

**LOUISIANA CENTER FOR CHILDREN'S RIGHTS
(A NONPROFIT ORGANIZATION)**

FINANCIAL STATEMENTS

FOR THE YEARS ENDED

JUNE 30, 2022 AND 2021

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

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INDEPENDENT AUDITORS' REPORT ON FINANCIAL STATEMENTS

To the Board of Directors and Executive Director of
Louisiana Center for Children's Rights
New Orleans, Louisiana

Opinion

We have audited the accompanying financial statements of Louisiana Center for Children's Rights, (a nonprofit organization), which comprise the statements of financial position as of June 30, 2022 and 2021, and the related statements of activities, statement of functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Louisiana Center for Children's Rights as of June 30, 2022 and 2021, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Louisiana Center for Children's Rights 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 opinion.

Responsibility of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

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 Louisiana Center for Children's Rights' ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

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 opinion. 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 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, 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 Louisiana Center for Children's Rights' 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 Louisiana Center for Children's Rights' 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.

Report on Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The Schedule of Compensation, Benefits and Other Payments to Executive Director is presented for purposes of additional analysis and is not a required part of the 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 financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 4, 2022, on our consideration of Louisiana Center for Children’s Rights’ 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 Louisiana Center for Children’s Rights’ 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 Louisiana Center for Children’s Rights’ internal control over financial reporting and compliance.

Bernard & Franks

Metairie, Louisiana
November 4, 2022

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

STATEMENTS OF FINANCIAL POSITION

JUNE 30, 2022 AND 2021

	2022	2021
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 2,402,791	\$ 2,054,736
Accounts receivable	282,737	350,393
Unconditional promises to give	265,683	235,238
Prepaid expenses	23,082	53,008
Total current assets	\$ 2,974,293	\$ 2,693,375
 PROPERTY AND EQUIPMENT	 \$ 120,912	 \$ 105,567
Less, accumulated depreciation	(107,209)	(102,584)
Total property and equipment	\$ 13,703	\$ 2,983
 Total assets	 \$ 2,987,996	 \$ 2,696,358
 CURRENT LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Payroll liabilities	\$ 12,466	\$ 2,640
Accounts payable	4,742	210
Total current liabilities	\$ 17,208	\$ 2,850
 NET ASSETS		
Without donor restrictions		
Undesignated	\$ 2,278,875	\$ 612,909
Board designated	15,000	15,000
With donor restrictions	676,913	2,065,599
Total net assets	\$ 2,970,788	\$ 2,693,508
 Total current liabilities and net assets	 \$ 2,987,996	 \$ 2,696,358

See notes to the financial statements.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2022**

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUES, GAINS, AND OTHER SUPPORT			
Program service fees	\$ 1,817,834	\$ -	\$ 1,817,834
Contributions			
Contributions and grants	860,770	636,913	1,497,683
Contribution from United Way	-	40,000	40,000
Fundraising contributions	97,572	-	97,572
In-kind rent contribution	71,900	-	71,900
Interest income	358	-	358
Net assets released from restrictions:			
Satisfaction of program restrictions	2,065,599	(2,065,599)	-
	\$ 4,914,033	\$ (1,388,686)	\$ 3,525,347
Total revenues, gains and support			
EXPENSES			
Program services	\$ 2,831,039	\$ -	\$ 2,831,039
Supporting services			
General and administrative	240,959	-	240,959
Fund raising	176,069	-	176,069
	\$ 3,248,067	\$ -	\$ 3,248,067
Total expenses			
Increase (decrease) in net assets	\$ 1,665,966	\$ (1,388,686)	\$ 277,280
NET ASSETS BEGINNING OF THE YEAR	627,909	2,065,599	2,693,508
NET ASSETS END OF THE YEAR	\$ 2,293,875	\$ 676,913	\$ 2,970,788

See notes to the financial statements.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2021**

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUES, GAINS, AND OTHER SUPPORT			
Program service fees	\$ 654,840	\$ 751,566	\$ 1,406,406
Contributions			
Contributions and grants	610,178	1,379,930	1,990,108
Contribution from United Way	-	40,000	40,000
Fundraising contributions	67,867	-	67,867
Paycheck payment program grant	134,834	-	134,834
In-kind rent contribution	67,500	-	67,500
Miscellaneous	10,084	-	10,084
Interest income	2,587	-	2,587
Net assets released from restrictions:			
Satisfaction of program restrictions	1,487,566	(1,487,566)	-
Total revenues, gains and support	\$ 3,035,456	\$ 683,930	\$ 3,719,386
EXPENSES			
Program services	\$ 2,963,406	\$ -	\$ 2,963,406
Supporting services			
General and administrative	84,283	-	84,283
Fund raising	167,031	-	167,031
Total expenses	\$ 3,214,720	\$ -	\$ 3,214,720
Increase (decrease) in net assets	\$ (179,264)	\$ 683,930	\$ 504,666
NET ASSETS BEGINNING OF THE YEAR	807,173	1,381,669	2,188,842
NET ASSETS END OF THE YEAR	\$ 627,909	\$ 2,065,599	\$ 2,693,508

