

**Operation: New View  
Community Action Agency  
Dubuque, Iowa**

**Financial Statements  
September 30, 2008**

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## Independent Auditor's Report

To the Board of Directors  
Operation: New View Community Action Agency  
Dubuque, Iowa

We have audited the accompanying financial statements, listed as exhibits in the table of contents of this report, of Operation: New View Community Action Agency, Dubuque, Iowa, as of and for the year ended September 30, 2008. These financial statements are the responsibility of the Agency's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Operation: New View Community Action Agency as of September 30, 2008, and the results of its operations, changes in net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated May 1, 2009, on our consideration of Operation: New View Community Action Agency's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and is important for assessing the results of our audit.

Our audit was performed for the purpose of forming an opinion on the financial statements taken as a whole. The supplemental information included in Schedules 1 through 24, including the Schedule of Expenditures of Federal Awards required by U.S. Office of Management and Budget (OMB) Circular A-133, Audits of States, Local Governments, and Non-Profit

Organizations is presented for purposes of additional analysis, and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in our audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

**HONKAMP KRUEGER & CO., P.C.**

*Honkamp Krueger & Co.*

Dubuque, Iowa  
May 1, 2009

**Operation: New View Community Action Agency**  
**Combined Statement of Financial Position**  
**All Funds**  
**September 30, 2008**  
**Exhibit A**

<b>ASSETS</b>	Administrative and Local Funds	Program Funds	Plant Fund	Total (Memorandum Only)
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Current Assets</b>				
Cash	\$ 162,340	\$ 184,239	\$ -	\$ 346,579
Certificates of Deposit	34,597	-	-	34,597
Due From Other Funds	284,897	335,669	-	620,566
Grants Receivable	-	509,406	-	509,406
Miscellaneous Receivable	26	245	-	271
Prepaid Expenses	6,179	980	-	7,159
Total Current Assets	<u>488,039</u>	<u>1,030,539</u>	<u>-</u>	<u>1,518,578</u>
Building and Equipment	-	-	586,235	586,235
Accumulated Depreciation	<u>-</u>	<u>-</u>	<u>(246,805)</u>	<u>(246,805)</u>
Net Equipment	<u>-</u>	<u>-</u>	<u>339,430</u>	<u>339,430</u>
Total Assets	<u>\$ 488,039</u>	<u>\$ 1,030,539</u>	<u>\$ 339,430</u>	<u>\$ 1,858,008</u>
<b>LIABILITIES AND NET ASSETS</b>				
<b>Liabilities</b>				
Due to Other Funds	\$ 275,263	\$ 345,303	\$ -	\$ 620,566
Accounts Payable	18,048	126,829	-	144,877
Note Payable	213,178	-	-	213,178
Accrued Payroll and Related Expenses	<u>53,090</u>	<u>40,526</u>	<u>-</u>	<u>93,616</u>
Total Liabilities	<u>559,579</u>	<u>512,658</u>	<u>-</u>	<u>1,072,237</u>
<b>Net Assets</b>				
Temporarily Restricted	-	517,881	-	517,881
Unrestricted	<u>(71,540)</u>	<u>-</u>	<u>339,430</u>	<u>267,890</u>
Total Net Assets	<u>(71,540)</u>	<u>517,881</u>	<u>339,430</u>	<u>785,771</u>
Total Liabilities and Net Assets	<u>\$ 488,039</u>	<u>\$ 1,030,539</u>	<u>\$ 339,430</u>	<u>\$ 1,858,008</u>

See Notes to Financial Statements

**Operation: New View Community Action Agency  
Combined Statement of Activities  
All Funds  
Year Ended September 30, 2008**

**Exhibit B**

	<u>Administrative and Local Funds</u>	<u>Program Funds</u>	<u>Plant Fund</u>	<u>Total (Memorandum Only)</u>
<b>REVENUES</b>				
Federal Funds	\$ -	\$ 5,010,205	\$ -	\$ 5,010,205
State Funds	-	108,437	-	108,437
County and City Funds	42,032	-	-	42,032
Other Revenue	67,277	316,384	-	383,661
Non-Cash Match	-	377,876	-	377,876
Total Revenue	<u>109,309</u>	<u>5,812,902</u>	<u>-</u>	<u>5,922,211</u>
<b>EXPENDITURES</b>				
<b>Personnel Costs:</b>				
Salaries	186,589	1,446,618	-	1,633,207
Fringe Benefits	32,611	287,781	-	320,392
Payroll Taxes	15,366	119,213	-	134,579
Total Personnel Costs	<u>234,566</u>	<u>1,853,612</u>	<u>-</u>	<u>2,088,178</u>
<b>Non-Personnel Costs:</b>				
Consultant and Contract Service	272	42,678	-	42,950
Travel	9,142	253,582	-	262,724
Space Costs and Rentals	13,296	318,442	-	331,738
Consumable Supplies	14,909	58,782	-	73,691
Property and Equipment Costs	576	6,584	-	7,160
Depreciation	-	-	32,604	32,604
Other Costs, Including Direct Assistance Payments	115,218	2,973,015	-	3,088,233
Total Non-Personnel Costs	<u>153,413</u>	<u>3,653,083</u>	<u>32,604</u>	<u>3,839,100</u>
<b>Expenses Allocated</b>	<u>(213,937)</u>	<u>213,937</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>174,042</u>	<u>5,720,632</u>	<u>32,604</u>	<u>5,927,278</u>
Excess of Revenues or (Expenditures)	(64,733)	92,270	(32,604)	(5,067)
Net Assets Transfers	-	(31,429)	31,429	-
Net Assets, Beginning, as Previously Reported	<u>(6,807)</u>	<u>457,040</u>	<u>340,605</u>	<u>790,838</u>
Net Assets, Ending	<u>\$ (71,540)</u>	<u>\$ 517,881</u>	<u>\$ 339,430</u>	<u>\$ 785,771</u>

