

LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
STATE OF LOUISIANA

Basic Financial Statements
and Independent Auditor's Reports

As of and for the Years Ended June 30, 2003 and 2002
With Supplemental Information

LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS

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GOVERNING BOARD

<u>District</u>	<u>Member</u>	<u>Appointment Expires</u>
At-Large	Carla Seyler - Chairperson	Nov 23, 2005
At-Large	Terry Blackwell - Vice-Chair	Nov 23, 2005
Licensed Counselor	Beth Drury - Secretary	Nov 23, 2004
Licensed Counselor	Dene Mathies	Nov 23, 2004
Licensed Counselor	Ashley E. Bryars	Nov 23, 2006

Jeanette Mathes, Administrative Assistant

Steve Glusman, Legal Counsel

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George F. Delaune

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(A Professional Corporation)

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GOVERNMENT FINANCE
OFFICERS ASSOCIATION

INDEPENDENT AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS

Board Members of
Louisiana Licensed Professional Vocational
Rehabilitation Counselors Board of Examiners
State of Louisiana
Baton Rouge, Louisiana

I have audited the accompanying basic financial statements of the LOUISIANA LICENSED PROFESSIONAL VOCATIONAL REHABILITATION COUNSELORS BOARD OF EXAMINERS, a component unit of the State of Louisiana, as of June 30, 2003 and for the years ended June 30, 2003 and 2002, as listed in the Table of Contents. These basic financial statements are the responsibility of Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners's management. My responsibility is to express an opinion on these basic financial statements based on my audit.

I conducted my 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, and the Louisiana Governmental Audit Guide. Those standards and the guide require that I plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners, as of and the results of its operations and cash flows for the years ended June 30, 2003 and 2002, in conformity with accounting principles generally accepted in the United States of America.

As described in Note 1 to the basic financial statements, the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners adopted the provisions of Governmental Accounting Standards Board Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis – For State and Local Governments; Statement No. 37, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments: Omnibus; and Interpretation No. 6, Recognition and Measurement of Certain Liabilities and

Expenditures in Governmental Fund Financial Statements, as of July 1, 2001. This results in a change in the format and content of the basic financial statements.

The accompanying required supplementary information, Management's Discussion and Analysis, as listed in the Table of Contents is not a required part of the basic financial statements but is supplementary information required by the Government Accounting Standards Board. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in my opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

In accordance with Government Auditing Standards, I have also issued my report dated August 24, 2003, on my consideration of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, and contracts. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of my audit.

I have also issued my report dated August 24, 2003, on my consideration of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners's annual financial report to the Louisiana Division of Administration as of and for the year ended June 30, 2003, which is listed in the Table of Contents as Other Supplementary Information.

George F. Delaune, CPA, APC

August 24, 2003

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REQUIRED SUPPLEMENTARY INFORMATION

MANAGEMENT'S DISCUSSION and ANALYSIS

The Management's Discussion and Analysis of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners's financial performance presents a narrative overview and analysis of Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners's financial activities for the year ended June 30, 2003. This document focuses on the current year's activities, resulting changes, and currently known facts in comparison with the prior year's information. Please read this document in conjunction with the financial statements, which begin on Page 9.

FINANCIAL HIGHLIGHTS - YEAR ENDED JUNE 30, 2003

- ! The Board's net assets increased \$1,520 or 27.81%
- ! The operating revenues of the Board decreased \$577 or 2.08%
- ! The operating expenses of the Board decreased \$5,721 or 18.18%
- ! The non-operating revenues of the Board decreased \$99 or 75.58%

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of two parts:

Management's Discussion and Analysis Financial Statements

The Financial Statements also include notes that provide more detail of the information included in the financial statements.

Basic Financial Statements

The annual report consists of fund financial statements. The Statement of Net Assets, Statement of Revenues, Expenses and Changes in Fund Net Assets, and Statement of Cash Flows (pages 9, 10 and 11) provide information about the activities of the Board and the basic services it provides.

Financial Analysis

The following presents condensed information on the financial position of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners as at June 30, 2003 and 2002:

	<u>2003</u>	<u>2002</u>
Current assets	\$ 7,603	\$ 6,005
Current liabilities	617	539
Net assets - unrestricted	<u>\$ 6,986</u>	<u>\$ 5,466</u>

Net assets of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners increased by \$1,520 or 27.81%, from July 1, 2002 to June 30, 2003.

The following presents condensed financial information on the operations of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners for the years ended June 30, 2003 and 2002:

	<u>2003</u>	<u>2002</u>
Operating revenues	\$ 27,235	\$ 27,812
Operating expenses	25,747	31,468
Operating income (loss)	1,488	(3,656)
Non-operating revenues	32	131
Net increase (decrease) in net assets	<u>\$ 1,520</u>	<u>\$ (3,525)</u>

The Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners's total revenues decreased by \$676 or 2.42%. The total expenses of services decreased by \$5,721 or 18.18%.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners's appointed officials considered the following factors and indicators when setting next year's budget. These factors and indicators include:

- Operating Revenues were based upon the number of counselors licensed issued, applications received, and examinations given over the past four years.
- Operating Expenses were projected based upon the cost of providing these services over the past four years.

