

**SAFE HARBOR
FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2009**

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

Release Date 2/24/10

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Silva Gurtner & Abney

Certified Public Accountants & Consultants

Brent A. Silva, CPA
Craig A. Silva, CPA*
Thomas A. Gurtner, CPA*
Kenneth J. Abney, CPA, MS Tax*
*Limited Liability Companies

INDEPENDENT AUDITORS' REPORT

To The Board of Directors
Safe Harbor
Mandeville, Louisiana

We have audited the accompanying statement of financial position of Safe Harbor (a Louisiana non-profit corporation) as of June 30, 2009, and the related statements of activities, functional expenses, and cash flows for the year then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Safe Harbor as of June 30, 2009, and the results of its activities and its cash flows for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated December 28, 2009 on our consideration of Safe Harbor internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grants agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Silva Gurtner & Abney, LLC

December 28, 2009

4565 Lasalle St., Ste. 300
Mandeville, LA 70471
Phone: (985) 626-8299
Fax: (985) 626-9767

Limited Liability Company
www.silva-cpa.com

4330 Dumaine Street
New Orleans, LA 70119
Phone: (504) 833-2436
Fax: (504) 484-0870

SAFE HARBOR
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2009

ASSETS

| | | | |
|-----------------------------|----|-----------------------|--|
| Current assets | | | |
| Cash and cash equivalents | \$ | 132,694 | |
| Accounts receivable | | 62,028 | |
| Prepaid expenses | | 11,467 | |
| Total current assets | | <u>206,189</u> | |
| Property and equipment, net | | <u>3,369</u> | |
| Other assets | | <u>800</u> | |
| Total Assets | \$ | <u><u>210,358</u></u> | |

LIABILITIES AND NET ASSETS

| | | | |
|--|----|-----------------------|--|
| Current liabilities | | | |
| Accrued unpaid leave | \$ | 2,443 | |
| Payroll liabilities | | 1,423 | |
| Total current liabilities | | <u>3,866</u> | |
| Net assets | | | |
| Unrestricted net assets | | 172,405 | |
| Board designated net assets for investment in facilities | | 17,087 | |
| Total unrestricted net assets | | <u>189,492</u> | |
| Temporarily restricted net assets | | <u>17,000</u> | |
| Total Net Assets | | <u>206,492</u> | |
| Total Liabilities and Net Assets | \$ | <u><u>210,358</u></u> | |

The accompanying notes are an integral part of this statement.

**SAFE HARBOR
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2009**

| | <u>Unrestricted</u> | <u>Temporarily Restricted</u> | <u>Total</u> |
|---|---------------------|-----------------------------------|-------------------|
| Revenue and support | | | |
| Grants and contracts | \$ 311,411 | \$ - | \$ 311,411 |
| United Way allocation | - | 17,000 | 17,000 |
| Donated furniture and supplies | 40,747 | - | 40,747 |
| Contributions | 81,927 | - | 81,927 |
| Special events, net of direct costs of \$12,225 | 55,383 | - | 55,383 |
| Interest income | 1,611 | - | 1,611 |
| Other income | 8,356 | - | 8,356 |
| Net assets released from restrictions | 18,092 | (18,092) | - |
| Total revenue and support | <u>517,527</u> | <u>(1,092)</u> | <u>516,435</u> |
| Expenses | | | |
| Program services | 548,109 | - | 548,109 |
| Supporting services | | | |
| Management and general | <u>64,362</u> | <u>-</u> | <u>64,362</u> |
| Total expenses | <u>612,471</u> | <u>-</u> | <u>612,471</u> |
| Decrease in Net Assets | (94,944) | (1,092) | (96,036) |
| Net Assets at Beginning of Year | <u>284,436</u> | <u>18,092</u> | <u>302,528</u> |
| Net Assets at End of Year | <u>\$ 189,492</u> | <u>\$ 17,000</u> | <u>\$ 206,492</u> |

The accompanying notes are an integral part of this statement.