See Notes to Financial Statements

**Operation: New View Community Action Agency  
 Combined Statement of Functional Expenses  
 Administrative and Local Funds and Program Funds  
 Year Ended September 30, 2008**

**Exhibit C**

	Administrative and Local Funds	Program Funds	Total
	<u>          </u>	<u>          </u>	<u>          </u>
Salaries	\$ 186,589	\$ 1,446,618	\$ 1,633,207
Fringe Benefits	32,611	287,781	320,392
Payroll Taxes	15,366	119,213	134,579
Consultant and Contract Service	272	42,678	42,950
Travel	9,142	253,582	262,724
Space Cost and Rentals	13,296	318,442	331,738
Consumable Supplies	14,909	58,782	73,691
Property and Equipment Costs	576	6,584	7,160
Other Costs, Including Direct Assistance Payments	<u>115,218</u>	<u>2,973,015</u>	<u>3,088,233</u>
Total Expenses before Allocation of Indirect Costs	387,979	5,506,695	5,894,674
Allocation of Indirect Costs	<u>(213,937)</u>	<u>213,937</u>	<u>-</u>
Total Expenses	<u><u>\$ 174,042</u></u>	<u><u>\$ 5,720,632</u></u>	<u><u>\$ 5,894,674</u></u>

**Operation: New View Community Action Agency**  
**Statement of Cash Flows**  
**Year Ended September 30, 2008**

**Exhibit D**

**Reconciliation of Changes in Net Assets to Net Cash:**

**Cash Flows from Operating Activities:**

Changes in Net Assets	\$	(5,067)
Adjustments to Reconcile Change in Net Assets to		
Net Cash (Used) by Operating Activities:		
Depreciation		32,604
(Increase) Decrease in Assets:		
Receivables		(179,393)
Prepaid Expense		(741)
Increase (Decrease) in Liabilities:		
Payables		42,852
Deferred Revenue		(49,003)
Accrued Payroll and Related Expenses		14,165
Net Cash (Used) by Operating Activities		<u>(144,583)</u>

**Cash Flows from Investing Activities:**

Purchase of Property and Equipment		(31,429)
Purchase of Investments		<u>(1,298)</u>
Net Cash (Used) by Investing Activities		<u>(32,727)</u>

**Cash Flows from Financing Activities:**

Payments on Long-Term Debt		<u>(2,631)</u>
Net Cash (Used) by Financing Activities		<u>(2,631)</u>
Net (Decrease) in Cash		(179,941)
Cash, Beginning		<u>526,520</u>
Cash, Ending	\$	<u><u>346,579</u></u>

**Supplemental Cash Flow Information:**

Cash Paid for Interest	\$	<u><u>10,196</u></u>
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**Operation: New View Community Action Agency**  
**Statement of Fiduciary Net Assets**  
**September 30, 2008**

**Exhibit E**

	<u>UNIDA</u> <u>Fund 950</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Cash	\$ 3,910
Total Assets	<u>\$ 3,910</u>
 <b>LIABILITIES AND NET ASSETS</b>	
<b>Liabilities</b>	
Accounts Payable	\$ 202
Due to UNIDA	<u>3,708</u>
Total Liabilities	<u>3,910</u>
 <b>Net Assets</b>	
Unrestricted	<u>-</u>
Total Net Assets	<u>-</u>
Total Liabilities and Net Assets	<u>\$ 3,910</u>

See Notes to Financial Statements

# Operation: New View Community Action Agency

## Notes to Financial Statements

### NOTE 1. Summary of Significant Accounting Policies

Operation: New View Community Action Agency (the "Agency"), a not-for-profit corporation, is a community action agency that serves the Iowa counties of Dubuque, Delaware, and Jackson counties. Operation: New View Community Action Agency is exempt from income tax under section 501(c)1 of the Internal Revenue Code and a similar section of the Iowa income tax law, which provides tax exemption for corporations organized and operated exclusively for religious, charitable, or educational purposes. Operation: New View Community Action Agency administers various programs funded by federal, state, and local governmental bodies. Each program is accounted for as a separate fund.

The Agency's financial statements are prepared in accordance with accounting principles generally accepted in the United States of America as prescribed by the Financial Accounting Standards Board for non-profit corporations.

#### **Reporting Entity**

For financial reporting purposes, Operation: New View Community Action Agency has included all funds, organizations, account groups, agencies, boards, commissions, and authorities. The Agency has also considered all potential component units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the Agency are such that exclusion would cause the Agency's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the Agency to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the Agency. Operation: New View Community Action Agency has no component units which meet the Governmental Accounting Standards Board criteria.