CONTACTING THE LOUISIANA LICENSED PROFESSIONAL VOCATIONAL REHABILITATION COUNSELORS BOARD OF EXAMINERS'S MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, and others with a general overview of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners's finances and to show the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners's accountability for the money it receives. If you have questions about this report or need additional information, contact Jeanette Mathes at 225/922-1435. Also, visit our web site at www.lcrboard.org

BASIC FINANCIAL STATEMENTS

The basic financial statements include integrated sets of financial statements as required by the GASB. The sets of statements include:

- ! Fund financial statements:
 - Propriety - Enterprise funds

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
PROPRIETARY - ENTERPRISE FUND
STATEMENT OF NET ASSETS
JUNE 30, 2003 AND 2002

	2003	2002
Current Assets		
Cash and cash equivalents	\$ 7,603	\$ 6,005
Total Current Assets	7,603	6,005
 TOTAL ASSETS	 7,603	 6,005
Current Liabilities		
Accounts payable	213	159
Payroll deductions and accruals	404	380
Total Current Liabilities	617	539
 TOTAL LIABILITIES	 617	 539
Net Assets		
Unrestricted	6,986	5,466
 TOTAL NET ASSETS	 \$ 6,986	 \$ 5,466

The accompanying notes are an integral part of this statement.

LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
PROPRIETARY - ENTERPRISE FUND
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET ASSETS
YEARS ENDED JUNE 30, 2003 AND 2002

	<u>2003</u>	<u>2002</u>
Operating Revenues		
Charges for services -		
Licenses, permits and fees	\$ 27,180	\$ 27,346
Other charges	55	466
Total Operating Revenues	<u>27,235</u>	<u>27,812</u>
Operating Expenses		
Salaries and benefits	13,652	13,014
Travel	0	0
Operating services	9,923	13,329
Supplies	449	1,582
Professional services	1,723	3,543
Total Operating Expenses	<u>25,747</u>	<u>31,468</u>
Income (Loss) from Operations	<u>1,488</u>	<u>(3,656)</u>
Other Revenues		
Interest income	32	131
Total Other Revenues	<u>32</u>	<u>131</u>
Change in Net Assets	1,520	(3,525)
Net Assets - Beginning of Year	<u>5,466</u>	<u>8,991</u>
NET ASSETS - END OF YEAR	<u><u>\$ 6,986</u></u>	<u><u>\$ 5,466</u></u>

The accompanying notes are an integral part of this statement.

LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
PROPRIETARY - ENTERPRISE FUND
STATEMENT OF CASH FLOWS
YEARS ENDED JUNE 30, 2003 AND 2002

	<u>2003</u>	<u>2002</u>
Cash Flows from Operating Activities		
Receipts from licensees	\$ 27,235	\$ 27,812
Payments to suppliers	(12,041)	(18,594)
Payments to employees	(13,628)	(12,984)
Net Cash Provided (Used) by Operating Activities	<u>1,566</u>	<u>(3,766)</u>
Cash Flows from Investing Activities		
Interest income	<u>32</u>	<u>131</u>
Net Cash Provided by Investing Activities	<u>32</u>	<u>131</u>
Net Increase (Decrease) in Cash and Cash Equivalents	1,598	(3,635)
Balances - Beginning of Year	<u>6,005</u>	<u>9,640</u>
BALANCES - END OF YEAR	<u><u>\$ 7,603</u></u>	<u><u>\$ 6,005</u></u>
	<u>2003</u>	<u>2002</u>
Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities		
Operating income (loss)	\$ 1,488	\$ (3,656)
Change in assets and liabilities:		
Accounts payable	54	(140)
Payroll deductions and accruals	<u>24</u>	<u>30</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u><u>\$ 1,566</u></u>	<u><u>\$ (3,766)</u></u>

The accompanying notes are an integral part of this statement.

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NOTES TO BASIC FINANCIAL STATEMENTS

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LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1.A. INTRODUCTION

The Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners (the Board) was created by the Louisiana State Legislature under the provisions of Louisiana Revised Statute 37:3441-3452 and began operations in April 1989. The Board is under the control of the Department of Health and Hospitals and a component unit of the State of Louisiana and is an integral part of such reporting entity. The Board is governed by five (5) members appointed by the Governor of Louisiana for a term of four (4) year terms. The Board membership consists of three (3) licensed professional vocational rehabilitation counselors and two (2) individuals from the public at large. No Board member shall serve more than two (2) full consecutive terms. The Board elects from its members a chairman, vice-chairman, and secretary.

The Board is charged with the responsibility of regulating the rehabilitation counseling profession in the state. The Board administers examinations; approves, revoke, suspend, and renew the license of applicants and shall review applications at least once a year.

The Board's office is located in Baton Rouge, Louisiana, and employs one administrative employee. The Board's operations are funded entirely through annual self-generated revenues.