SAFE HARBOR
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2009

| | <u>Program Services</u> | <u>Management & General</u> | <u>Total</u> |
|--|-----------------------------|-------------------------------------|-------------------|
| Compensation | \$ 297,518 | \$ 52,461 | \$ 349,979 |
| Payroll taxes | 42,135 | - | 42,135 |
| Accounting | - | 5,498 | 5,498 |
| Audit | - | 5,000 | 5,000 |
| Client services expense | 34,763 | - | 34,763 |
| Client transportation | 16,560 | - | 16,560 |
| Depreciation | 14,562 | - | 14,562 |
| Dues and subscriptions | 9,939 | - | 9,939 |
| Food supplies | 4,253 | - | 4,253 |
| Insurance expense | 17,188 | - | 17,188 |
| Interest expense | 26,005 | - | 26,005 |
| Loss on sale and disposals of property and equipment | 21,614 | - | 21,614 |
| Meetings and seminars | 3,092 | - | 3,092 |
| Miscellaneous | 2,353 | 1,403 | 3,756 |
| Office supplies | 15,189 | - | 15,189 |
| Professional counselors | 49 | - | 49 |
| Rent expense | 9,600 | - | 9,600 |
| Repairs and maintenance | 4,870 | - | 4,870 |
| Telephone | 6,809 | - | 6,809 |
| Utilities | 21,610 | - | 21,610 |
| | <u>548,109</u> | <u>64,362</u> | <u>612,471</u> |
| Total Expenses | <u>\$ 548,109</u> | <u>\$ 64,362</u> | <u>\$ 612,471</u> |

The accompanying notes are an integral part of this statement.

**SAFE HARBOR
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2009**

| | |
|---|--------------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | |
| Change in net assets | \$ (96,036) |
| Adjustments to reconcile change in net assets to net cash used in operating activities: | |
| Depreciation | 14,562 |
| Loss on sale and disposals of property and equipment | 21,614 |
| (Increase)/decrease in operating assets: | |
| Accounts receivable | 21,889 |
| Prepaid expenses | (2,855) |
| Other assets | (250) |
| Increase/(decrease) in operating liabilities: | |
| Accounts payable | (2,115) |
| Accrued unpaid leave | (3,390) |
| Payroll liabilities | <u>(62)</u> |
| Net cash used in operating activities | (46,643) |
| CASH FLOWS FROM INVESTING ACTIVITIES | |
| Purchases of property and equipment | <u>(6,090)</u> |
| Net cash used in investing activities | (6,090) |
| CASH FLOWS FROM FINANCING ACTIVITIES | |
| Payments on mortgage payable | <u>(4,319)</u> |
| Net cash used in financing activities | <u>(4,319)</u> |
| Net Decrease in Cash and Cash Equivalents | (57,052) |
| Cash and Cash Equivalents at Beginning of Year | <u>189,746</u> |
| Cash and Cash Equivalents at End of Year | <u><u>\$ 132,694</u></u> |

The accompanying notes are an integral part of this statement.

**SAFE HARBOR
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2009**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization

Safe Harbor (the “Organization”) was incorporated in January 1991 as a Louisiana non-profit organization which is qualified under Section 501(c)(3) of the Internal Revenue Code to provide services to women and their dependent children who are victims of domestic violence. The Safe Harbor Battered Women’s Shelter Program provides temporary housing for its clients. Clients also receive food and clothing, as well as information on housing, legal and welfare aid and assistance in educational and employment matters. There is also a full-time children’s coordinator at the Shelter to oversee a fully-developed children’s program. The Organization incorporates counseling, case management, court advocacy and referrals to community-based programs. All services are free and confidential, and a crisis line is answered 24 hours a day by staff or volunteers.

Outreach offices in the western part of St. Tammany parish located in Covington, Louisiana and in Washington Parish in Franklinton, Louisiana not only serve as a meeting place for court appearances but also as a location for individual or group counseling and legal advocacy. In an endeavor to keep the location of the battered women’s shelter secret from the general public, Safe Harbor has a policy of allowing donors to call the Safe Harbor telephone number listed in the telephone book and arrangements can be made to pick up the donation at a prearranged time and location agreed upon by the Safe Harbor representative and the donor.

Economic Dependence

Safe Harbor is significantly funded by the State of Louisiana, Office on Women’s Policy. Should the Office on Women’s Policy cut its funding or disallow items, this would have a negative impact on the Organization’s operations.