#### **Fund Accounting**

The accounts of the Agency are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which comprise its assets, liabilities, net assets, revenues, and expenses. The various funds are summarized as follows in the financial statements:

**Administrative and Local Funds** – The Administrative and Local Funds represent funds derived from local sources such as donations, rents, and miscellaneous activities. The Agency's overall management and administrative expenses are charged to these funds, and then, allowable indirect costs are allocated to the various programs which the Agency administers.

# Operation: New View Community Action Agency

## Notes to Financial Statements

### NOTE 1. Summary of Significant Accounting Policies (Continued)

**Program Funds** – Program Funds are used to account for the revenues and expenses that are contractually restricted by the funding source for specific purposes.

**Plant Fund** – The Plant Fund is used to accumulate the net investment in fixed assets and to account for the unexpended resources contributed specifically for the purpose of acquiring fixed assets for the Agency.

#### **Basis of Accounting**

Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The accompanying financial statements have been prepared on the accrual basis of accounting, in conformity with accounting principles generally accepted in the United States of America. Revenues are recognized when earned, and expenses are recorded when the liability is incurred.

Purchases of fixed assets providing future benefits are recorded as expenses in the program at the time of purchase and capitalized in the plant fund.

#### **Basis of Presentation**

Net assets and revenues, expenses, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Agency and changes therein are classified and reported as follows:

**Unrestricted:** Unrestricted net assets include all net assets which are neither temporarily or permanently restricted.

**Temporarily Restricted:** Temporarily restricted net assets include contributed net assets for which donor imposed time and purpose restrictions have not been met, and the ultimate purpose of the contribution is not permanently restricted.

**Permanently Restricted:** Permanently restricted net assets include contributions and other inflows of assets whose use by the Agency is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the Agency. The Agency has no permanently restricted net assets for the year ended September 30, 2008.

# Operation: New View Community Action Agency

## Notes to Financial Statements

### NOTE 1. Summary of Significant Accounting Policies (Continued)

#### Basis of Presentation (Continued)

Revenues are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in unrestricted net assets. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in unrestricted net assets unless their use is restricted by explicit donor stipulation or by law.

#### Assets, Liabilities, and Net Assets

The following accounting policies are followed in preparing the combined statement of financial position:

**Cash and Cash Equivalents** – The Agency considers demand deposits and all other highly liquid investments with an original maturity of three months or less when purchased to be cash equivalents.

**Receivables from Grantor Agencies** – Reimbursement procedures used for grants and contracts may result in timing differences between program reimbursements and expenses as of the beginning and end of the year. Receivables from grantor agencies represent an excess of expenses over cash basis reimbursements at year-end.

**Receivables/Payables from Other Funds** – During the course of operations, numerous transactions occur between individual funds for goods provided, or services rendered. To the extent that certain transactions between funds had not been paid or received as of September 30, 2008, balances of interfund amounts receivable or payable have been recorded.

**Inventory** – Minor materials and supplies are charged to expense during the period of purchase. As a result, no inventory is recognized on the statement of financial position.

**Property and Equipment** – Property and equipment are valued at historical cost. Donated fixed assets are valued at their estimated fair value on the date of donation.

Property and equipment purchased are recorded as expenses in the fund purchasing the asset. The purchases are then capitalized in the plant fund accumulating the net investment in fixed assets. Depreciation has been provided in the plant fund using the straight-line method over the estimated useful lives of the respective assets, generally 3 to 40 years. The depreciated cost of the property and equipment does not purport to be either a realizable value or a replacement value.

# Operation: New View Community Action Agency

## Notes to Financial Statements

### NOTE 1. Summary of Significant Accounting Policies (Continued)

**Property and Equipment (Continued)** – Expenses for maintenance, repairs, and minor replacements are charged to the current year, while the cost for major replacements and betterments are capitalized. The cost of assets disposed of is deleted. No interest costs were capitalized since there were no qualifying assets.

**Deferred Revenue** – Deferred revenue represents an excess of cash advances by the funding source over accrued expenses at year-end.

**Compensated Absences** – Employees of the Agency accumulate a limited amount of earned but unused vacation payable to employees. Amounts representing the cost of compensated absences are recorded as liabilities of the Administrative Fund. This liability has been computed based on rate of pay in effect at September 30, 2008.

#### **Recognition of Grant Revenue and Donor Restricted Contributions**

Support that is restricted by the grantor or donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets depending on the nature of the restriction. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

#### **Personnel**

Agency administrative and financial personnel record the time they spend working on specific programs and general agency matters on their time sheets. The time specifically identifiable to a particular program is charged to that program. The time spent on general agency matters is charged to programs using a percentage based on the direct labor charges to programs.

#### **Other Indirect Costs**

Other indirect costs (telephone, copier costs, insurance, computer usage, etc.), are allocated to agency programs based on the amounts used by each program.

#### **Space Costs**

Space costs (maintenance costs, supplies, depreciation, etc.), are allocated based on the number of square feet of space each program occupies. Space occupied by administrative staff is allocated based upon the allocation of the administrative staff's time.

# Operation: New View Community Action Agency

## Notes to Financial Statements

### NOTE 1. Summary of Significant Accounting Policies (Continued)

#### **Advertising Expenses**

The Agency expenses advertising costs as incurred.

#### **Total Column**

The total column on the combined statement of financial position and the statement of activities is presented to facilitate financial analysis. Data in these columns does not present financial position or results of operations in conformity with accounting principles generally accepted in the United States of America. Neither is such data comparable to a consolidation.

