



OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



FILE COPY

DARLENE GREEN
Comptroller

Internal Audit Section

Carnahan Courthouse Building
1114 Market St., Room 642
St. Louis, Missouri 63101
(314) 622-4723
Fax: (314) 613-3004

DR. KENNETH M. STONE, CPA
Internal Audit Executive

October 20, 2009

Ms. Lily Qiu, President/CEO
Productive Futures
5225 Delmar Boulevard
St. Louis, MO 63108

RE: Workforce Investment Act (WIA) (Project #2009-SLATE3)

Dear Ms. Qiu:

Enclosed is a report of our fiscal monitoring review of Productive Futures, a for profit organization, WIA program, for the period July 1, 2008 through September 30, 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 Productive Futures. Fieldwork was completed on December 12, 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 St. Louis Agency on Training and Employment (SLATE) to provide fiscal monitoring to all grant sub-recipients.

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: Michael Holmes, Executive Director, SLATE
Kim Neske, Fiscal Manager, SLATE



CITY OF ST. LOUIS CITY OF ST. LOUIS

**ST. LOUIS AGENCY ON TRAINING AND EMPLOYMENT (SLATE)
WORKFORCE INVESTMENT ACT (WIA)**

**PRODUCTIVE FUTURES
CONTRACT #113-09 AND #213-09
CFDA #17.258 AND #17.259**

FISCAL MONITORING REVIEW

JULY 1, 2008 THROUGH SEPTEMBER 30, 2008

PROJECT #2009-SLATE3

DATE ISSUED: OCTOBER 20, 2009

**Prepared by:
Internal Audit Section**



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HONORABLE DARLENE GREEN, COMPTROLLER

CITY OF ST. LOUIS
ST. LOUIS AGENCY ON TRAINING AND EMPLOYMENT (SLATE)
WORKFORCE INVESTMENT ACT (WIA)
PRODUCTIVE FUTURES
FISCAL MONITORING REVIEW
JULY 1, 2008 THROUGH SEPTEMBER 30, 2008

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Background

Contract Name: Productive Futures

Contract Numbers: 113-09 Adult Program
213-09 Youth Program

CFDA Numbers: 17.258 and 17.259

Contract Periods: July 1, 2008 through June 30, 2009

Contract Amounts: \$241,100 (Contract #113-09)
\$360,000 (Contract #213-09)

Contract #113-09 provided Workforce Investment Act (WIA) funds to Productive Futures (Agency) for their adult employment and training program. The program's goal was to serve ninety-five WIA eligible adults by providing them with 40 hours of competency-based training, coaching, counseling, job cultivation and development, and targeted employment placement.

Contract #213-09 provided WIA funds to the Agency for their youth program. The program's goal was to serve fifty-eight inner-city out-of-school youth, between the ages of 18 and 21 years, who posed deficiencies and/or barriers that might affect employment opportunities. Occupational training, counseling, and support services were provided.

Purpose

The purpose of our review was to determine the Agency's compliance with federal, state and local SLATE requirements for the period July 1, 2008 through September 30, 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 SLATE. Evidence was tested, supporting the reports the agency submitted to SLATE, and other procedures were performed, as considered necessary. The fieldwork was completed on December 12, 2008.

Exit Conference

An exit conference was conducted at Productive Futures on September 10, 2009. Productive Futures was represented at the exit conference by Lily Qui, President and Sharon Walker, Accountant. The Internal Audit Section was represented by Jeremy Holtzman, Auditor II and Anchaleeya Thompson, Auditor I.

SUMMARY OF OBSERVATIONS

Conclusion

We found no evidence to suggest that the Agency did not fully comply with federal, state and local SLATE requirements.

Status of Prior Observations

The Agency's previous fiscal monitoring report, Project #2009-SLATE3, issued June 19, 2008, contained one observation:

- Agency had inadequate separation of accounting duties due to one person being responsible for all accounting functions (**Resolved**)

A-133 Status

Due to being a for profit agency, Productive Futures was not subject to an A-133 audit for the calendar year ending December 31, 2008.

Summary of Current Observations

There were no current observations.