The accounting and reporting framework and the more significant accounting principles and practices of the Board are discussed in subsequent sections of this Note. The remainder of the Notes are organized to provide explanations, including required disclosures, of the Board's financial activities for the fiscal years ended June 30, 2002 and 2003. The Board implemented new reporting model standards beginning July 1, 2001. Comparability with reports of all prior years will be affected.

1.B. FINANCIAL REPORTING ENTITY

GASB Statement No. 14, "The Financial Reporting Entity," has defined the governmental reporting entity to be the State of Louisiana. The Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners is considered a component unit of the State of Louisiana because the state exercises oversight responsibility in that the governor appoints the board members, and public service is rendered within the state's boundaries. The accompanying basic financial statements present information only as to the transactions of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners, a component unit of the State of Louisiana.

Annually the State of Louisiana issues a basic financial statement which includes the activity contained in the accompanying financial statement. The basic financial statement is issued by the Louisiana Division of Administration-Office of Statewide Reporting and Accounting Policy and audited by the Louisiana Legislative Auditor.

1.C. BASIS OF PRESENTATION

Fund Financial Statements

The fund financial statements of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners is described below:

LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS

Proprietary Fund

Enterprise Fund

Enterprise funds are used to account for business-like activities provided to the general public. These activities are financed primarily by user charges and the measurement of financial activity focuses on net income measurement similar to the private sector.

1.D. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

In the fund financial statements, the proprietary fund utilizes an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Proprietary fund equity is classified as net assets.

Basis of Accounting

In the fund financial statements, all proprietary funds utilize the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

1.E. ASSETS, LIABILITIES, NET ASSETS, AND EQUITY

Cash

For the purpose of the Statement of Net Assets, “cash” includes one demand account of the Board. For the purpose of the proprietary fund Statement of Cash Flows, “cash and cash equivalents” include all demand accounts. Additional cash disclosures are presented in Notes 2.B. and 3.A.

Capital Assets and Depreciation

Fixed assets used in the proprietary fun operations are accounted for as capital assets. The Board does not have any fixed assets in excess of \$5,000 required to be reported by the Louisiana Division of Administration.

Compensated Absences

The Board does not have a vacation and sick leave policy.

LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS

Equity Classifications

Equity of the proprietary fund is classified as net assets and displayed in three components:

- a. Unrestricted Net Assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

1.F. REVENUES AND EXPENSES

Operating Revenues and Expenses

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities.

Revenues are classified by source of funding.

Expenses

Proprietary funds report expenses relating to the use of economic resources and are classified as follows:

By Operating and Nonoperating

NOTE 2. - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

By its nature as a state agency, the Board is subject to various state laws and regulations. An analysis of the Board’s compliance with significant laws and regulations and demonstration of its stewardship over Board resources follows.

2.A. FUND ACCOUNTING REQUIREMENTS

The Board complies with all state laws and regulations requiring the use of separate funds. The Board has no legally required funds.

2.B. DEPOSIT LAWS AND REGULATIONS

In accordance with state law, all uninsured deposits of the Board in financial institutions must be secured with acceptable collateral valued at the lower of market or par. Acceptable collateral includes certain U.S. Government or Government Agency securities, certain State of Louisiana or political subdivision debt obligations, or surety bonds. As required by 12 U.S.C.A., Section 1823(e), all financial institutions pledging collateral to the Board must have a written collateral agreement approved by the board of directors or loan committee. As reflected in Note 3.A., all deposits were fully insured or collateralized.

LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS

NOTE 3. - DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, equity, revenues, and expenses.

3.A. CASH

Deposits

The Board's policies regarding deposits of cash are discussed in Note 1.E. The table presented below is designed to disclose the level of custody credit risk assumed by the Board based upon how its deposits were insured or secured with collateral at June 30, 2003. The categories of credit risk are defined as follows:

Category 1 – Insured by FDIC or collateralized with securities held by the Board or by its agent in its name

Category 2 – Uninsured but collateralized with securities held by the pledging financial institution's trust department or agent in the Board's name

Category 3 – Uninsured and uncollateralized; or collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the Board's name; or collateralized with no written or approved collateral agreement

<u>Type of Deposits</u>	<u>Total Bank Balance</u>	<u>Custody Credit Risk Category</u>			<u>Total Carrying Value</u>
		<u>1</u>	<u>2</u>	<u>3</u>	
Demand deposits	\$ 7,603	\$ 7,603			\$ 7,603

Reconciliation to Statement of Net Assets:

Unrestricted cash	<u>\$ 7,603</u>
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3.B. ACCOUNTS PAYABLE

Payables are composed of operating expenses.

NOTE 4. - OTHER NOTES

4.A. EMPLOYEE PENSION AND OTHER BENEFIT PLANS

Federal Social Security

The Board's employee is only part-time and ineligible for LASERS; consequently, the employee belongs to the social security system.

LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
STATE OF LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS

4.B. LEASES

The Board has no capital leases at June 30, 2003.

The Board has an operating lease on a monthly basis of \$350 per month covering office space and utilities. Rental expense was \$4,200 per year.

4.C. ESTIMATES

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

4.D. RISK MANAGEMENT

The Board does not have insurance to protect itself from exposures to various of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions, injuries to employees; employee health and life; and natural disasters.

