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OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



DARLENE GREEN
Comptroller

Internal Audit Section

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St. Louis, Missouri 63101
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February 4, 2005

Mr. Buz Zeman, Director
Housing Options Provided for the Elderly (HOPE) Inc.
4265 Shaw
St. Louis, MO 63110

RE: Fiscal Monitoring Report of Housing Options Provided for the Elderly
(HOPE) Inc. (2005-SLA14)

Dear Mr. Zeman:

Enclosed is a report of our fiscal monitoring review of Housing Options Provided for the Elderly (HOPE) Inc.'s contract with the Department of Human Services (Contract #48799) for the period July 1, 2004 through December 31, 2004. 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 Housing Options Provided for the Elderly (HOPE) Inc. Our fieldwork was substantially completed on December 31, 2004.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised, and through an agreement with the Department of Human Services to provide fiscal monitoring to all grant sub-recipients. If you have any questions, please contact me at 613-7257.

Sincerely,

A handwritten signature in cursive script that reads "Dwayne Crandall".

Dwayne Crandall, MHA, CIA, CPA
Internal Audit Supervisor

cc: Honorable Darlene Green, Comptroller
Patrick Brennan, Accounting Manager, Department of Human Services

Enclosure



CITY OF ST. LOUIS

*DEPARTMENT OF HUMAN SERVICES (DHS)
ST. LOUIS AREA AGENCY ON AGING (SLAAA)*

*HOUSING OPTIONS FOR THE ELDERLY (HOPE, INC.)
DOCUMENT #48799*

FISCAL MONITORING REVIEW

JULY 1, 2004 THROUGH DECEMBER 31, 2004

PROJECT #2005-SLA14

DATE ISSUED: FEBRUARY 4, 2005

*Prepared by:
The Internal Audit Section*



OFFICE OF THE COMPTROLLER

HONORABLE DARLENE GREEN, COMPTROLLER

**CITY OF ST. LOUIS
DEPARTMENT OF HUMAN SERVICES (DHS)
ST. LOUIS AREA AGENCY ON AGING (SLAAA)
HOUSING OPTIONS PROVIDED FOR THE ELDERLY (HOPE) INC.
FISCAL MONITORING REVIEW
JULY 1, 2004 THROUGH DECEMBER 31, 2004**

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**CITY OF ST. LOUIS
DEPARTMENT OF HUMAN SERVICES (DHS)
ST. LOUIS AREA AGENCY ON AGING (SLAAA)
HOUSING OPTIONS PROVIDED FOR THE ELDERLY (HOPE) INC.
FISCAL MONITORING REVIEW
JULY 1, 2004 THROUGH DECEMBER 31, 2004**

INTRODUCTION

Background

Contract Name: Housing Options Provided for the Elderly (HOPE) Inc.

Contract Period: July 1, 2004 through June 30, 2005

Contract Amount: \$30,600

Contract Number: 48799

The contract provides funds to the Agency for housing assistance and counseling to the elder and handicapped residents of the City of St. Louis in accordance with Title III of the Older Americans Act.

Purpose

Our purpose was to determine Housing Options Provided for the Elderly (HOPE) Inc.'s compliance with federal, state and local Department of Human Service (DHS) requirements for the period July 1, 2004 through December 31, 2004 and make recommendations for improvements.

Scope and Methodology

We made inquiries regarding Housing Options Provided for the Elderly (HOPE) Inc.'s internal controls relating to the grant administered by St. Louis Area Agency on Aging (SLAAA), tested evidence supporting the reports the agency submitted to SLAAA and performed other procedures considered necessary. Our fieldwork was substantially completed on December 31, 2004.

**CITY OF ST. LOUIS
DEPARTMENT OF HUMAN SERVICES (DHS)
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CONCLUSION AND SUMMARY OF OBSERVATIONS

Conclusion

We found no evidence to suggest that the Housing Options Provided for the Elderly (HOPE) Inc. did not fully comply with federal, state and local DHS requirements.

Status of Prior Observations

The prior fiscal monitoring review, dated November 17, 2003 noted no observations.

A-133 Status

We obtained a letter from the Director of the Agency, dated December 7, 2004 stating that an A-133 Audit was not required because the Agency did not expend \$300,000 or more in Federal funds for the year ended December 31, 2003.

Summary of Current Observations

We did not have any observations.