See notes to the financial statements.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2022

	Program Services	Supporting Services		Total
		General and Administrative	Fund Raising	
Compensation and related expenses				
Compensation	\$ 2,040,099	\$ 66,525	\$ 110,875	\$ 2,217,499
Employee benefits and taxes	485,983	15,847	26,412	528,242
Total compensation and related expenses	<u>\$ 2,526,082</u>	<u>\$ 82,372</u>	<u>\$ 137,287</u>	<u>\$ 2,745,741</u>
Client records and welfare	\$ 22,177	\$ -	\$ -	\$ 22,177
Computers and maintenance	15,987	29,909	-	45,896
Consultants and contractors	105,487	87,881	12,419	205,787
Copier and maintenance	1,919	63	104	2,086
Depreciation	4,255	139	231	4,625
Grants to others	-	600	7,329	7,929
In-kind rent contribution	66,148	2,157	3,595	71,900
Insurance	17,059	556	927	18,542
Law library	2,570	-	-	2,570
Meetings for board and staff	2,807	10,132	4,160	17,099
Office expense	10,263	727	2,851	13,841
Policy	3,750	-	-	3,750
Professional and association dues	4,303	433	4,600	9,336
Professional fees	120	24,014	-	24,134
Recruitment	-	436	-	436
Satellite office	600	-	-	600
Training	300	-	-	300
Travel and transportation	47,212	1,540	2,566	51,318
Total expense	<u>\$ 2,831,039</u>	<u>\$ 240,959</u>	<u>\$ 176,069</u>	<u>\$ 3,248,067</u>

See notes to the financial statements.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2021

	Program Services	Supporting Services		Total
		General and Administrative	Fund Raising	
Compensation and related expenses				
Compensation	\$ 2,123,726	\$ 63,367	\$ 115,167	\$ 2,302,260
Employee benefits and taxes	479,262	13,487	26,509	519,258
Total compensation and related expenses	<u>\$ 2,602,988</u>	<u>\$ 76,854</u>	<u>\$ 141,676</u>	<u>\$ 2,821,518</u>
Client records and welfare	\$ 13,873	\$ -	\$ -	\$ 13,873
Computers and maintenance	32,171	952	1,751	34,874
Consultants and contractors	86,610	-	-	86,610
Copier and maintenance	1,828	54	99	1,981
Depreciation	1,370	41	75	1,486
Grants to others	29,250	-	-	29,250
In-kind rent contribution	62,269	3,389	1,842	67,500
Insurance	15,989	473	870	17,332
Law library	3,895	-	-	3,895
Legal research	13,697	405	745	14,847
Marketing	-	-	16,090	16,090
Meetings for board and staff	672	20	37	729
Office expense	15,660	466	852	16,978
Policy	28,113	-	-	28,113
Professional and association dues	7,240	214	394	7,848
Satellite office	12,961	384	705	14,050
Training	15,972	473	869	17,314
Travel and transportation	14,697	435	800	15,932
Volunteer and intern expense	4,151	123	226	4,500
Total expense	<u>\$ 2,963,406</u>	<u>\$ 84,283</u>	<u>\$ 167,031</u>	<u>\$ 3,214,720</u>

See notes to the financial statements.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

**STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021**

	2022	2021
CASH FLOWS FROM OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 277,280	\$ 504,666
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	4,625	1,486
Increase (decrease) in operating assets:		
Accounts receivable	67,656	(174,686)
Unconditional promises to give	(30,445)	30,703
Prepaid expenses	29,926	(1,719)
Increase (decrease) in operating liabilities:		
Payroll liabilities	9,826	(1,860)
Accounts payable	4,532	(1,614)
Paycheck payment program refundable advance	-	(134,834)
SBA EIDL advance	-	(10,000)
Net cash provided by (used by) operating activities	\$ 363,400	\$ 212,142
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments for property and equipment	\$ (15,345)	\$ -
Net cash provided by (used by) investing activities	\$ (15,345)	\$ -
Net increase in cash and cash equivalents	\$ 348,055	\$ 212,142
Beginning cash and cash equivalents	\$ 2,054,736	\$ 1,842,594
Ending cash and cash equivalents	\$ 2,402,791	\$ 2,054,736

See notes to the financial statements.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2022 AND 2021

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of the Organization

Louisiana Center for Children's Rights is a nonprofit law office that supports the juvenile defense system of Louisiana. The Organization's mission and vision are as follows:

Mission

Using direct representation and advocacy, we fight to keep children out of the justice system so that they can thrive in their homes and communities.