4.E. COMMITMENTS AND CONTINGENCIES

Contingencies

Litigation

The Board has no pending lawsuits outstanding at June 30, 2003.

4.F. COMPENSATION PAID TO BOARD MEMBERS

The schedule of per diem payments to Board Members is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Board members serve without compensation as provided by Louisiana Revised Statute 37:3444 (D).

OTHER REPORTS REQUIRED BY GOVERNMENT AUDITING STANDARDS

The following pages contain a report on compliance with laws and regulations and on internal control over financial reporting as required by Government Auditing Standards, issued by the Comptroller General of the United States. This report is based solely on the audit of the financial statements and includes, where appropriate, any reportable conditions and/or material misstatements in internal control or compliance matters that would be material to the presented financial statements.

George F. Delaune

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OFFICERS ASSOCIATION

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF THE BASIC FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board Members of
Louisiana Licensed Professional Vocational
Rehabilitation Counselors Board of Examiners
State of Louisiana
Baton Rouge, Louisiana

I have audited the basic financial statements of the LOUISIANA LICENSED PROFESSIONAL VOCATIONAL REHABILITATION COUNSELORS BOARD OF EXAMINERS, a component unit of the State of Louisiana, as of June 30, 2003 and for the years ended June 30, 2002 and 2003, and have issued my report thereon dated August 24, 2003. I conducted my 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, and the Louisiana Governmental Audit Guide.

Compliance

As part of obtaining reasonable assurance about whether the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners's basic financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, and contracts, 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 my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance that is required to be reported under Government Auditing Standards and the Louisiana Governmental Audit Guide.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners's internal control over financial reporting to determine my auditing procedures for the purpose of expressing my opinion on the basic financial

statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the basic financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

This report is intended for the information and use of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners and its management. By provisions of state law, this report is a public document, and it has been distributed to appropriate officials.

George F. Delaune, CPA, APC

August 24, 2003

LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
SCHEDULE OF FINDINGS
YEARS ENDED JUNE 30, 2002 AND 2003

A. SUMMARY OF AUDIT RESULTS

1. The auditors' report expresses an unqualified opinion on the basic financial statements of Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners.
2. No reportable conditions were disclosed during the audit of the basic financial statements.
3. No instances of noncompliance were disclosed during the audit of the basic financial statements.
4. There were no federal awards received by Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners.

B. FINDINGS--FINANCIAL STATEMENTS AUDIT

None

LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
RESOLUTION OF PRIOR YEAR FINDINGS
YEARS ENDED JUNE 30, 2000 AND 2000

There were no prior year findings.

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SUPPLEMENTAL INFORMATION REQUIRED BY
STATE OF LOUISIANA
DIVISION OF ADMINISTRATION
OFFICE OF STATEWIDE REPORTING AND ACCOUNTING POLICY

The following pages contain a report on the Board's Annual Financial Report prepared in accordance with the requirements of the Louisiana Division of Administration, Office of Statewide Reporting and Accounting Policy.

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GOVERNMENT FINANCE
OFFICERS ASSOCIATION

INDEPENDENT AUDITORS' REPORT ON THE ANNUAL FINANCIAL REPORT TO THE STATE OF LOUISIANA, DIVISION OF ADMINISTRATION OFFICE OF STATEWIDE REPORTING AND ACCOUNTING POLICY

Board Members of
Louisiana Licensed Professional Vocational
Rehabilitation Counselors Board of Examiners
State of Louisiana
Baton Rouge, Louisiana

My report on the audit of the basic financial statements of the LOUISIANA LICENSED PROFESSIONAL VOCATIONAL REHABILITATION COUNSELORS BOARD OF EXAMINERS as of June 30, 2003 and for the years ended June 30, 2002 and 2003, appears on Page 1. That audit was made for the purpose of forming an opinion on the basic financial statements taken as a whole. The Annual Financial Report as of and for the year ended June 30, 2003, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements, and, in my opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

George F. Delaune, CPA, APC

August 24, 2003

**LOUISIANA LICENSED PROFESSIONAL VOCATIONA
REHABILITATION COUNSELORS BOARD OF EXAMINERS
STATE OF LOUISIANA
Annual Financial Statements
June 30, 2003**

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**STATE OF LOUISIANA
LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
STATEMENT OF NET ASSETS
AS OF JUNE 30, 2003**

ASSETS

CURRENT ASSETS:

Cash and cash equivalents (Note C1)	\$ 7,603
Investments (Note C2)	
Receivables (net of allowance for doubtful accounts)(Note U)	
Due from other funds (Note Y)	
Due from federal government	
Inventories	
Prepayments	
Notes receivable	
Restricted assets (Note F):	
Cash	
Investments	
Receivables	
Other current assets	
Total current assets	7,603

NONCURRENT ASSETS:

Restricted assets (Note F):	
Cash	
Investments	
Receivables	
Notes receivable	
Capital assets (net of depreciation)(Note D)	
Land	
Buildings and improvements	
Machinery and equipment	
Infrastructure	
Construction in progress	
Other noncurrent assets	
Total noncurrent assets	0
Total assets	\$ 7,603

