1209

THE ASSIST AGENCY, INC.

FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION

FOR THE YEAR ENDED DECEMBER 31, 2008

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WRIGHT, MOORE, DEHART, DUPUIS & HUTCHINSON, L.L.C.

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
The Assist Agency, Inc.
Crowley, Louisiana

We have audited the accompanying Statement of Financial Position of The Assist Agency, Inc. (a nonprofit Organization) as of December 31, 2008, and the related Statement of Activities, Functional Expenses, and Cash Flows for the year then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the provisions of Louisiana Revised Statutes 24:513 and the Louisiana Governmental Audit Guide. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Assist Agency, Inc., as of December 31, 2008, and the changes in its net assets and its cash flows for the year then ended in conformity with generally accepted accounting principles of the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated August 11, 2009 on our consideration of The Assist Agency, Inc.'s internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should not be considered in assessing the results of our audit.

Wright, Moore, DeHart,
Dupuis & Hutchinson, LLC

WRIGHT, MOORE, DEHART,
DUPUIS & HUTCHINSON, L.L.C.
Certified Public Accountants

August 11, 2009
Lafayette, Louisiana

THE ASSIST AGENCY, INC.

STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2008

ASSETS

CURRENT ASSETS	
Cash and Cash Equivalents	$ 96,970
Accounts Receivable	23,132
Other Receivables	25,208
Investments in Partnerships	100
Prepaid Expenses	8,425
Notes Receivable - Current Portion	28,253
Allowance for Uncollectible Notes Receivable	(26,139)
Total Current Assets	155,949
FIXED ASSETS	
Furniture and Equipment	143,596
Vehicles	21,626
Less: Accumulated Depreciation	(129,933)
Net Fixed Assets	35,289
OTHER ASSETS	
Notes Receivable - Net of Current Portion	373
TOTAL ASSETS	$ 191,611

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES	
Accounts Payable	$ 3,327
Note Payable	3,674
Payroll Tax Liabilities	947
Current Portion of Accrued Disallowances and Contingencies	32,403
Total Current Liabilities	40,351
LONG-TERM DEBT	
Long-term Portion of Accrued Disallowances and Contingencies	12,027
OTHER LIABILITIES	
Accrued Compensated Absences	11,915
Security Deposits	1,450
Total Other Liabilities	13,365
TOTAL LIABILITIES	65,743
NET ASSETS	
Unrestricted	124,468
Temporarily Restricted Net Assets	1,400
Total Net Assets	125,868
TOTAL LIABILITIES AND NET ASSETS	$ 191,611

The Accompanying Notes are an Integral Part of These Statements.

THE ASSIST AGENCY, INC.

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2008

CHANGES IN UNRESTRICTED NET ASSETS:	
UNRESTRICTED REVENUES AND SUPPORT	
Contributions	$ 63,980
Interest Income	986
Partnership Income	13,125
Rental Income	3,600
Developer Fee Income	27,898
Other	9,299
Total Unrestricted Revenues and Support	118,888
NET ASSETS RELEASED FROM RESTRICTIONS	
Program Restrictions Satisfied	541,310
Total Revenues	660,198
EXPENSES	
Program Activities:	
Community Services Block Grant Program	204,904
Homeless Grant Program	15,024
United Way Emergency Assistance Program	16,346
FEMA Program	14,031
United Way Pharmaceutical	6,423
J&K Hope Center	23,789
Other Program Activities	43,073
Total	323,590
Management and General	325,253
Fundraising Activities	464
Total Expenses	649,307
INCREASE IN UNRESTRICTED NET ASSETS	10,891
CHANGES IN TEMPORARILY RESTRICTED NET ASSETS:	
Grants	491,926
Contributions	49,384
Net Assets Released From Restrictions	(541,310)
INCREASE IN TEMPORARILY RESTRICTED NET ASSETS	-
INCREASE IN NET ASSETS	10,891
NET ASSETS AT BEGINNING OF PERIOD	114,977
NET ASSETS AT END OF PERIOD	$ 125,868

The Accompanying Notes are an Integral Part of These Statements.

THE ASSIST AGENCY, INC.

STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2008

	PROGRAM ACTIVITIES	MANAGEMENT AND GENERAL	FUNDRAISING	TOTAL
Compensation and				
Related Expenses:				
Salaries	$ 185,653	$ 166,502	$ -	$ 352,155
Employee Benefits				
Payroll Taxes	16,094	13,440	-	29,534
Pension Expense	1,408	3,531	-	4,939
Group Insurance	9,380	7,925	-	17,305
Compensated Absences	-	4,511	-	4,511
Total	212,535	195,909	-	408,444
Administrative Fees	-	1,802	-	1,802
Advertising	626	548	-	1,174
Automobile Expenses	389	7,962	-	8,351
Bank Charges	-	237	-	237
Community Food	2,832	-	-	2,832
Contract Labor	-	4,960	-	4,960
Depreciation	4,505	7,611	-	12,116
Donations	-	575	-	575
Dues and Subscriptions	-	3,325	-	3,325
Emergency Assistance	36,280	-	-	36,280
Fundraising	-	-	464	464
Insurance	2,795	18,457	-	21,252
Interest Expense	-	241	-	241
Audit and Professional Fees	-	34,984	-	34,984
Meeting Expenses	-	3,362	-	3,362
Miscellaneous Expense	2,409	1,475	-	3,884
Office Expense/Supplies	7,302	6,804	-	14,106
Penalties and Fines	-	293	-	293
Postage	844	1,122	-	1,966
Registration Fees	-	1,213	-	1,213
Rent Expense	29,740	27,489	-	57,229
Repairs and Maintenance	3,841	2,794	-	6,635
Telephone	10,121	1,842	-	11,963
Travel	2,256	2,248	-	4,504
Utilities	7,115	-	-	7,115
Totals	$ 323,590	$ 325,253	$ 464	$ 649,307

The Accompanying Notes are an Integral Part of These Statements.

THE ASSIST AGENCY, INC.

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2008

CASH FLOWS FROM OPERATING ACTIVITIES	
Increase in Net Assets	$ 10,891
Adjustments to Reconcile Increase in Net Assets to Net Cash Provided By Operating Activities:	
Depreciation	12,116
Change in Assets and Liabilities:	
Increase in Accounts Receivable	(402)
Increase in Other Receivable	(25,208)
Increase in Prepaid Insurance	(1,683)
Decrease in Accounts Payable	(4,456)
Decrease in Insurance Note Payable	(164)
Increase in Payroll Related Liablities	44
Increase in Accrued Compensated Absences	4,511
Decrease in Accrued Disallowances and Contingencies	(6,000)
Net Cash Used In Operating Activities	(10,351)
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchases of Fixed Assets	(24,949)
Principal Payments Received on RBEG Program Loans	1,183
Net Cash Used In Investing Activities	(23,766)
NET DECREASE IN CASH	(34,117)
CASH AND EQUIVALENTS, BEGINNING OF PERIOD	131,087
CASH AND EQUIVALENTS, END OF PERIOD	$ 96,970

The Accompanying Notes are an Integral Part of These Statements.

THE ASSIST AGENCY, INC.

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2008

(A) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations – The Assist Agency, Inc. is a non-profit corporation chartered by the State of Louisiana on March 15, 1976. The Primary function of The Assist Agency, Inc. is to provide services to low-income, handicapped and homeless individuals in the form of weatherization assistance, emergency food and shelter, food distribution, low-income housing assistance and other related social and emergency services in Acadia, Vermilion and Jefferson Davis Parishes. The Board of Directors governs the operations of the Organization and those Directors receive no compensation for their services.

Financial Statement Presentation – The Assist Agency, Inc. follows Statement of Financial Accounting Standards (SFAS) No. 117, "Financial Statements of Not-for-Profit Organizations," with regard to its financial statement presentation. Under SFAS No. 117, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Contributions - The Assist Agency, Inc. records its public support in accordance with SFAS No. 116 "Accounting for Contributions Received and Contributions Made". In accordance with SFAS No. 116, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence and/or nature of any donor restrictions.

Income Taxes - The Assist Agency, Inc. is a not-for-profit Organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. The Organization is also exempt from Louisiana income tax. Income determined to be unrelated business income is taxable.

Donor Restricted Funds – All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as temporarily restricted or permanently restricted support that increases these net asset classes. However, if a restriction is fulfilled in the same time period in which the contribution is received, the Organization reports the support as unrestricted.

Property and Equipment – Property and equipment are valued at historical cost for assets purchased and at fair market value at the date of donation for contributed assets. Donations of property and equipment are recorded as support at their estimated fair market value and are reported as unrestricted unless the donor has restricted the donated assets for a specific purpose. The Organization is not allowed to dispose of any fixed assets purchased with grant proceeds without the approval of the grantor agency. In addition, the Organization currently uses equipment whose title is held by the Louisiana Department of Labor under the Community Services Block Grant. The total cost of this equipment is $52,237.