#### **Use of Estimates**

The preparation of financial statements on the basis of accounting, as described above, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements. Estimates also affect the reported amounts of revenue and expense during the reporting period. Actual results could differ from those estimates.

#### **In-Kind Contributions**

The Agency recognizes donated labor, services, materials, and rent-free usage of facilities and equipment as in-kind revenues at the time the services and materials are received. These in-kind contributions and the corresponding expense are valued at their estimated fair market value and recognized in the financial statements in accordance with grant requirements.

#### **Cost Allocation**

The Agency utilizes cost allocation methods to distribute certain direct and indirect costs to its various programs. Costs which are common to more than one program have been identified and classified into cost pools. These cost pools have been allocated to the programs based on formulas developed by the Agency for each pool.

# Operation: New View Community Action Agency

## Notes to Financial Statements

### NOTE 2. Uninsured Cash Balances

The Agency's deposits in banks at September 30, 2008, were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

### NOTE 3. U.S.D.A. Reimbursements

Included in federal revenue under the Head Start Program are U.S.D.A. reimbursements totaling \$122,584.

### NOTE 4. Head Start Program Match

The Head Start Program, funded by the Department of Health and Human Services, requires that the Head Start Program receive matching funds equal to 20% of total federal expenditures.

The grantee's matching funds which are recorded in revenues and expenditures for the fiscal year ended September 30, 2008, and for the program year ended October 31, 2007, are as follows:

	Fiscal Year Ended 09/30/08	Program Year Ended 10/31/07
<b>Expenditure Accounts:</b>		
Volunteers' Time	\$ 44,371	\$ 45,249
Space Costs	170,526	116,972
Travel	146,505	308,746
Other Resources	16,474	2,042
Total Non-Cash Match Received	<u>\$ 377,876</u>	<u>\$ 473,009</u>
Match Required		<u>\$ 422,265</u>

# Operation: New View Community Action Agency

## Notes to Financial Statements

### NOTE 5. Property and Equipment

A summary of property and equipment comprising the plant fund, categorized by acquiring program/source, is as follows at September 30, 2008:

<u>Acquiring Program/Source</u>	<u>Buildings</u>	<u>Equipment</u>	<u>Total</u>
Head Start	\$ 350,707	\$ 75,848	\$ 426,555
Weatherization Assistance for Low-Income	----	45,055	45,055
General Agency	----	114,625	114,625
Total Cost	350,707	235,528	586,235
Less: Accumulated Depreciation	65,758	181,047	246,805
Net Equipment	<u>\$ 284,949</u>	<u>\$ 54,481</u>	<u>\$ 339,430</u>

The components of the Agency's accumulated depreciation as of September 30, 2008, is as follows:

	<u>Buildings</u>	<u>Equipment</u>	<u>Total</u>
Balance, Beginning of Year	\$ 56,991	\$ 157,209	\$ 214,200
Current Year Depreciation	8,767	23,838	32,605
Balance, End of Year	<u>\$ 65,758</u>	<u>\$ 181,047</u>	<u>\$ 246,805</u>

### NOTE 6. Lease Agreement

The Agency leases its main office under a lease agreement which expires September 30, 2010. The lease requires monthly rents of \$3,134. Minimum future rentals under this agreement for years ending September 30 are as follows:

2009	\$ 37,608
2010	<u>37,608</u>
	<u>\$ 75,216</u>

Total lease expense relating to the above agreement was \$37,608 for the year ended September 30, 2008.

# Operation: New View Community Action Agency

## Notes to Financial Statements

### NOTE 7. Building Lease

The Agency leases a portion of the Dyersville Early Childhood Center building to the Kid Project. The term of the lease was 25 months from September 1, 2004 to May 31, 2006. Monthly rental payments due to the Agency are \$350. This lease was not formally extended and currently operates on a month-to-month basis.

### NOTE 8. Pension and Retirement Benefits

The Agency contributes to the Iowa Public Employees' Retirement Systems (IPERS), which is a cost-sharing multiple-employer defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits which are established by state statute to plan members and beneficiaries. IPERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to IPERS, P.O. Box 9117, Des Moines, Iowa, 50306-9117.

Plan members are required to contribute 3.90% of their annual salary and the Agency is required to contribute 6.05% of annual covered payroll. Contribution requirements are established by state statute. The Agency's contribution to IPERS for the year ended September 30, 2008, was \$89,059, which was equal to the required contribution.

### NOTE 9. Long-Term Debt

The Agency has the following long-term debt at September 30, 2008:

Note Payable, U.S. Department of Agriculture, due in monthly payments of \$1,069 beginning November 19, 2003, including interest at 4.75%. This note is due October 19, 2041, and is secured by all assets of the Agency.	\$ 213,178
Less: Current Maturities	<u>2,762</u>
Total Long-Term Debt	<u>\$ 210,416</u>

# Operation: New View Community Action Agency

## Notes to Financial Statements

### NOTE 9. Long-Term Debt (Continued)

Maturities of notes payable for years ending September 30 are as follows:

2009	\$	2,762
2010		2,896
2011		3,036
2012		3,184
2013		3,338
Thereafter		<u>197,962</u>
	\$	<u>213,178</u>

### NOTE 10. Disclosure about Certain Concentrations

The Agency is subject to a certain degree of vulnerability due to concentrations of revenue received from a major funder. Operation: New View Community Action Agency received \$4,322,131 of funding from the Department of Health and Human Services for the year ended September 30, 2008.