Vision

We envision a Louisiana where every child, no matter their race or class, is free to be a kid and supported in becoming a healthy adult.

Basis of Presentation

The financial statements of the Organization have been prepared on the accrual basis in accordance with accounting principles generally accepted in the United States of America, which requires the Organization to report information regarding its financial position and activities according to the following net asset classifications:

Net Assets Without Donor Restrictions - Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and the Board of Directors.

Net Assets With Donor Restrictions – Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by the passage of time. Other donor restrictions are perpetual in nature, whereby, the donor has stipulated these funds be maintained in perpetuity.

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 could differ from those estimates.

Cash and Cash Equivalents

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

Accounts Receivable

Accounts receivable which consists of contracts for the provision of legal services are stated at the amount management expects to collect from unpaid balances, less an allowance for doubtful accounts. The Organization provides for losses on accounts receivable using the allowance method. The Organization considers accounts receivable to be fully collectible.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2022 AND 2021

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Unconditional Promises to Give

Unconditional promises to give that are expected to be collected within one year are recorded at their net realizable value. Contributions receivable that are expected to be collected in future years are recorded at the present value of estimated future cash flows. The discounts on these amounts are computed using a risk-free interest rate of 5% applicable to the year in which the contribution is made. Amortization of the discount is included in contribution revenue.

Refundable Advance

When grants are received with conditions on future uncertain events, they are not recorded as contribution revenue until donor conditions are met. They are recorded as a refundable advance and will subsequently be recognized as contribution revenue when donor conditions are met.

Property and Equipment

All acquisitions of property and equipment in excess of \$1,000 and all expenditures for repairs, maintenance, renewals, and betterments that materially prolong the useful lives of assets are capitalized. Property and equipment are carried at cost or, if donated, at the approximate fair value at the date of donation. Depreciation for furniture and equipment is computed using the straight-line method over the useful life of the assets, which is typically five years.

Program Service Fees

Contracts for service revenue are recognized as earned as the services are provided in accordance with the approved contracts.

Contributions

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the contribution is recognized. All other donor restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Contributed property and equipment are recorded at fair value at the date of donation. Contributions with donor-imposed stipulations regarding how long the contributed assets must be used are recorded as net assets with donor restrictions; otherwise, the contributions are recorded as net assets without donor restrictions.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2022 AND 2021

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

In-Kind Contributions and Contributed Services

In-kind contributions are reflected as contributions at their fair value at date of donation and are reported as support without donor restrictions unless explicit donor stipulations specify how donated assets must be used. The Organization benefited from in-kind rent contribution for its administrative and program office space. This amount has been reported as both in-kind rent contribution and in-kind rent expense on the statements of activities. The Organization recognizes the fair value of contributed services received if such services a) create or enhance nonfinancial assets or b) require specialized skills that are provided by individuals possessing those skills and would typically need to be purchased if not contributed. The Organization receives services from volunteers who give their time to the Organization's programs and fund-raising campaigns, but which do not meet the criteria for financial statement recognition.

Concentrations

The Organization's primary source of revenue is derived from program service fees and contributions and grants. For the years ended June 30, 2022 and 2021, \$1,817,834 and \$1,406,406 or 51% and 37% of the Organization's total gross revenue was from program service fees, respectively. In addition, \$1,577,683 and \$2,070,108 or 44% and 55% from contributions and grants revenue. The Organization receives a significant amount of these revenues through various governmental entities. If significant budget cuts are made at the federal, state, or local level, the amount of funds the Organization receives could be reduced significantly and have an adverse impact on its operations.

Expense Allocation

The costs of providing program services and other activities have been summarized on a functional basis in the Statement of Activities and in the Statement of Functional Expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited based on use rates estimated by management.

Income Tax Status

The Organization is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation. The Organization's Form 990, *Return of Organization Exempt from Income Tax*, for the years ending June 30, 2020-2022 are subject to examination by the IRS, generally for three years after they were filed.