Depreciation is computed using the straight-line method over the assets' useful lives.

Cash and Cash Equivalents – For purposes of the Statement of Cash Flows, the Organization considers all investments purchased with an original maturity of three months or less to be cash equivalents, excluding permanently restricted cash and cash equivalents.

(A) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

Donated Services – The Organization recognizes donated services that (a) create or enhance nonfinancial assets or (b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. At December 31, 2008, there were no material donated services.

Use of Estimates – The preparation of financial statements in conformity with generally accepted accounting principals requires management to make estimates and assumptions that affect the reported amounts of assets at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Advertising Costs – The Organization expenses all advertising costs in the year incurred. Advertising costs for the year ended December 31, 2008, were $548.

(B) TEMPORARILY RESTRICTED NET ASSETS

Net Assets were released from donor restrictions by incurring expenses satisfying the purpose or time restrictions specified by donors as follows:

Community Services Block Grants	$ 419,287
Homeless Shelter Grant	14,182
Emergency Shelter National Board Program	8,600
EITC Outreach and Tax Preparation	11,545
United Way - Emergency Relief	5,000
United Way - Pharmaceuticals	21,400
United Way - Emergency Assistance	16,500
HUD Supportive Housing Program	25,758
HUD HOME Investment Partnership Program	19,038
	$ 541,310

(C) ACCOUNTS RECEIVABLE

At December 31, 2008 accounts receivable was composed of the following:

Homeless Shelter Grant	$ 7,602
LA Housing Finance Agency	6,433
HUD Special Needs Assistance	8,789
State of Louisiana – OSRAP (Medicaid Reimbursement)	308
	$ 23,132

(D) ACCRUED COMPENSATED ABSENCES

Employees earn from six to eighteen days each of annual leave and sick leave each year, depending on their length of service. The maximum hours of annual leave an employee is allowed to carry over is 120 hours (15 days). Upon termination, employees are paid for all unused annual leave (up to 120 hours). However sick leave is not paid upon termination. Accordingly, the liability related to accrued compensated absences is recorded in the financial statements.

THE ASSIST AGENCY, INC.

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2008

(E) PENSION PLAN

The Organization contributes to a Savings Incentive Match Plan for Employees of Small Employers (SIMPLE). All employees of the Organization are eligible to participate. The Organization contributes up to 3.00% of each employee's compensation for the calendar year to a SIMPLE IRA for each employee who has at least $5,000 in compensation for the previous year. Pension expense for the year ended December 31, 2008 was $4,939.

(F) ACCRUED ALLOWANCES AND CONTINGENCIES

At December 31, 2008, the Organization owed the following amounts to grantors and other vendors:

In prior years, the Organization received services from an Architect for services performed on various housing projects of the Organization. No action was taken during the year to clear these amounts due.	26,403
The Organization received notification from the Jefferson Davis Parish Police Jury that it owed the Police Jury for amounts, which the U.S. Department of Housing and Urban Development determined, were improperly spent or not properly remitted to the Police Jury for Section 8 Housing Assistance. An agreement was made between the Police Jury and the Organization where the Organization agreed to pay the Police Jury $83,880, with no interest. The Organization agreed to pay $10,000 to the Police Jury and then $500 per month until the debt was paid. In addition, the Organization agreed to direct 30 percent of any new or additional unrestricted funds toward the payment of the debt.	18,027
Total Amounts Owed Grantors and Other Governments	44,430
Less: Current Portion	(32,403)
Long-term Portion of Debt owed to Grantors and Other Governments	$ 12,027

(G) INVESTMENTS IN LIMITED PARTNERSHIPS

On December 15, 1995, the Organization entered into a limited partnership known as Southwind Apartments, ALPIC, as managing general partner. The partnership owns and operates a multi-family housing facility in Jefferson Davis Parish, Louisiana, for use and occupancy by individuals and families of low to moderate income, in accordance with the terms and conditions of participation in the Home Affordable Rental Housing Program. The Organization has an equity position of .50% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

On October 23, 1997, the Organization entered into a limited partnership known as Westfield Apartments, ALPIC as managing general partner. The partnership owns and operates a multi-family housing facility in Jefferson Davis Parish, Louisiana, for use and occupancy by individuals and families of low to moderate income, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of .50% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

(G) INVESTMENTS IN LIMITED PARTNERSHIPS – continued...