### NOTE 11. Risk Management

Operation: New View Community Action Agency is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by commercial insurance purchased from independent third parties. The Agency assumes liability for any deductibles and claims in excess of coverage limitations. Settled claims from these risks have not exceeded commercial insurance coverage for the past three years.

# **Supplementary Information**

**Operation: New View Community Action Agency  
Combining Statement of Financial Position  
Administrative and Local Funds  
September 30, 2008**

**Schedule 1**

	Local Accounts Funds 870, 876, 891, & 595	Allocated Services Central Service Fund 006	Allocated Services Self-Funding Reserve Fund 003	Allocated Services Administrative Funds 000, 001, 002, 017, & 018	Total (Memorandum Only)
<b>ASSETS</b>					
<b>Current Assets</b>					
Cash	\$ 152,724	\$ -	\$ 9,616	\$ -	\$ 162,340
Certificates of Deposit	34,597	-	-	-	34,597
Due from Other Funds	284,897	-	-	-	284,897
Miscellaneous Receivable	-	-	-	26	26
Prepaid Expenses	-	6,179	-	-	6,179
Total Current Assets	<u>472,218</u>	<u>6,179</u>	<u>9,616</u>	<u>26</u>	<u>488,039</u>
Total Assets	<u>\$ 472,218</u>	<u>\$ 6,179</u>	<u>\$ 9,616</u>	<u>\$ 26</u>	<u>\$ 488,039</u>
 <b>LIABILITIES AND NET ASSETS</b>					
<b>Liabilities</b>					
Due to Other Funds	\$ -	\$ 25,248	\$ -	\$ 250,015	\$ 275,263
Accounts Payable	1,992	-	-	16,056	18,048
Note Payable	213,178	-	-	-	213,178
Accrued Payroll and Related Expenses	-	-	-	53,090	53,090
Total Liabilities	<u>215,170</u>	<u>25,248</u>	<u>-</u>	<u>319,161</u>	<u>559,579</u>
<b>Net Assets</b>					
Unrestricted	<u>257,048</u>	<u>(19,069)</u>	<u>9,616</u>	<u>(319,135)</u>	<u>(71,540)</u>
Total Net Assets	<u>257,048</u>	<u>(19,069)</u>	<u>9,616</u>	<u>(319,135)</u>	<u>(71,540)</u>
Total Liabilities and Net Assets	<u>\$ 472,218</u>	<u>\$ 6,179</u>	<u>\$ 9,616</u>	<u>\$ 26</u>	<u>\$ 488,039</u>

**Operation: New View Community Action Agency  
Combining Statement of Activities  
Administrative and Local Funds  
Year Ended September 30, 2008**

**Schedule 2**

	Unrestricted				Total (Memorandum Only)
	Local	Allocated Services			
	Accounts 870, 876, 891, & 595	Central Service Fund 006	Self-Funding Reserve Fund 003	Administrative Funds 000, 001 002, 017, & 018	
<b>REVENUES</b>					
Other Revenue	\$ 38,932	\$ 8,967	\$ 14,360	\$ 5,018	\$ 67,277
County and City Funds	42,032	-	-	-	42,032
Total Revenue	<u>80,964</u>	<u>8,967</u>	<u>14,360</u>	<u>5,018</u>	<u>109,309</u>
<b>EXPENDITURES</b>					
<b>Personnel Costs:</b>					
Salaries	335	-	-	186,254	186,589
Fringe Benefits	26	-	-	32,585	32,611
Payroll Taxes	29	-	-	15,337	15,366
Total Personnel Costs	<u>390</u>	<u>-</u>	<u>-</u>	<u>234,176</u>	<u>234,566</u>
<b>Non-Personnel Costs:</b>					
Consultant and Contract Service	-	-	-	272	272
Travel	3,465	-	-	5,677	9,142
Space Costs and Rental	-	-	-	13,296	13,296
Consumable Supplies	354	5,836	-	8,719	14,909
Property and Equipment Costs	-	-	-	576	576
Other Costs	53,627	-	17,072	44,519	115,218
Total Non-Personnel Costs	<u>57,446</u>	<u>5,836</u>	<u>17,072</u>	<u>73,059</u>	<u>153,413</u>
<b>Expenses Allocated</b>	<u>1,171</u>	<u>-</u>	<u>-</u>	<u>(215,108)</u>	<u>(213,937)</u>
Total Expenditures	<u>59,007</u>	<u>5,836</u>	<u>17,072</u>	<u>92,127</u>	<u>174,042</u>
Excess of Revenues or (Expenditures)	21,957	3,131	(2,712)	(87,109)	(64,733)
Net Assets Transfers	-	-	-	-	-
Beginning Net Assets, Unrestricted	<u>235,091</u>	<u>(22,200)</u>	<u>12,328</u>	<u>(232,026)</u>	<u>(6,807)</u>
Ending Net Assets, Unrestricted	<u>\$ 257,048</u>	<u>\$ (19,069)</u>	<u>\$ 9,616</u>	<u>\$ (319,135)</u>	<u>\$ (71,540)</u>

**Operation: New View Community Action Agency**  
**Combining Statement of Financial Position**  
**Program Funds**  
**September 30, 2008**