LIABILITIES

CURRENT LIABILITIES:

Accounts payable and accruals (Note V)	\$ 213
Due to other funds (Note Y)	
Due to federal government	
Deferred revenues	
Amounts held in custody for others	
Other current liabilities	404
Current portion of long-term liabilities:	
Contracts payable	
Reimbursement contracts payable	
Compensated absences payable (Note K)	
Capital lease obligations - (Note J)	
Notes payable	
Liabilities payable from restricted assets (Note Z)	
Bonds payable	
Other long-term liabilities	
Total current liabilities	617

NON-CURRENT LIABILITIES:

Contracts payable	
Reimbursement contracts payable	
Compensated absences payable (Note K)	
Capital lease obligations (Note J)	
Notes payable	
Liabilities payable from restricted assets (Note Z)	
Bonds payable	
Other long-term liabilities	
Total long-term liabilities	0
Total liabilities	617

NET ASSETS

Invested in capital assets, net of related debt	
Restricted for:	
Capital projects	
Debt service	
Unemployment compensation	
Other specific purposes	
Unrestricted	6,986
Total net assets	6,986
Total liabilities and net assets	\$ 7,603

The accompanying notes are an integral part of this financial statement.
Statement A

**STATE OF LOUISIANA
LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET ASSETS
FOR THE YEAR ENDED JUNE 30, 2003**

OPERATING REVENUES

Sales of commodities and services	\$ _____
Assessments	_____
Use of money and property	_____
Licenses, permits, and fees	27,180
Other	55
Total operating revenues	<u>27,235</u>

OPERATING EXPENSES

Cost of sales and services	25,747
Administrative	_____
Depreciation	_____
Amortization	_____
Total operating expenses	<u>25,747</u>

Operating income(loss)	<u>1,488</u>
------------------------	--------------

NON-OPERATING REVENUES(EXPENSES)

State appropriations	_____
Intergovernmental revenues (expenses)	_____
Taxes	_____
Use of money and property	32
Gain (loss) on disposal of fixed assets	_____
Federal grants	_____
Interest expense	_____
Other	_____
Total non-operating revenues(expenses)	<u>32</u>

Income(loss) before contributions and transfers	<u>1,520</u>
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Capital contributions

Transfers in

Transfers out

Change in net assets	<u>1,520</u>
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Total net assets – beginning as restated	<u>5,466</u>
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Total net assets – ending	<u>\$ 6,986</u>
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The accompanying notes are an integral part of this financial statement.

Statement B

STATE OF LOUISIANA
 LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
 REHABILITATION COUNSELORS BOARD OF EXAMINERS
 STATEMENT OF ACTIVITIES
 FOR THE YEAR ENDED JUNE 30, 2003

	<u>Program Revenues</u>			Net (Expense)	
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	Revenue and Changes in Net Assets
Component Unit:					
Component Unit X	\$ 25,747	\$ 27,235	\$ 0	\$ 0	1,488
General revenues:					
Taxes					
State appropriations					
Grants and contributions not restricted to specific programs					
Interest					32
Miscellaneous					
Special items					
Transfers					
Total general revenues, special items, and transfers					32
Change in net assets					1,520
Net assets - beginning					5,466
Net assets - ending				\$	6,986

**STATE OF LOUISIANA
LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2003**

Cash flows from operating activities		
Cash received from customers	\$	<u>27,235</u>
Cash payments to suppliers for goods and services		<u>(12,041)</u>
Cash payments to employees for services		<u>(13,628)</u>
Payments in lieu of taxes		
Internal activity-payments to other funds		
Claims paid to outsiders		
Other operating revenues(expenses)		
Net cash provided(used) by operating activities		<u>1,566</u>
Cash flows from non-capital financing activities		
State appropriations		
Proceeds from sale of bonds		
Principal paid on bonds		
Interest paid on bond maturities		
Proceeds from issuance of notes payable		
Principal paid on notes payable		
Interest paid on notes payable		
Operating grants received		
Other		
Transfers in		
Transfers out		
Net cash provided(used) by non-capital financing activities		<u>0</u>
Cash flows from capital and related financing activities		
Proceeds from sale of bonds		
Principal paid on bonds		
Interest paid on bond maturities		
Proceeds from issuance of notes payable		
Principal paid on notes payable		
Interest paid on notes payable		
Acquisition/construction of capital assets		
Proceeds from sale of capital assets		
Capital contributions		
Other		
Net cash provided(used) by capital and related financing activities		<u>0</u>
Cash flows from investing activities		
Purchases of investment securities		
Proceeds from sale of investment securities		
Interest and dividends earned on investment securities		<u>32</u>
Net cash provided(used) by investing activities		<u>32</u>
Net increase(decrease) in cash and cash equivalents		<u>1,598</u>
Cash and cash equivalents at beginning of year		<u>6,005</u>
Cash and cash equivalents at end of year	\$	<u><u>7,603</u></u>

The accompanying notes are an integral part of this statement.