Reclassifications

Certain prior year amounts have been reclassified to conform to the current year presentation.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2022 AND 2021

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Implementation of New Accounting Standard

In September 2020, the FASB issued Accounting Standards Update Number 2020-07, *Not-for-Profit Entities (Topic 958): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*, to bring more transparency and consistency to the presentation and disclosure of gifts-in-kind. While many not-for-profits already separately report gifts-in-kind and make some of the disclosures required by ASU 2020-07, the new standard will bring presentation and disclosure consistency across not-for-profits. The Organization has implemented the new standard for the year ended June 30, 2022.

New Accounting Pronouncements

The FASB issued Accounting Standards Update Number, 2014-09, *Revenue from Contracts with Customers (Topic 606)*, to update its revenue recognition standard to clarify the principles of recognizing revenues and eliminate industry-specific guidance as well as help financial statement users better understand the nature, amount, timing, and uncertainty of revenue that is recognized. The standard may be applied either retrospectively to each period presented or as a cumulative-effect adjustment as of the date of adoption. The Organization is currently evaluating the impact of the guidance on its financial statements and plans to adopt this update by the effective date.

The FASB issued Accounting Standards Update Number 2016-02 affecting ASC 842, *Leases*, which provides guidance for any entity that enters a lease (as defined in this Update), with some specified scope exemptions. The guidance in this Update supersedes ASC 840 *Leases*. The primary objective of this update is to increase transparency and comparability among organizations by recognizing lease assets and lease liabilities in the statement of financial position and disclosing key information about leasing arrangements. The Organization is currently evaluating the impact of the guidance on its financial statements and plans to adopt this update by the effective date.

NOTE 2. CASH AND CASH EQUIVALENTS

The Organization maintains two bank accounts, which includes a money market account and a checking account, at one bank in New Orleans, Louisiana. Accounts at the institution are insured by the Federal Deposit Insurance Corporation (FDIC) for amounts up to \$250,000 for interest bearing accounts. Cash at these institutions exceeded FDIC limits by \$2,190,221 and \$1,848,295 at June 30, 2022 and 2021, respectively. The Organization maintains its cash with a high-quality financial institution which the Organization believes limits these risks.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

**NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2022 AND 2021**

NOTE 3. PROPERTY AND EQUIPMENT

Property and equipment for the years ended June 30, 2022 and 2021 is as follows:

	<u>2022</u>	<u>2021</u>
Equipment	\$ 74,938	\$ 59,593
Furniture	45,974	45,974
	<u>\$ 120,912</u>	<u>\$ 105,567</u>
Less accumulated depreciation	(107,209)	(102,584)
Total	<u>\$ 13,703</u>	<u>\$ 2,983</u>

Depreciation expense for the years ended June 30, 2022 and 2021 was \$4,625 and \$1,486, respectively.

NOTE 4. UNCONDITIONAL PROMISES TO GIVE

The Organization had the following unconditional promises to give for the years ended June 30, 2022 and 2021.

	<u>2022</u>	<u>2021</u>
Baptist Community Ministries	\$ 105,000	\$ 95,238
United Way	40,000	40,000
Louisiana Bar Foundation	37,000	-
Andrus Foundation	80,000	-
Episcopal Community Services	3,683	-
Campbell Foundation	-	20,000
Methodist Health System Foundation	-	80,000
Total unconditional promises to give	<u>\$ 265,683</u>	<u>\$ 235,238</u>

NOTE 5. LEASE AND DONATED FACILITIES

On June 1, 2015, the Organization entered into a lease agreement with the City of New Orleans whereby the Organization would lease space at no cost for its administrative and program facility. The City of New Orleans owns and manages the facility. The initial term of the donated lease was for a three-year period that ended on May 31, 2018. Beginning June 1, 2018, the Organization continues to have use of the office space with services and utilities at no cost. The Organization recorded the fair value of the annual lease as a in-kind rental contribution and expense. The current fair market value of the lease is \$71,900. In-kind rent contribution and expense of \$71,900 and \$67,500 was recorded for the years ended June 30, 2022 and 2021, respectively.

The Organization leased satellite office spaces at various locations on a month-to-month basis. Satellite rent expense was \$600 and \$14,050 for the years ended June 30, 2022 and 2021, respectively.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2022 AND 2021

NOTE 6. NET ASSETS

At June 30, 2022 and 2021, the Organization had \$676,913 and \$2,065,599 in net assets with donor restrictions in which the contributed amounts will be used for program purposes, respectively.