Basis of Presentation

The financial statements are prepared on the accrual basis of accounting and financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Statement of Financial Accounting Standards (SFAS) No. 117, *Financial Statements of Not-For-Profit Organizations*. Under SFAS No. 117, Safe Harbor is required to report its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. Also required is the presentation of a statement of cash flows.

Unrestricted net assets represent those assets which are not subject to donor-imposed stipulations and, therefore, are assets the Organization may use at its discretion.

Temporarily restricted net assets result from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of Safe Harbor pursuant to those stipulations.

Permanently restricted net assets result from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of Safe Harbor.

**SAFE HARBOR
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2009**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Basis of Presentation, continued

Net assets of the two restricted classes are created only by donor-imposed restrictions on their use. All other net assets, including board-designated or appropriated amounts, are legally unrestricted and are reported as part of the unrestricted class.

As of June 30, 2009, the Organization does not have any permanently restricted net assets.

Revenues are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-stipulated restrictions. Expenses are reported as decreases in unrestricted net assets. Expirations of temporary restrictions on net assets (i.e., the donor-stipulated purpose has been fulfilled and/or the stipulated time period has elapsed) are reported as reclassifications between the applicable classes of net assets. Restricted contributions whose restrictions are met in the same reporting period are reported as unrestricted support.

Contributions

Safe Harbor has adopted Statement of Financial Accounting Standards (SFAS) No. 116, *Accounting for Contributions Received and Contributions Made*. In accordance with SFAS No. 116, contributions are recognized when the donor makes a promise to give and are recorded as unrestricted, temporarily restricted or permanently restricted support depending on the existence and/or nature of any donor restrictions.

Safe Harbor reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. However, if a restriction is fulfilled in the same period in which the contribution is received, the contribution is reported as an unrestricted contribution.

The Organization reports contributions of assets other than cash at their estimated fair value at the date of the gift and are reported as revenues of the unrestricted net asset class unless explicit donor stipulations specify how the asset must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as revenues of the temporarily restricted or permanently restricted net asset classes. Absent explicit donor stipulations about how long those long-lived assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

Property and Equipment

Land, major renovations or major repairs, and equipment are stated at cost at the date of acquisition or renovation, or, if donated, at fair value at the date of donation. Minor renovations or repairs are charged to operations as repairs and maintenance as incurred. Depreciation is provided on the straight-line basis over the estimated useful life of the asset, which is 5 years for computers and equipment.

During the year ended June 30, 2007, Safe Harbor purchased its own shelter facility. The facility was sold on June 24, 2009 and was depreciated over 39 years for the years ended June 30, 2008 and June 30, 2009. The disposition of the facility was recorded for the year end June 30, 2009.

**SAFE HARBOR
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2009**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Use of Estimates in the Preparation of Financial Statements

In preparing the Organization's financial statements in conformity with accounting principles generally accepted in the United States of America, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and revenue and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents and Concentrations of Credit Risk

For purposes of the statement of cash flows, the Organization considers all restricted highly liquid debt instruments purchased with an initial maturity of three months or less to be cash equivalents.

The Organization maintains cash balances in a local financial institution that may at times exceed amounts covered by insurance provided by the Federal Deposit Insurance Corporation (FDIC) of \$250,000. The Organization did not have cash balances that were in excess of the FDIC insurance at June 30, 2009.

Functional Expense Allocation

The costs of providing the program and administering the related supporting services have been summarized on a functional basis in the statement of functional expenses. Accordingly, expenses that benefit both program and supporting services have been allocated using management's estimates.

Donated Assets and Services

The Organization records noncash donations as contributions at its estimated fair value at the date of donation. For the year ended June 30, 2009, the Organization recorded the following donations:

| | |
|-----------------------------------|------------------|
| Corporate and other organizations | \$ 27,290 |
| Individuals | 12,483 |
| Churches | 974 |
| Total | <u>\$ 40,747</u> |

The Organization recognizes donated services, if significant in amount, that create, or enhance non-financial assets or that require specialized skills that are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. Significant portions of the Organization's functions are conducted by unpaid officers, board members, and volunteers.

The value of this contributed time is not reflected in the accompanying financial statements as they do not create nonfinancial assets nor are they specialized services as described in SFAS No. 116.

