

DEPARTMENT OF MILITARY AFFAIRS  
EXECUTIVE DEPARTMENT  
STATE OF LOUISIANA



PROCEDURAL REPORT  
ISSUED MAY 26, 2010

**LEGISLATIVE AUDITOR  
1600 NORTH THIRD STREET  
POST OFFICE BOX 94397  
BATON ROUGE, LOUISIANA 70804-9397**

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Under the provisions of state law, this report is a public document. A copy of this report has been submitted to the Governor, to the Attorney General, and to other public officials as required by state law. A copy of this report has been made available for public inspection at the Baton Rouge and New Orleans offices of the Legislative Auditor.

This document is produced by the Legislative Auditor, State of Louisiana, Post Office Box 94397, Baton Rouge, Louisiana 70804-9397 in accordance with Louisiana Revised Statute 24:513. Five copies of this public document were produced at an approximate cost of \$13.85. This material was produced in accordance with the standards for state agencies established pursuant to R.S. 43:31. This report is available on the Legislative Auditor's Web site at [www.la.la.gov](http://www.la.la.gov). When contacting the office, you may refer to Agency ID No. 3354 or Report ID No. 80090083 for additional information.

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LOUISIANA LEGISLATIVE AUDITOR  
DARYL G. PURPERA, CPA, CFE

April 30, 2010

**DEPARTMENT OF MILITARY AFFAIRS**  
**EXECUTIVE DEPARTMENT**  
**STATE OF LOUISIANA**  
New Orleans, Louisiana

As required by Louisiana Revised Statute 24:513, we conducted certain procedures at the Department of Military Affairs for the period from July 1, 2008 through April 30, 2010. Our procedures included (1) a review of the department's internal controls; (2) tests of financial transactions; (3) tests of adherence to applicable laws, regulations, policies, and procedures governing financial activities; and (4) a review of compliance with prior year report recommendations. Our procedures were more limited than would be necessary to give an opinion on internal control and on compliance with laws, regulations, policies, and procedures governing financial activities.

Specifically, we interviewed management personnel and selected departmental personnel and evaluated selected documents, files, reports, systems, procedures, and policies, as we considered necessary.

The Annual Fiscal Report of the Department of Military Affairs was not audited or reviewed by us, and, accordingly, we do not express an opinion on that report. The department's accounts are an integral part of the State of Louisiana's financial statements, upon which the Louisiana Legislative Auditor expresses opinions.

In our prior report on the Department of Military Affairs, dated March 23, 2009, we reported findings relating to lack of internal audit function and inadequate controls over payroll documentation. These findings have been resolved by management.

Based on the application of the procedures referred to previously, we found no matters that required disclosure in this report.

In addition, we have included a Budgetary Comparison Schedule, which was prepared from the Annual Fiscal Report of the department and from additional data in the Integrated Statewide Information System (ISIS), the state's accounting system. This schedule is presented as additional information but has not been subjected to auditing procedures.

This report is intended solely for the information and use of the department and its management and the Louisiana Legislature and is not intended to be, and should not be, used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Respectfully submitted,

A handwritten signature in blue ink that reads "Daryl G. Purpera". The signature is written in a cursive style with a large, stylized initial "D".

Daryl G. Purpera, CPA, CFE  
Legislative Auditor

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BUDGETARY COMPARISON SCHEDULE

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UNAUDITED

**EXECUTIVE DEPARTMENT  
AGENCY 112 - DEPARTMENT OF MILITARY AFFAIRS**

**Budgetary Comparison Schedule  
For the Fiscal Year Ended June 30, 2009**

**APPROPRIATED REVENUES:**

	TOTAL BEFORE ADJUSTMENTS	AGENCY ADJUSTMENTS	ADJUSTED TOTAL	REVISED BUDGET	VARIANCE FAVORABLE (UNFAVORABLE)
State general revenue	\$24,772,336		\$24,772,336	\$24,772,336	
Federal aid	26,770,673		26,770,673	38,165,351	(\$11,394,678)
General fund - SGR	6,088,435		6,088,435	6,383,163	(294,728)
General fund - interagency transfers	12,646,860		12,646,860	16,044,310	(3,397,450)
2004 overcollection fund	6,309,151		6,309,151	6,309,151	
State emergency response - finance department	5,444,714		5,444,714	5,444,714	
	<u>5,444,714</u>		<u>5,444,714</u>	<u>5,444,714</u>	
Total Appropriated Revenues	<u>\$82,032,169</u>	<u>NONE</u>	<u>\$82,032,169</u>	<u>\$97,119,025</u>	<u>(\$15,086,856)</u>

**APPROPRIATED EXPENDITURES:**

	MILITARY AFFAIRS	EDUCATION	AUXILIARY ACCOUNT	ACT 672 & HIRING FREEZE	TOTAL
Salaries	\$15,971,335	\$8,964,903			\$24,936,238
Other compensation	497,831	299,360	\$11,456		808,647
Related benefits	4,156,661	2,207,425	876		6,364,962
Travel & training	212,020	143,893			355,913
Operating services	14,577,739	2,827,417	4,497		17,409,653
Supplies	2,672,594	3,226,563	115,405		6,014,562
Professional services	1,974,000	19,807			1,993,807
Other charges	15,382,668	987,386			16,370,054
Capital outlay	804,410	250,898			1,055,308
Major repairs	1,532,919	51,100			1,584,019
Debt services	2,645,499				2,645,499
Interagency transfers	4,579,479	29,109			4,608,588
	<u>4,579,479</u>	<u>29,109</u>			<u>4,608,588</u>
Total appropriated expenditures before adjustments	65,007,155	19,007,861	132,234	NONE	84,147,250
System adjustments	(1,314,293)	(116,037)	NONE	NONE	(1,430,330)
	<u>(1,314,293)</u>	<u>(116,037)</u>			<u>(1,430,330)</u>
Total Appropriated Expenditures	63,692,862	18,891,824	132,234	NONE	82,716,920
Revised Budget	<u>73,721,665</u>	<u>20,321,251</u>	<u>296,187</u>	<u>\$2,779,922</u>	<u>97,119,025</u>
Variance Favorable (Unfavorable)	<u>\$10,028,803</u>	<u>\$1,429,427</u>	<u>\$163,953</u>	<u>\$2,779,922</u>	<u>\$14,402,105</u>

NOTE: This schedule was prepared using information from the Integrated Statewide Information System (ISIS), the state's accounting system.

Additional detail is available on request.

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