**Schedule 3**

<b>ASSETS</b>	<u>Community Block Grants (Schedule 11)</u>	<u>Weatherization Assistance (Schedule 5)</u>
<b>Current Assets</b>		
Cash	\$ -	\$ 47,329
Due from Other Funds	-	335,669
Grants Receivable	130,198	68,478
Miscellaneous Receivable	-	45
Prepaid Expenses	-	-
Total Current Assets	<u>130,198</u>	<u>451,521</u>
Total Assets	<u>\$ 130,198</u>	<u>\$ 451,521</u>
 <b>LIABILITIES AND NET ASSETS</b>		
<b>Liabilities</b>		
Due to Other Funds	\$ 81,022	\$ 60,724
Accounts Payable	11,730	12,865
Accrued Payroll and Related Expenses	<u>37,446</u>	<u>-</u>
Total Liabilities	<u>130,198</u>	<u>73,589</u>
 <b>Net Assets</b>		
Temporarily Restricted	<u>-</u>	<u>377,932</u>
Total Net Assets	<u>-</u>	<u>377,932</u>
Total Liabilities and Net Assets	<u>\$ 130,198</u>	<u>\$ 451,521</u>

Early Childhood Program (Schedule 7)	Low-Income Home Energy Assistance (Schedule 9)	Other Program Funds (Schedule 13)	Total (Memorandum Only)
\$ 21,459	\$ 77,801	\$ 37,650	\$ 184,239
-	-	-	335,669
309,108	1,622	-	509,406
200	-	-	245
980	-	-	980
<u>331,747</u>	<u>79,423</u>	<u>37,650</u>	<u>1,030,539</u>
<u>\$ 331,747</u>	<u>\$ 79,423</u>	<u>\$ 37,650</u>	<u>\$ 1,030,539</u>
\$ 189,003	\$ 12,016	\$ 2,538	\$ 345,303
79,874	19,906	2,454	126,829
525	2,555	-	40,526
<u>269,402</u>	<u>34,477</u>	<u>4,992</u>	<u>512,658</u>
62,345	44,946	32,658	517,881
<u>62,345</u>	<u>44,946</u>	<u>32,658</u>	<u>517,881</u>
<u>\$ 331,747</u>	<u>\$ 79,423</u>	<u>\$ 37,650</u>	<u>\$ 1,030,539</u>

**Operation: New View Community Action Agency**  
**Combining Statement of Activities**  
**Program Funds**  
**Year Ended September 30, 2008**

**Schedule 4**

	Community Block Grants (Schedule 12)	Weatherization Assistance (Schedule 6)
<b>REVENUES</b>		
Federal Funds	\$ 296,893	\$ 343,145
State Funds	-	-
Other Revenue	760	173,248
Non-Cash Match	-	-
	<u>297,653</u>	<u>516,393</u>
<b>EXPENDITURES</b>		
<b>Personnel Costs:</b>		
Salaries	150,433	76,494
Fringe Benefits	41,384	15,752
Payroll Taxes	12,827	6,440
	<u>204,644</u>	<u>98,686</u>
<b>Non-Personnel Costs:</b>		
Consultant and Contract Service	-	-
Travel	9,193	3,937
Space Costs and Rentals	21,335	5,539
Consumable Supplies	3,081	1,619
Property and Equipment Costs	4,951	-
Other Costs, Including Direct Assistance Payments	9,706	351,213
	<u>48,266</u>	<u>362,308</u>
<b>Expenses Allocated</b>	<u>26,787</u>	<u>11,522</u>
Total Expenditures	<u>279,697</u>	<u>472,516</u>
Excess of Revenues or (Expenditures)	17,956	43,877
Net Assets Transfers	(17,956)	(1,728)
Temporarily Restricted Net Assets, Beginning	-	335,783
Temporarily Restricted Net Assets, Ending	<u>\$ -</u>	<u>\$ 377,932</u>

Early Childhood Program (Schedule 8)	Low-Income Home Energy Assistance (Schedule 10)	Other Program Funds (Schedule 14)	Total (Memorandum Only)
\$ 2,221,795	\$ 2,148,372	\$ -	\$ 5,010,205
108,437	-	-	108,437
5,800	80,461	56,115	316,384
377,876	-	-	377,876
<u>2,713,908</u>	<u>2,228,833</u>	<u>56,115</u>	<u>5,812,902</u>
1,090,547	126,358	2,786	1,446,618
216,607	14,013	25	287,781
88,506	11,216	224	119,213
<u>1,395,660</u>	<u>151,587</u>	<u>3,035</u>	<u>1,853,612</u>
42,678	-	-	42,678
238,057	2,393	2	253,582
281,520	10,048	-	318,442
50,089	3,906	87	58,782
1,378	255	-	6,584
<u>541,537</u>	<u>2,021,582</u>	<u>48,977</u>	<u>2,973,015</u>
1,155,259	2,038,184	49,066	3,653,083
153,802	21,416	410	213,937
<u>2,704,721</u>	<u>2,211,187</u>	<u>52,511</u>	<u>5,720,632</u>
9,187	17,646	3,604	92,270
(11,745)	-	-	(31,429)
64,903	27,300	29,054	457,040
<u>\$ 62,345</u>	<u>\$ 44,946</u>	<u>\$ 32,658</u>	<u>\$ 517,881</u>