Income Taxes

The Organization is a not-for-profit corporation that is exempt from both federal and Louisiana income taxes under Section 501(c)(3) of the Internal Revenue Code and R.S. 12:201 of Louisiana statutes. For the year ended June 30, 2009, the Organization did not have any unrelated business income.

**SAFE HARBOR
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2009**

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Operations

The Organization has entered into grant agreements and reimbursement contracts with various local, state, and federal governmental entities. Noncompliance with the terms of these agreements and contracts could have a significant adverse affect on the operations of the Organization.

NOTE B – ACCOUNTS RECEIVABLE

The accounts receivable are due from various grantors listed below for services provided through June 30, 2009. All receivables are expected to be received in a timely manner. The accounts receivable balance consists of the following as of June 30, 2009:

| | |
|---|------------------|
| United Way | \$ 18,999 |
| Office on Women's Policy – Marriage License | 3,700 |
| Office on Women's Policy – Children's | 4,068 |
| Office on Women's Policy – Program | 4,456 |
| Louisiana Commission on Law Enforcement | 14,726 |
| Louisiana Coalition Against Domestic Violence | <u>16,079</u> |
| | <u>\$ 62,028</u> |

NOTE C – GRANTS FROM GOVERNMENTAL AGENCIES

Grants from governmental agencies include the following for the year ended June 30, 2009:

Total funds in the amount of \$182,500 were awarded under a contract with the State of Louisiana, Office on Women's Policy. The contract included \$55,000 of federal pass-through funds from the United States Department of Health and Human Services, Administration for Children and Families, Family Violence Prevention Services-Grants for Battered Women's Shelters, CFDA #93.671.

Funds in the amount of \$48,464 were received under a contract with the State of Louisiana, Office on Women's Policy. This contract was a federal pass-through grant from the United States Department of Health and Human Services, Administration for Children & Families, Temporary Assistance for Needy Families, CFDA # 93.558.

Funds in the amount of \$17,133 were received under a contract with the State of Louisiana, Office on Women's Policy. This contract allocates and pays a percentage of certain parish imposed fees on marriage license fees to the parishes designated domestic violence shelter.

Federal funds in the amount of \$12,000 were federal pass-through funds from the United States Department of Housing and Urban Development in connection with its Emergency Shelter Grants Program, CFDA #14.231

Funds in the amount of \$21,452 were received in the fiscal year ended June 30, 2009 under a contract with the IOLTA Louisiana Bar Association. This grant was used to supplement the salaries of attorneys and staff working for its 2008 Legal Assistance to the Poor grantees. Only full-time, non-contract attorneys and staff are eligible. The attorney's and staff member's position must have been covered at least in part by the grantee's 2008 LBF grant.

**SAFE HARBOR
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2009**

NOTE C – GRANTS FROM GOVERNMENTAL AGENCIES, continued

Federal pass-through funds in the amount of \$14,726 were received under a contract with the Louisiana Commission on Law Enforcement and Administration of Criminal Justice for the “Domestic Violence Outreach” project. The federal funds were received from the United States Department of Justice, Violence against Women Office as part of the Stop Violence against Women Formula Grant Program, CFDA #16.588.

NOTE D – BOARD DESIGNATED NET ASSETS FOR INVESTMENT IN FACILITIES

Board designated net assets for investment in facilities as of June 30, 2009 consist of cash contributions. These contributions are specifically designated by the Board for the Safe Harbor Building Fund for the future purchase and/or construction of a new shelter facility for Safe Harbor’s Battered Women’s Program.

NOTE E – PROPERTY AND EQUIPMENT

As of June 30, 2009, property and equipment consisted of the following:

| | |
|-------------------------------|-----------------|
| Computers and equipment | \$ 6,358 |
| Less accumulated depreciation | <u>(2,990)</u> |
| | <u>\$ 3,368</u> |

Depreciation expense for the year ended June 30, 2009 was \$14,562.

NOTE F – TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets as of June 30, 2009 consist of allocations from United Way in the amount of \$17,000.

NOTE G – MORTGAGES PAYABLE

At June 30, 2008, the Organization was indebted to Creative Kid Learning Center, LLC under a Louisiana Bond for Deed Contract. The contract had a maturity date of August 23, 2010 with interest of 8.25%. Payments were made on a monthly basis with a balloon payment due at the end of the contract. The total amount of the contract was \$340,500 with an initial down payment of \$20,000. Monthly payments were \$3,357 including principal, interest, tax, insurance, and administrator’s fees.