**STATE OF LOUISIANA
LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2003**

Reconciliation of operating income(loss) to net cash provided(used) by operating activities:

Operating income(loss)		\$ <u>1,488</u>
Adjustments to reconcile operating income(loss) to net cash		
Depreciation/amortization	_____	
Provision for uncollectible accounts	_____	
Changes in assets and liabilities:		
(Increase)decrease in accounts receivable	_____	
(Increase)decrease in due from other funds	_____	
(Increase)decrease in prepayments	_____	
(Increase)decrease in inventories	_____	
(Increase)decrease in other assets	_____	
Increase(decrease) in accounts payable	54	
Increase(decrease) in accrued payroll and related benefits	24	
Increase(decrease) in compensated absences payable	_____	
Increase(decrease) in due to other funds	_____	
Increase(decrease) in deferred revenues	_____	
Increase(decrease) in other liabilities	_____	
 Net cash provided(used) by operating activities		 \$ <u><u>1,566</u></u>

Schedule of noncash investing, capital, and financing activities:

Borrowing under capital lease	_____
Contributions of fixed assets	_____
Purchases of equipment on account	_____
Asset trade-ins	_____
Other (specify)	_____
_____	_____
_____	_____
Total noncash investing, capital, and financing activities:	<u><u>0</u></u>

(Concluded)

The accompanying notes are an integral part of this statement.

INTRODUCTION

The Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners was created by the Louisiana State Legislature under the provisions of Louisiana Revised Statute 37:3441-3452. The following is a brief description of the operations of Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners:

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1. BASIS OF ACCOUNTING

In April of 1984, the Financial Accounting Foundation established the Governmental Accounting Standards Board (GASB) to promulgate generally accepted accounting principles and reporting standards with respect to activities and transactions of state and local governmental entities. The GASB has issued a Codification of Governmental Accounting and Financial Reporting Standards (GASB Codification). This codification and subsequent GASB pronouncements are recognized as generally accepted accounting principles for state and local governments. The accompanying financial statements have been prepared in accordance with such principles.

The accompanying financial statements of Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners present information only as to the transactions of the programs of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners as authorized by Louisiana statutes and administrative regulations.

Basis of accounting refers to when revenues and expenses are recognized and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The accounts of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners are maintained in accordance with applicable statutory provisions and the regulations of the Division of Administration – Office of Statewide Reporting and Accounting Policy as follows:

Revenue Recognition

Revenues are recognized using the full accrual basis of accounting; therefore, revenues are recognized in the accounting period in which they are earned and become measurable.

Expense Recognition

Expenses are recognized on the accrual basis; therefore, expenses, including salaries, are recognized in the period incurred, if measurable.

B. BUDGETARY ACCOUNTING

The appropriations made for the operations of the various programs of the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners are annual lapsing appropriations.

1. The budgetary process is an annual appropriation valid for one year.
2. The agency is prohibited by statute from over expending the categories established in the budget.
3. Budget revisions are granted by the Joint Legislative Budget Committee, a committee of the Louisiana Legislature. Interim emergency appropriations may be granted by the Interim Emergency Board.
4. The budgetary information included in the financial statements include the original appropriation plus subsequent amendments as follows:

APPROPRIATIONS

Original approved budget	\$ <u>54,424</u>
Amendments:	<u> </u>
	<u> </u>
	<u> </u>
Final approved budget	\$ <u><u>54,424</u></u>

C. DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS

1. DEPOSITS WITH FINANCIAL INSTITUTIONS

For reporting purposes, deposits with financial institutions include savings, demand deposits, time deposits, and certificates of deposit. Under state law the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners may deposit funds within a fiscal agent bank selected and designated by the Interim Emergency Board. Further, the (BTA) may invest in time certificates of deposit of state banks organized under the laws of Louisiana, national banks having their principal office in the state of Louisiana, in savings accounts or shares of savings and loan associations and savings banks and in share accounts and share certificate accounts of federally or state chartered credit unions.

For the purpose of the Statement of Cash Flows, all highly liquid investments with a maturity of three months or less when purchased are considered to be cash equivalents.

Deposits in bank accounts are stated at cost, which approximates market. Under state law these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These pledged securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank in the form of safekeeping receipts held by the State Treasurer. The deposits at June 30, 2003, were secured as follows:

	Deposits in bank accounts			
	<u>Cash</u>	<u>Certificates of Deposit</u>	<u>Other (Describe)</u>	<u>Total</u>
Deposits in bank accounts per balance sheet	\$ <u>7,603</u>	\$ <u> </u>	\$ <u> </u>	\$ <u>7,603</u>
Bank balances:				
1. Insured or collateralized with securities held by the entity or its agency <u>in the entity's name</u>	<u>7,603</u>	<u> </u>	<u> </u>	<u>7,603</u>
2. Collateralized with securities held by the pledging institution's trust department or agent <u>in the entity's name</u>	<u> </u>	<u> </u>	<u> </u>	<u>0</u>
3. Uncollateralized, including any securities held for the entity <u>but not in the entity's name</u>	<u> </u>	<u> </u>	<u> </u>	<u>0</u>
Total bank balances	\$ <u><u>7,603</u></u>	\$ <u><u>0</u></u>	\$ <u><u>0</u></u>	\$ <u><u>7,603</u></u>

The following is a breakdown by banking institution, program, account number, and amount of the balances shown above:

	<u>Banking institution</u>	<u>Program</u>	<u>Amount</u>
1.	Union Planters Bank	General Fund	\$ 7,603
2.			
3.			
4.			
	Total		\$ 7,603

2. INVESTMENTS

NONE

D. CAPITAL ASSETS

NONE

E. INVENTORIES

NONE

F. RESTRICTED ASSETS

NONE

G. LEAVE

None, the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners employs only one part-time employee that is not eligible for benefits.