On September 21, 2000, the Organization entered into a limited partnership known as Acadian Place Apartments, ALPIC as managing general partner. The partnership was formed to develop multi-family housing in Church Point, Louisiana, for use and occupancy by individuals and families of low to moderate income, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of .01% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

On September 21, 2000, the Organization entered into a limited partnership known as Southern Apartments Partnership, as managing general partner. The partnership was formed to develop multi-family housing in Iota, Louisiana, for use and occupancy by individuals and families of low to moderate income, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of 2.50% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

On May 15, 2006, the Organization entered into a limited partnership known as Bobby Smith Subdivision I Limited Partnership, as managing general partner. The partnership was formed to develop, build, own and operate a scattered site residential housing complex Acadia Parish, for the purposes of providing affordable housing, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of .005% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

On May 15, 2006, the Organization entered into a limited partnership known as Bobby Smith Subdivision II Limited Partnership, as managing general partner. The partnership was formed to develop, build, own and operate a scattered site residential housing complex in Acadia Parish, for the purposes of providing affordable housing, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of .005% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

On March 15, 2007, the Organization entered into a limited partnership known as South Church Point Subdivision Limited Partnership, as managing general partner. The partnership was formed to develop, build, own and operate a scattered site residential housing complex in Acadia Parish, for the purposes of providing affordable housing, in accordance with the terms and conditions of participation in the HOME Affordable Rental Housing Program. The Organization has an equity position of .005% in the partnership. However, as a general partner, the Organization is potentially liable for all the debts of the partnership.

The Organization is paid monthly for services provided to the partnerships. For the year ended December 31, 2008, the Organization received $13,125 for these services. The Organization also received developer fees in the amount of $27,898 related to the Bobby Smith Subdivision I & II project and the South Church Point Subdivision project.

THE ASSIST AGENCY, INC.

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2008

(H) NOTES RECEIVABLE

During 2001, the Organization loaned $30,000 that it received from the USDA – Rural Development under the Rural Business Enterprise Grant (RBEG) Program. Funds under this program may only be loaned to approved entities and are non-transferable. The funds were loaned to a small business at 7.00% for 115 months. The monthly payment is $594.04 with a balance of $26,139 at December 31, 2008.	26,139
During 2004, the Organization loaned $7,500 that it received from the USDA – Rural Development under the Rural Business Enterprise Grant (RBEG) Program. Funds under this program may only be loaned to approved entities and are non-transferable. The funds were loaned to a small business at 7.00% for 60 months. The monthly payment is $148.51 with a balance of $2,487 at December 31, 2008. At year-end, the market value of this note approximated the reported cost.	2,487
Total Revolving Loans Receivable	28,626
Less: Current Portion	(28,253)
Long Term Portion of Revolving Loans Receivable	$ 373

The five year maturities of these receivables at December 31 are as follows:

2009	$ 28,253
2010	373
	$ 28,626

The allowance for uncollectible receivables is the total of the note in the amount of $26,139 which has been determined potentially uncollectible due to a failure to receive payments and the bankruptcy of the debtor.

Net Notes Receivable at December 31, 2008 are as follows:

Total Revolving Loans Receivable	$ 28,626
Less: Allowance for Uncollectible Loans Receivable	(26,139)
Net Total Revolving Loans Receivable	$ 2,487

(I) NOTE PAYABLE

During 2008, the Organization financed its insurance premiums with an unsecured note payable bearing interest at 10.45%. The balance due at December 31, 2008 was $3,674 due within the next year; therefore, the note payable is presented as a current liability in these financial statements.

(J) CASH FLOW DISCLOSURES

For the year ended December 31, 2008, the Organization paid interest totaling $241.

During 2008, the Organization financed its insurance premiums with a note payable in the amount of $6,529.

(K) CONCENTRATIONS OF CREDIT RISK

The Organization receives funding from the U.S. Department of Health and Human Services in the form of Community Services Block Grant funds that are passed through the Louisiana Department of Employment and Training. During 2008, the Organization received $419,287 of Community Services Block Grants. This amount represents 64% of total revenues and support received by the Organization for the year ended December 31, 2008. A change in this funding could substantially affect the operations of the Organization.

