



OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



FILE COPY

DARLENE GREEN
Comptroller

Internal Audit Section

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DR. KENNETH M. STONE, CPA
Internal Audit Executive

June 2, 2009

Irvin Blue, Executive Director
Forest Park Southeast Housing Corporation
4471 Arco Avenue
St. Louis, MO 63110

RE: Community Development Block Grant (CDBG) (Project #2009-CDA3)

Dear Mr. Blue:

Enclosed is a report of our fiscal monitoring review of Forest Park Southeast Housing Corporation a not-for-profit organization, Community Development Block Grant (CDBG) for the period January 1, 2008 through June 30, 2008. 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 Forest Park Southeast Housing Corporation. The fieldwork completed on June 24, 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 Community Development Administration (CDA) 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: Jill Claybour, Acting Executive Director, CDA
Lorna Alexander, Special Assistant for Development, CDA



CITY OF ST. LOUIS

**COMMUNITY DEVELOPMENT ADMINISTRATION (CDA)
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**FOREST PARK SOUTHEAST HOUSING CORPORATION
CONTRACT #08-31-03
CFDA #14.218**

**FISCAL MONITORING REVIEW
JANUARY 1, 2008 THROUGH JUNE 30, 2008**

PROJECT #2009-CDA3

DATE ISSUED: JUNE 2, 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)
FOREST PARK SOUTHEAST HOUSING CORPORATION
FISCAL MONITORING REVIEW
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INTRODUCTION

Background

Contract Name: Forest Park Southeast CBDO Program

Contract Number: 08-31-03

CFDA Number: 14.218

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

Contract Amount: \$90,000

This contract provided funds to Forest Park Southeast Housing Corporation (Agency) for services such as assisting with new home construction, improve commercial activities, provide developmental, marketing and technical assistance to area residents. Funds were also used to improve commercial activities within the area.

Purpose

The purpose of the review was to determine the Agency's compliance with federal, state and local Community Development Administration (CDA) requirements for the period January 1, 2008, through June 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 the CDA. Evidence were tested supporting the reports the Agency submitted to CDA and other procedures were performed as considered necessary. Fieldwork completed on June 24, 2008.

Exit Conference

Since there were no current observations, an exit conference was not considered necessary.

SUMMARY OF OBSERVATIONS

Conclusion

The Agency complied with federal, state and local CDA requirements.

Status of Prior Observations

The Agency's previous fiscal monitoring report, Project #2007-CDA32, dated July 2, 2007, contained two observations.

1. Failure to maintain adequate fidelity bonding. **(Resolved)**
2. The Agency did not use two duly authorized signatures for checks. **(Resolved)**

A-133 Status

The Agency did not expended \$500,000 or more in federal funds for calendar year ending December 31, 2007. The Agency is not required to have a single audit in accordance with OMB Circular A-133.

Summary of Current Observations

There were no current observations.