H. RETIREMENT SYSTEM

None, the Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners employs only one part-time employee that is not eligible for benefits.

I. POST RETIREMENT HEALTH CARE AND LIFE INSURANCE BENEFITS

NONE

J. LEASES

1. OPERATING LEASES

The Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners has an operating lease on a monthly basis of \$350 per month covering office space and utilities. Rental expense was \$4,200.

Nature of lease	FY2003	FY2004	FY2005	FY2006	FY2007	FY2008-2012	FY2013-2015
	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
	_____	_____	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____	_____
Total	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>

2. CAPITAL LEASES

NONE

Nature of lease	Date of lease	Last payment date	Remaining interest to end of lease	Remaining principal to end of lease	Fund that pays lease
a. Office space	_____	_____	\$ _____	\$ _____	_____
b. Equipment	_____	_____	_____	_____	_____
c. Land	_____	_____	_____	_____	_____
Total			\$ <u>0</u>	\$ <u>0</u>	

Year ending June 30, :	Total
2003	\$ _____
2004	_____
2005	_____
2006	_____
2007	_____
2008-2012	_____
2013-2015	_____
Total minimum lease payments	_____ 0
Less amounts representing executory costs	_____
Net minimum lease payments	_____ 0
Less amounts representing interest	_____
Present value of net minimum lease payments	\$ <u>0</u>

3. LESSOR DIRECT FINANCING LEASES

NONE

4. LESSOR – OPERATING LEASE

NONE

Year Ended June 30,	Office Space	Equipment	Land	Other	Total
2003	\$	\$	\$	\$	\$ 0
2004					0
2005					0
2006					0
2007					0
2008-2012					0
2013-2015					0
Total	\$	\$	\$	\$	\$ 0

K. LONG-TERM LIABILITIES

NONE

	Balance June 30, 2002	Year ended June 30, 2003		Balance June 30, 2003	Amounts due within one year
		Additions	Reductions		
Bonds and notes payable:					
Notes payable	\$	\$	\$	\$ --	\$
Reimbursement contracts payable				--	
Bonds payable				--	
Total notes and bonds	--	--	--	--	--
Other liabilities:					
Contracts payable				--	
Compensated absences payable				--	
Capital lease obligations				--	
Liabilities payable from restricted assets				--	
Claims and litigation				--	
Other long-term liabilities				--	
Total other liabilities	--	--	--	--	--
Total long-term liabilities	--	--	--	--	--

L. LITIGATION

1. The Louisiana Licensed Professional Vocational Rehabilitation Counselors Board of Examiners is **not** a defendant in litigation seeking damages.

<u>Date of Action</u>	<u>Description of Litigation</u>	<u>Primary Attorney</u>	<u>Damages Claimed</u>	<u>Insurance Coverage</u>
			\$ _____	\$ _____
Totals			\$ <u>0</u>	\$ <u>0</u>

2. No claims and litigation costs were incurred during the current year.

M. RELATED PARTY TRANSACTIONS

NONE

N. ACCOUNTING CHANGES

NONE

O. IN-KIND CONTRIBUTIONS

NONE

P. DEFEASED ISSUES

NONE

Q. COOPERATIVE ENDEAVORS

NONE

R. GOVERNMENT-MANDATED NONEXCHANGE TRANSACTIONS (GRANTS)

NONE

<u>CFDA Number</u>	<u>Program Name</u>	<u>State Match Percentage</u>	<u>Total Amount of Grant</u>
			\$ _____
Total government-mandated nonexchange transactions (grants)			\$ <u>0</u>

S. VIOLATIONS OF FINANCE-RELATED LEGAL OR CONTRACTUAL PROVISIONS

NONE

T. SHORT-TERM DEBT

NONE

	Reason for Debt	Beginning Balance	Draws	Redeemed	Ending Balance
Line of credit		\$	\$	\$	\$ 0

U. DISAGGREGATION OF RECEIVABLE BALANCES

NONE

Activity	Customer Receivables	Taxes	Receivables from other Governments	Other Receivables	Total Receivables
	\$	\$	\$	\$	\$ 0
					0
Gross receivables	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Less allowance for uncollectible accounts	0	0	0	0	0
Receivables, net	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Amounts not scheduled for collection during the subsequent year	\$	\$	\$	\$	\$ 0

V. DISAGGREGATION OF PAYABLE BALANCES

Payables at June 30, 2003, were as follows:

