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OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



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Comptroller

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DR. KENNETH M. STONE, CPA
Internal Audit Executive

May 1, 2009

John Vincenzo, Executive Director
Senior Home Security/Home Services, Inc.
3755 Forest Park Avenue
St. Louis, MO 63108

RE: Community Development Block Grant (CDBG)
(Project #2009-CDA38)

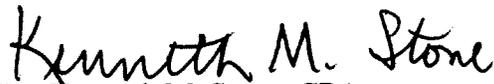
Dear Mr. Vincenzo:

Enclosed is a report of our fiscal monitoring review of the Senior Home Security/Home Services, Inc. (Agency), CDBG program, for the period January 1, 2008 through October 31, 2008. The scope of a fiscal monitoring review is less than an audit, and as such, we do not express an opinion on the financial operations of Senior Home Security/Home Services, Inc. Fieldwork was completed on November 26, 2008.

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 the City of St. Louis, Community Development Administration (CDA) to provide fiscal monitoring to all grant subrecipients.

If you have any questions, please contact the Internal Audit Section at 314-622-4723.

Sincerely,


Dr. Kenneth M. Stone, CPA
Internal Audit Executive

Enclosure

cc: Jill Claybour, Acting Executive Director, CDA
Lorna Alexander, Special Assistant for Development, CDA



CITY OF ST. LOUIS

**COMMUNITY DEVELOPMENT ADMINISTRATION (CDA)
COMMUNITY BLOCK DEVELOPMENT ORGANIZATION (CBDO)**

**SENIOR HOME SECURITY/ HOME SERVICES, INC.
CONTRACT #08-36-21
CFDA #14.218**

FISCAL MONITORING REVIEW

JANUARY 1, 2008 THROUGH OCTOBER 31, 2008

PROJECT #2009-CDA38

DATE ISSUED: MAY 1, 2009

**Prepared by:
The Internal Audit Section**



OFFICE OF THE COMPTROLLER

HONORABLE DARLENE GREEN, COMPTROLLER

**CITY OF ST. LOUIS
COMMUNITY DEVELOPMENT ADMINISTRATION (CDA)
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
SENIOR HOME SECURITY/HOME SERVICES, INC.
FISCAL MONITORING REVIEW
JANUARY 1, 2008 THROUGH OCTOBER 31, 2008**

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INTRODUCTION

Background

Contract Name: Senior Home Security/ Home Services, Inc.

Contract Number: 08-36-21

CFDA Number: 14.218

Contract Period: January 1, 2008 through December 31, 2008

Contract Amount: \$52,000

The contract provided Community Development Block Grant (CDBG) funds to Senior Home Security/Home Services, Inc. (Agency) for minor residential home repairs, modified safety and security services, minor accessibility modifications and energy weatherization services for elderly low and moderate-income homeowners.

Purpose

The purpose of the review was to determine Agency's compliance with federal, state and local requirements for the period January 1, 2008, through October 31, 2008, and make recommendations for improvements as considered necessary.

Scope and Methodology

Inquiries were made regarding the Agency's internal controls relating to the grant administered by the Community Development Administration (CDA), evidence tested supporting the reports the Agency submitted to CDA and other procedures performed as considered necessary. Fieldwork was completed on November 26, 2008.

Exit Conference

The exit conference was not considered necessary, because there were no current observations.

SUMMARY OF OBSERVATIONS

Conclusion

No evidence was found to suggest that the Agency did not fully comply with federal, state and local CDBG requirements.

Status of Prior Observations

The Agency's previous fiscal monitoring report, Project # 2008-CDA32, issued August 25, 2008, contained no observations.

A-133 Status

The Agency expended \$500,000 or more in federal funds for calendar year 2007, therefore, it was required to have a single audit in accordance with OMB Circular A-133.

The A-133 report, dated June 6, 2008, rendered an unqualified on both the general-purpose financial statements and the report issued on compliance for major programs. There were no material weaknesses and the Agency qualified as a low risk auditee.

However, there were two reportable conditions:

1. Lack of segregation of duties
2. Lack of documentation of client's age, income and property ownership for eligibility

The second finding is directly related to the CDBG grant passed through the City. A corrective action has been implemented by the Agency.

Summary of Current Observations

There are no current observations.