Net assets without donor restrictions for the years ended June 30, 2022 and 2021 are as follows:

	<u>2022</u>	<u>2021</u>
Undesignated	\$ 2,278,875	\$ 612,909
Board designated	<u>15,000</u>	<u>15,000</u>
	<u>\$ 2,293,875</u>	<u>\$ 627,909</u>

The Board has designated funds to be set aside for future liquidity needs.

NOTE 7. LIQUIDITY

The following reflects the Organization's financial assets as of the balance sheet date, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the balance sheet date.

Financial assets at year-end:	<u>2022</u>	<u>2021</u>
Cash and cash equivalents	\$ 2,402,791	\$ 2,054,736
Accounts receivable	282,737	350,393
Unconditional promises to give	<u>265,683</u>	<u>235,238</u>
Total financial assets available	<u>\$ 2,951,211</u>	<u>\$ 2,640,367</u>

The Organization is substantially supported by grants, governmental contracts and contributions. Because a donor's restriction requires resources to be used in a particular manner or in a future period, the Organization must maintain sufficient resources to meet those responsibilities to its donors. As part of the Organization's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due. Occasionally, the board designates a portion of any operating surplus to its liquidity reserves, which was \$15,000 as of June 30, 2022 and 2021. The funds established by the governing board may be drawn upon in the event of financial distress or an immediate liquidity need resulting from events outside the typical life cycle of converting financial assets to cash or settling financial liabilities.

NOTE 8. PAYCHECK PROTECTION PROGRAM

The Organization recognized \$0 and \$134,834 of the proceeds from the Paycheck Protection Program as revenue on the Statement of Activities for the years ended June 30, 2022 and 2021, respectively. The Paycheck Protection Program loan was spent on salary related expenses and was granted full forgiveness of the loan, therefore meeting the conditions to be recognized as revenue.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2022 AND 2021

NOTE 9. CONTINGENCY

The Organization is a recipient of contracts and grants from the state and federal funding agencies. The contracts and grants are governed by various state and federal guidelines, regulations, and contractual agreements. The administration of the programs and activities funded by these contracts and grants are under the control and administration of the Organization and are subject to audit and/or review by the funding agencies. Any contract or grant found to be not properly spent in accordance with the terms, conditions, and regulations of the state and federal agencies may be subject to recapture.

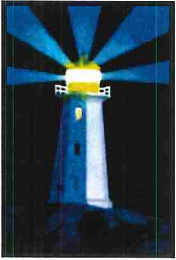
NOTE 10. RELATED PARTY TRANSACTION

The Board of Directors is a voluntary board. No compensation was paid to any board member during the years ended June 30, 2022 and 2021.

NOTE 11. SUBSEQUENT EVENTS

Management has evaluated subsequent events through November 4, 2022, the date which the financial statements were available for use. Management's evaluation revealed no subsequent events that require adjustment to or disclosure in the financial statements.

GOVERNMENT AUDITING STANDARDS COMPLIANCE REPORT



**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 and Executive Director of
Louisiana Center for Children's Rights
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 Louisiana Center for Children's Rights (a nonprofit organization), which comprise the statements of financial position as of June 30, 2022 and 2021, and the related statements of activities, and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated November 4, 2022.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Louisiana Center for Children's Rights' 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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Louisiana Center for Children's Rights' internal control. Accordingly, we do not express an opinion on the effectiveness of Louisiana Center for Children's Rights' 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 organization'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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Louisiana Center for Children's Rights' 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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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 organization'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 organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Bernard & Franks

Metairie, Louisiana

November 4, 2022

LOUISIANA CENTER FOR CHILDREN'S RIGHTS
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2022

SUMMARY OF AUDITORS' RESULTS

1. The auditors' report expresses an unmodified opinion on the financial statements of Louisiana Center for Children's Rights, which was prepared in accordance with generally accepted accounting principles 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.
2. No significant deficiencies or material weaknesses of Louisiana Center for Children's Rights' in internal control were disclosed by the audit of the financial statements as 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 Performed in accordance with *Government Auditing Standards*.
3. No instances of noncompliance material to the financial statements of Louisiana Center for Children's Rights were disclosed in the 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*.
4. No management letter was issued for June 30, 2022.
5. Louisiana Center for Children's Rights did not expend more than \$750,000 in federal awards during the year ended June 30, 2022, and therefore, is exempt from the audit requirements under the *Uniform Guidance*.

FINDINGS-FINANCIAL STATEMENTS

There were no findings for the year ended June 30, 2022.

FINDINGS-FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

This is not applicable to the Organization for the year ended June 30, 2022.

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

**SCHEDULE OF PRIOR YEAR AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2022**

There were no audit findings for the year ended June 30, 2021.