(L) RELATED PARTY TRANSACTION

In June 2008, Friends of ASSIST, a 501(c)(3) Organization sharing a common board of directors with The Assist Agency, Inc. was formed. The Assist Agency, Inc. advanced a total of $25,000 in start up cash and paid $208 in Organizational expenses on behalf of the Friends of ASSIST. The Assist Agency, Inc. intends to collect the amount and it is therefore classified as a current asset in the amount of $25,208 as of December 31, 2008.

WRIGHT, MOORE, DEHART, DUPUIS & HUTCHINSON, L.L.C.

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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
The Assist Agency, Inc.
Crowley, Louisiana

We have audited the financial statements of The Assist Agency, Inc. as of and for the year ended December 31, 2008, and have issued our report thereon dated August 11, 2009. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the provisions of Louisiana Revised Statutes 24:513 and the Louisiana Audit Guide.

Internal Control Over Financial Reporting

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

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

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

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether The Assist Agency, Inc.'s financial statements are free of 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 determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed one instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and responses as item 2008-1.

This report is intended for the information of the management and Board of Directors of The Assist Agency, Inc., *federal awarding agencies, pass-through entities and the Legislative Auditor of the State of Louisiana.* However, this report is a matter of public record and its distribution is not limited.

Wright, Moore, DeHart,
Dupuis & Hutchinson, LLC

WRIGHT, MOORE, DEHART,
DUPUIS & HUTCHINSON, L.L.C.
Certified Public Accountants

August 11, 2009

THE ASSIST AGENCY, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2008

We have audited the financial statements of The Assist Agency, Inc. as of and for the year ended December 31, 2008, and have issue our report thereon dated August 11, 2009. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by Comptroller General of the United States. Our audit of the financial statements of December 31, 2008 resulted in an unqualified opinion.

Section I Summary of Auditors' Reports

Report on Internal Control and Compliance Material to the Financial Statements.

Internal Control

Significant Deficiencies	☐ Yes	☑ No
Material Weaknesses	☐ Yes	☑ No

Compliance

Noncompliance Material to Financial Statements	☑ Yes	☐ No

Section II Financial Statement Findings

Finding No. 2008-1

Statement of Condition:
Management failed to take all steps necessary to ensure the timely submission of the December 31, 2008 audited financial statements as required.

Criteria:
Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide requires all engagements to be completed and transmitted to the legislative auditor within six months of the close of the entity's fiscal year.

Effect of Condition:
The condition has no effect on the financial statements of The Assist Agency, Inc.

Cause of Condition:
Management did not ensure that the cash and interfund accounts were reconciled within a reasonable amount of time in order to perform and complete an audit of the financial statements followed by submission of the audit report within the mandated time frame.

Recommendation:
Management should implement procedures to insure that all required filing deadlines are met.

Response:
Management will develop procedures to insure the timely filing of financial information.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS – continued...
FOR THE YEAR ENDED DECEMBER 31, 2008

Section III Federal Award Findings and Questioned Costs

Not Applicable.

THE ASSIST AGENCY, INC.

SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2008

There were no prior year findings.

ASSIST Agency

A Self Sufficiency Improvement Support Team

Voice (337) 788-7550 FAX (337) 783-9353 E-mail assistcrowley@ldol.state.la.us

11 N. Parkerson Ave. Crowley, La. 70527-1404 Post Office Box 1404

Community Action Partnership
Helping People. Changing Lives.

MANAGEMENT'S CORRECTIVE ACTION PLAN
FOR THE YEAR ENDED DECEMBER 31, 2008

The ASSIST Agency respectfully submits the following corrective action plan for the year ended December 31, 2008.

The finding from the December 31, 2008 Schedule of Findings and Questioned Costs is discussed below. The finding is numbered consistently with the numbers assigned in the schedule.

Finding No. 2008-1

Recommendation: Management should implement procedures to insure that all required filing deadlines are met in compliance with Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide* which requires all engagements to be completed and transmitted to the legislative auditor within six months of the close of the entity's fiscal year.

Action Taken: Management has developed procedures to insure the timely filing of financial information.

If the Louisiana Legislative Auditor has questions regarding this plan, please contact Sharon Clement, Executive Director, The ASSIST Agency, P. O. Box 1404, Crowley, LA 70527-1404.
Telephone number: 337-788-7550.

Sincerely yours,

Sharon Clement

Sharon Clement
Executive Director, The ASSIST Agency

United Way
United Way of Acadiana
Community Partner