On June 26, 2009 the Organization cancelled the bond for deed contract, under which it was purchasing its existing facility. The building, leasehold improvements, accumulated depreciation and mortgage payable were removed from the books and the Organization recorded a book loss of \$16,032 for the fiscal year ending June 30, 2009. As part of this transaction the Organization entered into a lease of new facilities with a purchase option, described in the following Note H, Rent and Rental Commitments.

**SAFE HARBOR
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2009**

NOTE H – RENT AND RENTAL COMMITMENTS

On June 26, 2009 the Organization entered into a seven (7) year lease of a facility composed of three adjacent buildings for a monthly rent of \$3,500 per month. The previous facility was vacated. The facility is owned by SHS Foundation, an entity owned by a person who serves as an advisor to the Organization, but who is not on the Board of Directors. The lease is a triple net lease providing for the Organization to bear all utilities, insurance, taxes and upkeep costs.

Further, SHS Foundation purchased the previous facility immediately after the bond for deed contract was cancelled, thus SHS Foundation is presently the owner of the previous facility and the new facility. As noted above, the new facility is leased to the Organization. The previous facility was immediately leased to an unrelated party for use as a day care center and will continue to be leased unless the Organization desires to either utilize it for its own use or can adequately support rent for the previous facility in addition to the new facility.

At the expiration of the lease, the Organization has the option to purchase both the new facility and the previous facility from SHS Foundation, or at its option, 100% of the stock of SHS Foundation, for a price equal to \$1 plus the principal amount of indebtedness on the previous facility and the new facility at that time owed by SHS Foundation.

The option agreement provides that the loan principal reductions paid by SHS Foundation, as a result of loan payments funded with 1) the \$3,500 monthly rent of the facility paid by the Organization and 2) the monthly rent (presently \$1,800 per month) of the previous facility paid by the tenant of the previous facility, which reduce the outstanding loan balances owed by SHS Foundation, also reduce the option purchase price.

The following schedule is as of June 30, 2009:

| | Inception of Loans as of June 30, 2009 | Termination estimated to June 30, 2015 |
|--|--|--|
| Loan on previous facility | \$ 241,866 | \$ 189,155 |
| Loan on residential buildings | 133,700 | 104,562 |
| Loan on building C | 178,430 | 139,544 |
| Second mortgage loan on all buildings: | 280,923 | 219,700 |
| Total Principal | \$ 834,919 | \$ 652,961 |

The projected principal reduction as of June 30, 2015 is \$181,958.

Accordingly, the above transactions are estimated to produce a benefit to the Organization, if and only if the Organization is able to exercise, and exercises, its option to purchase SHS Foundation, in the amount of \$181,958 over seven (7) years, plus the benefit of any appreciation in value of the new facility and previous facility over such period, if any.

However, because the option price is not a nominal amount, the purchase option, while capable of being exercised, is not substantially certain of being exercised, and because the exercise of the option will require the Organization to secure additional long term funding it does not presently possess (projected at approximately \$652,961), the lease and related purchase option are being treated as a true operating lease and not a capital lease.

**SAFE HARBOR
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2009**

NOTE H – RENT AND RENTAL COMMITMENTS, continued

In addition, rent payment of \$120 per month is for a storage unit at a local storage facility. The storage unit is used to store non-cash donations until such time as they can be used by the shelter facility or its clients.

NOTE I – ACCRUED UNPAID LEAVE

The Organization's full-time employees accrue annual leave as follows:

| | |
|------------|--------------|
| Year 1-3 | 7 days/year |
| Year 4-7 | 9 days/year |
| Year 8-10 | 12 days/year |
| Year 10-15 | 14 days/year |
| Year 15+ | 21 days/year |

Annual leave is not cumulative and normally must be taken in the year earned. Exceptions for carrying over annual leave are limited to five (5) days and require the approval of the Executive Director. Days accumulated beyond five days without prior approval will not be paid. Sick leave is earned by regular full-time employees at the rate of 12 days per year. Up to five (5) days of accrued sick leave may be carried over to the next year. In the event of resignation or termination, there is no payment for unused sick leave.

