not have a material effect on the Company's financial statements. Further, no interest or penalties have been accrued or charged to expense as of December 31, 2013 or for the year then ended.



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LOUISIANA PARTNERSHIP FOR CHILDREN AND FAMILIES
Baton Rouge, Louisiana

NOTES TO FINANCIAL STATEMENTS -4-
December 31, 2013

NOTE 9: UNCERTAIN TAX POSITIONS (CONTINUED)

The Company's income tax returns are subject to examination by taxing authorities for a period of three years from the date they are filed. As of June 20, 2013, tax returns for 2010, 2011 and 2012 are subject to examination. The 2013 return is to be filed in July 2013.

NOTE 10: PRIOR PERIOD ADJUSTMENT

During the year it was discovered that an expense in the amount of \$3,340 was accrued in error in the prior period. Accounts payable at December 31, 2012 has been reduced by this amount and temporarily restricted net assets has been increased by this amount.

NOTE 11: SUBSEQUENT EVENTS

The Partnership has evaluated all subsequent events through June 27, 2014, the date the financial statements were available to be issued.



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AGREED-UPON PROCEDURES



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INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES

Board of Directors of
Louisiana Partnership for Children and Families
Baton Rouge, Louisiana

We have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of Louisiana Partnership for Children and Families, the Legislative Auditor, State of Louisiana, and applicable state grantor agency/agencies solely to assist the users in evaluating management's assertions about Louisiana Partnership for Children and Families' compliance with certain laws and regulations during the period ended December 31, 2013, included in the accompanying Louisiana Attestation Questionnaire. Management of Louisiana Partnership for Children and Families is responsible for its financial records and compliance with applicable laws and regulations. This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Federal, State, and Local Awards

- Determine the amount of federal, state, and local award expenditures for the fiscal year, by grant and grant year.
Louisiana Partnership for Children and Families' federal award expenditures for all federal programs for the fiscal year follow:

Federal, State, or Local Grant Name	Grant Year	CFDA No.	Amount
LA – DCFS-Children's Trust Fund (CFMS #718238)	2012/2013	unknown	\$ 51,671.59
LA – DCFS-Children's Trust Fund (CFMS #718238)	2013/2014	unknown	30,082.13
Community-Based Child Abuse Prevention Grants	2012/2013	93.590	<u>165,463.20</u>
Total Expenditure			<u>\$ 247,216.92</u>

- For each federal, state, and local award, randomly select six disbursements from each award administered during the period under examination, provided that no more than 30 disbursements would be selected.
- For the items selected in Procedure 2, trace the six disbursements to supporting documentation as to proper amount and payee.

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

- For the items selected in Procedure 2, determine if the six disbursements are properly coded to the correct fund and general ledger account.

We determined all payments were coded to the correct fund and general ledger account.

- For the items selected in Procedure 2, determine whether the six disbursements received approval from proper authorities.

Inspection of documentation supporting each of the selected disbursements indicated appropriate approval.

6. For the items selected in Procedure 2: For federal awards, determine whether the disbursements complied with the applicable specific program compliance requirements summarized in the *Compliance Supplement* (or contained in the grant agreement, if the program is not included in the *Compliance Supplement*) and for state and local awards, determine whether the disbursements comply with the grant agreement, relating to:

Activities allowed or unallowed

We reviewed the previously listed disbursements for types of services allowed or not allowed. All disbursements were for allowed activities.

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

The close out report we reviewed agreed to the accounting records.

Open Meetings

8. Examine evidence indicating that agendas for meetings recorded in the minute book were posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law).

Not applicable

Budget

9. For all grants exceeding five thousand dollars, determine that each applicable federal, state, or local grantor agency/agency was provided with a comprehensive budget of those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance.

Louisiana Partnership for Children and Families provided comprehensive budgets to the applicable state grantor agencies for the programs mentioned previously. These budgets specified the anticipated uses of the funds, estimates of the duration of the projects, and plans showing specific goals and objectives that included measures of performance.

Prior Comments and Recommendations

10. Review any prior-year suggestions, recommendations, and/or comments to determine the extent to which such matters have been resolved:

In the agreed-upon procedures engagement for the year ended December 31, 2012, we did not include any findings or management issues.

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

This report is intended solely for the use of management of Louisiana Partnership for Children and Families, the Legislative Auditor, State of Louisiana, and the applicable state grantor agency/agencies and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

TWRU

CPAs and Financial Advisors
June 27, 2014



**LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Quasi-public Agencies)**

6/27/14 (Date Transmitted)

TWUR CPA's Financial Advisors
527 E Airport Ave
Baton Rouge LA 70804 (Auditors)

In connection with your review of our financial statements as of December 31, 2012, and for the period then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the Louisiana Governmental Audit Guide, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulation and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of June 21, 2013.

Federal, State, and Local Awards

We have detailed for you the amount of federal, state, and local award expenditures for the fiscal year, by grant and grant year.

Yes No

All transactions relating to federal, state, and local grants have been properly recorded within our accounting records and reported to the appropriate state, federal, and grantor officials.

Yes No

The reports filed with federal, state, and local agencies are properly supported by books of original entry and supporting documentation.

Yes No

We have complied with all applicable specific requirements of all federal, state, and local programs we administer, to include matters contained in the OMB Compliance Supplement, matters contained in the grant awards, eligibility requirements, activities allowed and unallowed, and reporting and budget requirements.

Yes No

Open Meetings

Our meetings, as they relate to public funds, have been posted as an open meeting as required by R.S. 42:11 through 42:28 (the open meetings law).

N/A Yes No

Budget

For each federal, state, and local grant we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration, and for state grants included specific goals and objectives and measures of performance

Yes No

Prior-Year Comments

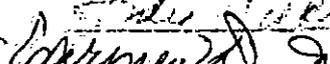
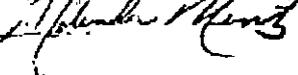
We have resolved all prior-year recommendations and/or comments

N/A

Yes No

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

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We will also disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur up to the date of your report.

	Secretary	6/20/14	Date
	Treasurer	6/27/14	Date
	President	6/20/14	Date