



OFFICE OF THE COMPTROLLER  
CITY OF ST. LOUIS



FILE COPY

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Comptroller

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September 11, 2007

Robert Funk, Executive Director  
Paraquad, Inc.  
5240 Oakland Ave  
St. Louis, MO 63110

RE: Fiscal Monitoring Report of Paraquad, Inc. Home Access Program, Rental Home  
Access Program and Rental Assistance Program (#2007-AHC15)

Dear Mr. Funk:

Enclosed is a report of our fiscal monitoring review of the Paraquad, Inc. (Document #50437, 50757, 50436) for the period March 1, 2005 through February 28, 2006. The scope of a fiscal monitoring review is substantially less than an audit, and as such, we do not express an opinion on the financial operations of Paraquad, Inc. Our fieldwork was completed on June 21, 2007.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised, and has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing* and through an agreement with Affordable Housing Commission to provide fiscal monitoring to all grant sub-recipients.

If you have any questions, please contact Ishmael Ikpeama at 314-589-6113.

Sincerely,

Sedrick D. Blake, CPA, MBA  
Audit/Fiscal Executive

Enclosure

cc: Angela Conley, Executive Director, Affordable Housing Commission



# CITY OF ST. LOUIS

*AFFORDABLE HOUSING COMMISSION*

*PARAQUAD, INC.*

*HOME ACCESS PROGRAM  
RENTAL HOME ACCESS PROGRAM  
RENTAL ASSISTANCE PROGRAM*

*DOCUMENTS #50436, #50437 and #50757*

*FISCAL MONITORING REVIEW*

*MARCH 1, 2005 THROUGH FEBRUARY 28, 2006*

*PROJECT #2007-AHC15*

*DATE ISSUED: SEPTEMBER 11, 2007*

*Prepared by:  
The Internal Audit Section*



# OFFICE OF THE COMPTROLLER

*HONORABLE DARLENE GREEN, COMPTROLLER*

**CITY OF ST. LOUIS  
AFFORDABLE HOUSING COMMISSION (AHC)  
HOME ACCESS, RENTAL HOME ACCESS, RENTAL ASSISTANCE PROGRAMS  
PARAQUAD, INC.  
DOCUMENT #50437, 50757, 50436  
CONTRACT #02-05G, 03-05G, 56-05G  
FISCAL MONITORING REVIEW  
MARCH 1, 2005 THROUGH FEBRUARY 28, 2006**

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**CITY OF ST. LOUIS  
AFFORDABLE HOUSING COMMISSION (AHC)  
HOME ACCESS, RENTAL HOME ACCESS, RENTAL ASSISTANCE PROGRAMS  
PARAQUAD, INC.  
DOCUMENT #50437, 50757, 50436  
CONTRACT #02-05G, 03-05G, 56-05G  
FISCAL MONITORING REVIEW  
MARCH 1, 2005 THROUGH FEBRUARY 28, 2006**

**INTRODUCTION**

**Background**

**Contract Name:** Paraquad, Inc.

**Program Names:** Home Access Program  
Rental Home Access Program  
Rental Assistance Program

**Document Numbers:** 50437, 50757, 50436

**Contract Numbers:** 02-05G, 03-05G, 56-05G

**Contract Period:** March 1, 2005 through February 28, 2006

**Contract Amount:** \$40,000.00, \$60,000.00, \$20,000.00

This contract provided funds to the Agency to assist households, at or below the 50% of the St Louis median income, an expense for building ramps, accessible bathroom or to widen doorways to accommodate individuals using wheelchairs, especially those that affect the health and safety of individuals living in the house.

**Purpose**

The purpose of this fiscal monitoring review was to determine Paraquad, Inc. (Document #50437, 50757, 50436) compliance with local Affordable Housing Commission requirements for the period March 1, 2005 through February 28, 2006 and make recommendations for improvements.

**Scope and Methodology**

We made inquiries regarding Paraquad, Inc. internal controls relating to the grant administered by the Affordable Housing Commission (AHC), tested evidence supporting the reports the Agency submitted to AHC and performed other procedures considered necessary. Our fieldwork was completed on June 21, 2007.

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**CONCLUSION AND SUMMARY OF OBSERVATIONS**

**Conclusion**

We found no evidence to suggest that Paraquad, Inc. did not fully comply with AHC requirements.

**Status of Prior Observations**

This is the first fiscal monitoring review for Paraquad, Inc. under this program. Therefore, the Agency does not have prior observations.

**Summary of Current Observations**

We had no observation