SUPPLEMENTARY INFORMATION

LOUISIANA CENTER FOR CHILDREN'S RIGHTS

SCHEDULE OF COMPENSATION, BENEFITS AND OTHER
PAYMENTS TO EXECUTIVE DIRECTOR

FOR THE YEAR ENDED JUNE 30, 2022

Agency Head Name: Aaron Clark-Rizzo

Salary	\$	99,500
Benefits-insurance		21,240
Reimbursements		1,835
Professional license		150
Total	\$	<u>122,725</u>



INDEPENDENT ACCOUNTANTS' REPORT
ON APPLYING AGREED-UPON PROCEDURES

To the Board of Directors and the Louisiana Legislative Auditor:

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 fiscal period July 1, 2021 through June 30, 2022. Louisiana Center for Children's Rights' management is responsible for those C/C areas identified in the SAUPs.

Louisiana Center for Children's Rights 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 fiscal period July 1, 2021 through June 30, 2022. 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 as follows:

Written Policies and Procedures

1. 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.

Result: There were no exceptions noted.

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.

Result: There were no exceptions noted.

c) ***Disbursements***, including processing, reviewing, and approving.

Result: There were no exceptions noted.

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).

Result: There were no exceptions noted.

- 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(s) rate of pay or approval and maintenance of pay rate schedules.

Result: There were no exceptions noted.

- 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.

Result: The Organization's policies and procedures do address the approval process and general type of contracts that they may obtain but does not address the specific types of services requiring written contracts, standard terms and conditions, legal review, or the monitoring process.

- g) ***Credit Cards (and debit cards, fuel cards, P-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).

Result: There were no exceptions noted.

- h) ***Travel and Expense Reimbursement***, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.

Result: There were no exceptions noted.

- 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.

Result: There were no exceptions noted as the Organization is a nonprofit organization and the ethics agreed-upon procedures do not apply.

- j) ***Debt Service***, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.

Result: The Organization is a nonprofit organization; therefore, the debt service agreed-upon procedures do not apply.

- 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.

Result: The Organization's Accounting Policies and Procedures do not address the periodic testing/verification that backups can be restored, the use of antivirus software, timely application of all available system and software patches/updates, and identification of personnel, processes, and tools needed to recover operations after a critical event.

While the Organization's Procedures do not address the issue, the Organization retains an Information Technology contractor who administers the daily backup of computers, and regularity tests that backups can be restored.

- l) ***Sexual Harassment***, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

Result: There were no exceptions noted because the Organization is a nonprofit organization; therefore, the sexual harassment agreed-upon procedures do not apply.

Board or Finance Committee

2. 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.

Results: There were no exceptions noted.

- b) For those entities reporting on the nonprofit 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.

Results: There were no exceptions noted.

- 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.

Result: There were no exceptions noted.

Bank Reconciliations

3. 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:

Result: There were no exceptions noted.

- 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);

Result: There were no exceptions noted.

- b) Bank reconciliations include 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

Result: There were no exceptions noted.

- 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.

Result: There were no exceptions noted.

Collections (excluding electronic funds transfers)

4. 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).

Result: There were no exceptions noted. All cash receipts are collected at the administrative office, therefore there is only one location.

5. 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 (i.e., 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if no written policies or procedures, 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:

Result: There were no exceptions noted. All cash receipts are collected at the administrative office, therefore there is only one location.

- a) Employees responsible for cash collections do not share cash drawers/registers.

Result: There were no exceptions noted.

- b) Each employee responsible for collecting cash is not responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit.

Result: There were no exceptions noted.

- c) Each employee responsible for collecting cash is not 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.

Result: There were no exceptions noted.

- 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, are not responsible for collecting cash, unless another employee/official verifies the reconciliation.

Result: There were no exceptions noted.

- 6. Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe the bond or insurance policy for theft was enforced during the fiscal period.

Result: There were no exceptions noted.

- 7. Randomly select two deposit dates for each of the 5 bank accounts selected for procedure #3 under "Bank Reconciliations" above (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). Obtain supporting documentation for each of the 10 deposits and:

Results: There were no exceptions noted.

- a) Observe that receipts are sequentially pre-numbered.

Result: There were no exceptions noted.

- b) Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.

Result: There were no exceptions noted.

- c) Trace the deposit slip total to the actual deposit per the bank statement.

Result: There were no exceptions noted.

- d) Observe 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).

Result: There were no exceptions noted.

- e) Trace the actual deposit per the bank statement to the general ledger.

Result: There were no exceptions noted.