Activity	Vendors	Salaries and Benefits	Accrued Interest	Other Payables	Total Payables
Supplies	\$ 213	\$ 404	\$	\$	\$ 617
					0
Total payables	\$ 213	\$ 404	\$ 0	\$ 0	\$ 617

W. SUBSEQUENT EVENTS

NONE

X. SEGMENT INFORMATION

NONE

STATE OF LOUISIANA
LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
SCHEDULE OF PER DIEM PAID TO BOARD MEMBERS
For the Year Ended June 30, 2003

<u>Name</u>		<u>Amount</u>
NONE	\$	
	\$	0

STATE OF LOUISIANA
LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
SCHEDULE OF STATE FUNDING
For the Year Ended June 30, 2003

	<u>Description of Funding</u>	<u>Amount</u>
1.	NONE	\$ _____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
	Total	\$ <u><u>0</u></u>

**STATE OF LOUISIANA
 LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
 REHABILITATION COUNSELORS BOARD OF EXAMINERS
 SCHEDULE OF REIMBURSEMENT CONTRACTS PAYABLE
 For the Year Ended June 30, 2003**

Issue	Date of Issue	Original Issue	Principal Outstanding 6/30/PY	Redeemed (Issued)	Principal Outstanding 6/30/CY	Interest Rates	Interest Outstanding 6/30/CY
NONE	_____	\$ _____	\$ _____	\$ _____	\$ _____	_____	\$ _____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
Total		<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>\$ _____</u>		<u>\$ _____</u>

*Send copies of new amortization schedules

**STATE OF LOUISIANA
LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
SCHEDULE OF NOTES PAYABLE
June 30, 2003**

Issue	Date of Issue	Original Issue	Principal Outstanding 6/30/PY	Redeemed (Issued)	Principal Outstanding 6/30/CY	Interest Rates	Interest Outstanding 6/30/CY
NONE	_____	\$ _____	\$ _____	\$ _____	\$ _____	_____	\$ _____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
Total		\$ _____	\$ _____	\$ _____	\$ _____		\$ _____

*Send copies of new amortization schedules

STATE OF LOUISIANA
LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
SCHEDULE OF BONDS PAYABLE
June 30, 2003

Issue	Date of Issue	Original Issue	Principal Outstanding 6/30/PY	Redeemed (Issued)	Principal Outstanding 6/30/CY	Interest Rates	Interest Outstanding 6/30/CY
NONE	_____	\$ _____	\$ _____	\$ _____	\$ _____	_____	\$ _____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
Total		\$ <u> </u>	\$ <u> </u>	\$ <u> </u>	\$ <u> </u>		\$ <u> </u>

*Send copies of new amortization schedules

STATE OF LOUISIANA
LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
SCHEDULE OF REIMBURSEMENT CONTRACTS PAYABLE AMORTIZATION
For The Year Ended June 30, 2003

Fiscal Year Ending:	<u>Principal</u>	<u>Interest</u>
2003	\$ _____	\$ _____
2004	_____	_____
2005	_____	_____
2006	_____	_____
2007	_____	_____
2008-2012	_____	_____
2013-2017	_____	_____
2018-2022	_____	_____
2023-2027	_____	_____
 Total	 \$ _____ --	 \$ _____ --

**STATE OF LOUISIANA
 LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
 REHABILITATION COUNSELORS BOARD OF EXAMINERS
 SCHEDULE OF CAPITAL LEASE AMORTIZATION
 For The Year Ended June 30, 2003**

Fiscal Year Ending:	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	Balance
2003	\$ _____	\$ _____	\$ _____	\$ _____ --
2004	_____	_____	_____	_____ --
2005	_____	_____	_____	_____ --
2006	_____	_____	_____	_____ --
2007	_____	_____	_____	_____ --
2008-2012	_____	_____	_____	_____ --
2013-2017	_____	_____	_____	_____ --
2018-2022	_____	_____	_____	_____ --
2023-2027	_____	_____	_____	_____ --
 Total	 \$ _____ --	 \$ _____ --	 _____ --	 _____ --

STATE OF LOUISIANA
LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
SCHEDULE OF NOTES PAYABLE AMORTIZATION
For The Year Ended June 30, 2003

Fiscal Year Ending:	<u>Principal</u>	<u>Interest</u>
2003	\$ _____	\$ _____
2004	_____	_____
2005	_____	_____
2006	_____	_____
2007	_____	_____
2008-2012	_____	_____
2013-2017	_____	_____
2018-2022	_____	_____
2023-2027	_____	_____
 Total	 \$ _____ --	 \$ _____ --

STATE OF LOUISIANA
LOUISIANA LICENSED PROFESSIONAL VOCATIONAL
REHABILITATION COUNSELORS BOARD OF EXAMINERS
SCHEDULE OF BONDS PAYABLE AMORTIZATION
For The Year Ended June 30, 2003

Fiscal Year Ending:	<u>Principal</u>	<u>Interest</u>
2003	\$ _____	\$ _____
2004	_____	_____
2005	_____	_____
2006	_____	_____
2007	_____	_____
2008-2012	_____	_____
2013-2017	_____	_____
2018-2022	_____	_____
2023-2027	_____	_____
 Total	 \$ _____ --	 \$ _____ --