**Operation: New View Community Action Agency  
Combining Schedule of Financial Position  
Weatherization Assistance  
September 30, 2008**

**Schedule 5**

	<u>DOE-08-10K Fund 236</u>	<u>Utility Company Funds 225, 265, &amp; 266</u>	<u>AQU-08-10K Fund 267</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash	\$ -	\$ 10,893	\$ -
Due from Other Funds	-	-	-
Miscellaneous Receivable	-	-	-
Grants Receivable	31,035	7,754	26,867
Total Current Assets	<u>31,035</u>	<u>18,647</u>	<u>26,867</u>
Total Assets	<u>\$ 31,035</u>	<u>\$ 18,647</u>	<u>\$ 26,867</u>
 <b>LIABILITIES AND NET ASSETS</b>			
<b>Liabilities</b>			
Due to Other Funds	\$ 31,035	\$ -	\$ 26,867
Accounts Payable	-	-	-
Total Liabilities	<u>31,035</u>	<u>-</u>	<u>26,867</u>
 <b>Net Assets</b>			
Temporarily Restricted	-	18,647	-
Total Net Assets	<u>-</u>	<u>18,647</u>	<u>-</u>
Total Liabilities and Net Assets	<u>\$ 31,035</u>	<u>\$ 18,647</u>	<u>\$ 26,867</u>

HEAP-08-10K Fund 272	Golden Eagle Fund 600	Weatherization Allocation Funds 204 & 205	Total (Memorandum Only)
\$ -	\$ 6,525	\$ 29,911	\$ 47,329
-	-	335,669	335,669
-	-	45	45
<u>2,822</u>	-	-	<u>68,478</u>
<u>2,822</u>	<u>6,525</u>	<u>365,625</u>	<u>451,521</u>
<u>\$ 2,822</u>	<u>\$ 6,525</u>	<u>\$ 365,625</u>	<u>\$ 451,521</u>
\$ 2,822	\$ -	\$ -	\$ 60,724
-	-	12,865	12,865
<u>2,822</u>	-	<u>12,865</u>	<u>73,589</u>
-	<u>6,525</u>	<u>352,760</u>	<u>377,932</u>
-	<u>6,525</u>	<u>352,760</u>	<u>377,932</u>
<u>\$ 2,822</u>	<u>\$ 6,525</u>	<u>\$ 365,625</u>	<u>\$ 451,521</u>

**Operation: New View Community Action Agency  
Combining Schedule of Activities  
Weatherization Assistance  
Year Ended September 30, 2008**

**Schedule 6**

	DOE-07-10K Fund 235 4/1/2007 <u>3/31/2008</u>	Utility Company Funds 225, 265, & 266	AQU-07-10K Fund 264 1/1/2007 <u>12/31/2007</u>	HEAP-07-10K Fund 271 4/1/2007 <u>3/31/2008</u>
<b>REVENUES</b>				
Federal Funds	\$ -	\$ -	\$ -	\$ 98,697
Other Revenue	-	<u>46,573</u>	<u>33</u>	<u>-</u>
Total Revenue	<u>-</u>	<u>46,573</u>	<u>33</u>	<u>98,697</u>
<b>EXPENDITURES</b>				
<b>Personnel Costs:</b>				
Salaries	-	-	-	-
Fringe Benefits	-	-	-	-
Payroll Taxes	-	-	-	-
Total Personnel Costs	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Non-Personnel Costs:</b>				
Travel	-	-	-	-
Space Costs and Rentals	-	-	-	-
Consumable Supplies	-	-	-	-
Property and Equipment Costs	-	-	-	-
Other Costs	-	<u>46,573</u>	<u>33</u>	<u>97,897</u>
Total Non-Personnel Costs	<u>-</u>	<u>46,573</u>	<u>33</u>	<u>97,897</u>
<b>Expenses Allocated</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>-</u>	<u>46,573</u>	<u>33</u>	<u>97,897</u>
Excess of Revenues or (Expenditures)	-	-	-	800
Transfer of Net Assets	-	-	-	(800)
Beginning Temporarily Restricted Net Assets	<u>-</u>	<u>18,647</u>	<u>-</u>	<u>-</u>
Ending Temporarily Restricted Net Assets	<u>\$ -</u>	<u>\$ 18,647</u>	<u>\$ -</u>	<u>\$ -</u>

<u>Weatherization Allocation Funds 204 &amp; 205</u>	<u>DOE-08-10K Fund 236 4/1/2008 3/31/2009</u>	<u>AQU-08-10K Fund 267 1/1/2008 12/31/2008</u>	<u>Golden Eagle Fund 600</u>	<u>HEAP-08-10K Fund 272 4/1/2008 3/31/2009</u>	<u>Total (Memorandum Only)</u>
\$ -	\$ 142,547	\$ -	\$ -	\$ 101,901	\$ 343,145
-	-	120,902	5,740	-	173,248
-	142,547	120,902	5,740	101,901	516,393
76,494	-	-	-	-	76,494
15,752	-	-	-	-	15,752
6,440	-	-	-	-	6,440
98,686	-	-	-	-	98,686
3,937	-	-	-	-	3,937
5,539	-	-	-	-	5,539
1,619	-	-	-	-	1,619
-	-	-	-	-	-
(162,927)	142,547	120,902	5,215	100,973	351,213
(151,832)	142,547	120,902	5,215	100,973	362,308
11,522	-	-	-	-	11,522
(41,624)	142,547	120,902	5,215	100,973	472,516
41,624	-	-	525	928	43,877
-	-	-	-	(928)	(1,728)
311,136	-	-	6,000	-	335,783
<u>\$ 352,760</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,525</u>	<u>\$ -</u>	<u>\$ 377,932</u>