Non-Payroll Disbursements (excluding card purchases/payments, travel reimbursements, and petty cash purchases)

8. 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).

Result: There were no exceptions noted.

9. For each location selected under #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, 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/making the purchase.

Result: There were no exceptions noted.

- b) At least two employees are involved in processing and approving payments to vendors.

Result: There were no exceptions noted.

- 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.

Result: There were no exceptions noted.

- 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.

Result: There were no exceptions noted.

10. For each location selected under #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 matched the related original itemized invoice and supporting documentation indicates deliverables included on the invoice were received by the entity.

Result: There were no exceptions noted.

- b) Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under #9, as applicable.

Result: There were no exceptions noted.

Credit Cards/Debit Cards/Fuel Cards/P-Cards

11. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and P-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.

Result: There were no exceptions noted.

12. 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:

Result: There were no exceptions noted.

- 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.

Result: There were no exceptions noted.

- b) Observe that finance charges and late fees were not assessed on the selected statements.

Result: There were no exceptions noted.

13. Using the monthly statements or combined statements selected under #12 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 (i.e., each card should have 10 transactions subject to testing). For each transaction, observe 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 note whether management had a compensating control to address missing receipts, such as a "missing receipt statement" that is subject to increased scrutiny.

Result: There were no exceptions noted.

Travel and Travel-Related Expense Reimbursements (excluding card transactions)

14. 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, 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:

Result: There were no exceptions noted.

- a) If reimbursed using a per diem, observe 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).

Result: There were no exceptions noted.

- b) If reimbursed using actual costs, observe the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased.

Result: There were no exceptions noted.

- c) Observe 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 policy (procedure #1h).

Result: There were no exceptions noted.

- d) Observe each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

Result: There were no exceptions noted.

Contracts

- 15. 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. 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:

Result: There were no exceptions noted.

- a) Observe whether the contract was bid in accordance with the Louisiana Public Bid Law if required by law.

Result: This is not applicable to the Organization.

- 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).

Result: There were no exceptions noted.

- c) If the contract was amended, observe the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms.

Result: There were no exceptions noted.

- 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 the invoice and related payment agreed to the terms and conditions of the contract.

Result: There were no exceptions noted.

Payroll and Personnel

16. 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.

Result: There were no exceptions noted.

17. Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under #16 above, obtain attendance records and leave documentation for the pay period, and:

a) Observe all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory).

Result: There were no exceptions noted.

b) Observe whether supervisors approved the attendance and leave of the selected employees or officials.

Result: There were no exceptions noted.

c) Observe any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records.

Result: There were no exceptions noted.

d) Observe the rate paid to the employees or officials agree to the authorized salary/pay rate found within the personnel file.

Result: There we no exceptions noted.

18. 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, 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 or officials' cumulative leave records, agree the pay rates to the employee or officials' authorized pay rates in the employee or officials' personnel files, and agree the termination payment to entity policy.

Result: There were no exceptions noted.

19. 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.

Result: There were no exceptions noted.

Ethics

20. Using the 5 randomly selected employees/officials from procedure #16 under “Payroll and Personnel” above obtain ethics documentation from management, and:

- a. Observe whether the documentation demonstrates each employee/official completed one hour of ethics training during the fiscal period.

Result: The Organization is a nonprofit organization; therefore, this procedure is not applicable.

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

Result: The Organization is a nonprofit organization; therefore, this procedure is not applicable.

Debt Service

21. 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 State Bond Commission approval was obtained for each debt instrument issued.

Result: The Organization is a nonprofit organization; therefore, this procedure is not applicable.

22. 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).

Result: The Organization is a nonprofit organization; therefore, this procedure is not applicable.

Fraud Notice

23. 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.

Result: There were no exceptions noted.

24. Observe 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.

Result: There were no exceptions noted.

Information Technology Disaster Recovery/Business Continuity

25. Perform the following procedures:

- a) Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if no written documentation, inquire of personnel responsible for backing up critical data) and observe that such backup occurred within the past week. If backups are stored on a physical medium (e.g., tapes, CDs), observe evidence that backups are encrypted before being transported.

Result: We performed the procedure and discussed the results with management.

- b) Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if no written documentation, inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.

Result: We performed the procedure and discussed the results with management.

- 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.

Result: We performed the procedure and discussed the results with management.

Sexual Harassment

26. Using the 5 randomly selected employees/officials from procedure #16 under "Payroll and Personnel" above, obtain sexual harassment training documentation from management, and observe the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year.

Result: The Organization is a nonprofit organization; therefore, this procedure is not applicable.