As a result of staffing shortages caused by Hurricane Katrina, employees were not able to use their accrued vacation before the end of the year and the Executive Director approved the carryover of vacation and sick time until December 31, 2009. The Organization has accrued \$2,443 of accrued unpaid leave as of June 30, 2009.

NOTE J – RELATED PARTY TRANSACTION

An affiliated organization purchased a facility for use by the Organization in April 2009. The Organization used the facility without a rental agreement and did not record the transaction due to the insignificant value of the transaction. In August 2009, this facility was destroyed by an electrical fire.

**OTHER INDEPENDENT AUDITORS' REPORT
AND FINDINGS AND RECOMMENDATIONS**



Silva Gurtner & Abney

Certified Public Accountants & Consultants

Brent A. Silva, CPA
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*Limited Liability Companies

**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
Safe Harbor
Mandeville, Louisiana

We have audited the financial statements of Safe Harbor, (a not-for-profit corporation) (the "Organization"), as of and for the year ended June 30, 2009, and have issued our report thereon dated December 28, 2009. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control over Financial Reporting

In planning and performing our audit, we considered Safe Harbor's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Organization's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Organization's financial statements that is more than inconsequential will not be prevented or detected by the Organization's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Organization's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

4565 Lasalle St., Ste. 300
Mandeville, LA 70471
Phone: (985) 626-8299
Fax: (985) 626-9767

Limited Liability Company
www.silva-cpa.com

4330 Dumame Street
New Orleans, LA 70119
Phone: (504) 833-2436
Fax: (504) 484-0870

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Safe Harbor's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance on other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the management of Safe Harbor, the Board of Directors, others within the Organization, the Louisiana Legislative Auditor and federal awarding agencies and passed through entities and is not intended to be and should not be used by anyone other than these specified parties. However, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Silva Gurtner & Alney, LLC

December 28, 2009

SAFE HARBOR, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2009

Section I - Summary of Auditors' Results

Financial Statements

| | | | |
|--|-------------|----------------------|------------------|
| Type of auditors' report issued: | Unqualified | | |
| Internal control over financial reporting: | | | |
| Material weaknesses identified? | _____ yes | _____ <u>X</u> _____ | no |
| Significant deficiencies identified not considered to be material weaknesses? | _____ yes | _____ <u>X</u> _____ | none reported |
| Noncompliance material to financial statements noted? | _____ yes | _____ <u>X</u> _____ | no |

Federal Awards

| | |
|--|-----------------|
| Internal control over major programs: | |
| Material weaknesses identified? | Not applicable. |
| Significant deficiencies identified not considered to be material weaknesses? | Not applicable. |

| | |
|--|----------------|
| Type of auditors' report issued on compliance for major programs: | Not applicable |
|--|----------------|

| | |
|--|----------------|
| Any audit findings disclosed that are required to be reported in accordance with Circular A-133, Section .510 (a)? | Not applicable |
|--|----------------|

Identification of major programs:

CFDA Numbers

Not Applicable

| | |
|---|------------------------------|
| Dollar threshold used to distinguish between Type A and Type B programs: | _____ <u>\$300,000</u> _____ |
|---|------------------------------|

| | |
|--------------------------------------|----------------|
| Auditee qualified as low-risk audit? | Not applicable |
|--------------------------------------|----------------|

Section II - Internal Control & Compliance
Governmental Auditing Standards

Internal Control

| <u>Item Number</u> | <u>Agency/Program</u> | <u>Questioned Costs</u> |
|--------------------|-----------------------|-------------------------|
|--------------------|-----------------------|-------------------------|

No findings and questioned costs for the year ended June 30, 2009

SAFE HARBOR, INC.
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2009

| <u>Ref. No.</u> | <u>Fiscal Year Finding Initially Occurred</u> | <u>Description</u> | <u>Corrective Action Taken (Yes, No, Partially)</u> | <u>Planned Corrective Action/Partial Corrective Action Taken</u> |
|-----------------|---|---|---|--|
| 2006-1 | 6/30/2005 | The Organization failed to comply with the Open Meeting Law Act LSA-R.S. 24:1 to 24:12 by not posting notice of board meetings. | Yes | Resolved. |