27. Observe 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).

Result: The Organization is a nonprofit organization; therefore, this procedure is not applicable.

28. 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 it 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;
- 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.

Result: The Organization is a nonprofit organization; therefore, this procedure is not applicable.

We were engaged by Louisiana Center for Children's Rights 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 Louisiana Center for Children's Rights 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 SAUPs, 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.



Metairie, Louisiana
November 4, 2022

LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Quasi-Public Agencies)

Dear Chief Executive Officer:

Attached is the Louisiana Compliance Questionnaire that is to be completed by you or your staff. This questionnaire is a required part of a financial audit of Louisiana quasi-public agencies. The completed and signed questionnaire must be presented to and adopted by the governing body, if any, of your organization by means of a formal resolution in an open meeting.

The completed and signed questionnaire and a copy of the adoption instrument, if appropriate, **must be given to the auditor at the beginning of the audit.** The auditor will, during the course of his/her regular audit, test the accuracy of the responses in the questionnaire. It is not necessary to return the questionnaire to the Legislative Auditor's office.

Certain portions of the questionnaire may not be applicable to your organization. In such cases, it is appropriate to mark the representation "not applicable." However, you must respond to each applicable representation. A 'yes' answer indicates that you have complied with the applicable law or regulation. A 'no' answer to any representation indicates a possible violation of law or regulation and, as such, should be fully explained. These matters will be reviewed by the auditor during the course of his/her audit. Please feel free to attach a further explanation of any representation.

Your cooperation in this matter will be greatly appreciated.

Sincerely,

Michael J. Waguespack, CPA
Louisiana Legislative Auditor

Enclosure

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LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Quasi-Public Agencies)

9/8/2022 (Date Transmitted)

Bernard and Franks, A Corporation of CPA's (CPA Firm Name)

4141 Veterans Memorial Blvd. Suite 313 (CPA Firm Address)

Metairie, LA 70002 (City, State Zip)

In connection with your audit of our financial statements as of June 30, 2022 and for 7/1/201-6/30/22 (period of audit) for the purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our internal control structure as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of 9/8/2022 (date completed/date of the representations).

PART I. Agency Profile

1. Name and address of the organization.

Louisiana Center for Children's Rights
1100-B Milton Street, New Orleans, LA 70122

2. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel. (see attached)

3. Period of time covered by this questionnaire. 7/1/21-6/30/22

4. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances. 501 C(3)

5. Briefly describe the public services provided.

Louisiana Center for Children's Rights is a nonprofit law office serving as the juvenile public defender in Orleans Parish. Using direct representation and advocacy, we fight to keep children out of the juvenile justice system so that they can thrive in their homes and communities.

6. Expiration date of current elected/appointed officials' terms.

Included in attachment for #2

Part II. Federal, State, and Local Awards

7. 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 N/A

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

Yes No N/A

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

Yes No N/A

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

Yes No N/A

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

Yes No N/A

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

Yes No N/A

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

Yes No N/A

14. We have complied with all applicable compliance requirements of all federal programs we administer,

Yes No N/A

15. We have complied with all applicable specific requirements of all state programs we administer, to include matters contained in the grant awards.

Yes No N/A

16. We have complied with all applicable specific requirements of all local programs we administer, to include matters contained in the grant awards.

Yes No N/A

17. We have provided you with all communications from grantors concerning noncompliance with or deficiencies in administering grant programs.

Yes No N/A

Part III. Public Records

18. We are familiar with the Public Records Act and have made available to the public those records as required by R.S. 44:33.

Yes No N/A

Part IV. Open Meetings

19. 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). **Note: Please refer to Attorney General Opinion No. 13-0043 and the guidance in the publication "Open Meeting FAQs," available on the Legislative Auditor's website to determine whether a non-profit agency is subject to the open meetings law.**

Yes No N/A

Part V. Budget

20. For each federal grant, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration.

Yes No N/A

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

Yes No N/A

22. For each local grant, we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and duration.

Yes No N/A

Part VI. Reporting

23. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.

Yes No N/A

24. We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes No N/A

25. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

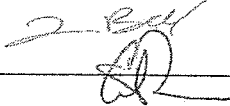
Yes No N/A

26. We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

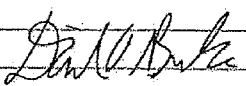
Yes [x] No [] N/A []

The previous responses have been made to the best of our belief and knowledge. We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

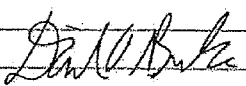
We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our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



Secretary September 8, 2022 Date



Treasurer September 8, 2022 Date



President September 8, 2022 Date