**Operation: New View Community Action Agency  
Combining Schedule of Financial Position  
Early Childhood Program  
September 30, 2008**

**Schedule 7**

	Head Start PA 22/26 Funds <u>528 &amp; 529</u>	Shared Visions Funds <u>567 &amp; 568</u>	Head Start Wrap Around Fund 501	Crisis Childcare Funds 597, 598, 599, & 619	In Kind Fund 530
<b>ASSETS</b>					
<b>Current Assets</b>					
Cash	\$ -	\$ -	\$ -	\$ 4,863	\$ 6,143
Miscellaneous Receivable	200	-	-	-	-
Grants Receivable	117,363	5,169	63,572	-	-
Prepaid Expenses	-	-	-	-	-
Total Current Assets	<u>117,563</u>	<u>5,169</u>	<u>63,572</u>	<u>4,863</u>	<u>6,143</u>
Total Assets	<u>\$ 117,563</u>	<u>\$ 5,169</u>	<u>\$ 63,572</u>	<u>\$ 4,863</u>	<u>\$ 6,143</u>
 <b>LIABILITIES AND NET ASSETS</b>					
<b>Liabilities</b>					
Due to Other Funds	\$ 35,671	\$ 4,106	\$ 63,572	\$ -	\$ -
Deferred Revenue	-	-	-	-	-
Accounts Payable	31,892	538	-	-	-
Accrued Payroll and Related Expenses	-	525	-	-	-
Total Liabilities	<u>67,563</u>	<u>5,169</u>	<u>63,572</u>	<u>-</u>	<u>-</u>
<b>Net Assets</b>					
Temporarily Restricted	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>4,863</u>	<u>6,143</u>
Total Net Assets	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>4,863</u>	<u>6,143</u>
Total Liabilities and Net Assets	<u>\$ 117,563</u>	<u>\$ 5,169</u>	<u>\$ 63,572</u>	<u>\$ 4,863</u>	<u>\$ 6,143</u>

<u>Equipment Fund 550</u>	<u>Child and Adult Care Food Program 28-8011 Funds 543 &amp; 545</u>	<u>Food Program 28-8010 Fund 516</u>	<u>Parents As Teachers Fund 555</u>	<u>Total (Memorandum Only)</u>
\$ 807	\$ -	\$ 9,114	\$ 532	\$ 21,459
-	-	-	-	200
-	115,702	7,302	-	309,108
-	980	-	-	980
<u>807</u>	<u>116,682</u>	<u>16,416</u>	<u>532</u>	<u>331,747</u>
<u>\$ 807</u>	<u>\$ 116,682</u>	<u>\$ 16,416</u>	<u>\$ 532</u>	<u>\$ 331,747</u>
\$ -	\$ 85,654	\$ -	\$ -	\$ 189,003
-	-	-	-	-
-	31,028	16,416	-	79,874
-	-	-	-	525
-	<u>116,682</u>	<u>16,416</u>	-	<u>269,402</u>
<u>807</u>	<u>-</u>	<u>-</u>	<u>532</u>	<u>62,345</u>
<u>807</u>	<u>-</u>	<u>-</u>	<u>532</u>	<u>62,345</u>
<u>\$ 807</u>	<u>\$ 116,682</u>	<u>\$ 16,416</u>	<u>\$ 532</u>	<u>\$ 331,747</u>

**Operation: New View Community Action Agency  
Combining Schedule of Activities  
Early Childhood Program  
Year Ended September 30, 2008**

**Schedule 8**

	Head Start PA 22/26 Fund for FY 2007 <u>533 &amp; 534</u>	Head Start PA 22/26 Funds for FY 2008 <u>528 &amp; 529</u>	Shared Visions Funds <u>567 and 568</u>	Head Start Wrap Around Fund 501 <u>                    </u>
<b>REVENUES</b>				
Federal Funds	\$ 235,217	\$ 1,441,051	\$ -	\$ -
State Funds	-	-	65,490	30,875
Other Revenue	700	2,901	-	-
Non-Cash Match	-	-	-	-
Total Revenues	<u>235,917</u>	<u>1,443,952</u>	<u>65,490</u>	<u>30,875</u>
<b>EXPENDITURES</b>				
<b>Personnel Costs:</b>				
Salaries	105,472	828,755	36,291	22,648
Fringe Benefits	18,345	181,159	3,894	1,973
Payroll Taxes	9,031	70,337	2,728	1,972
Total Personnel Costs	<u>132,848</u>	<u>1,080,251</u>	<u>42,913</u>	<u>26,593</u>
<b>Non-Personnel Costs:</b>				
Consultant and				
Contract Services	9,924	32,754	-	-
Travel	11,040	77,072	373	42
Space Costs and Rentals	8,527	87,998	3,298	800
Consumable Supplies	30,289	9,554	7,104	5
Property and Equipment Costs	8	1,370	-	-
Other Costs	17,182	32,670	11,718	40
Total Non-Personnel Cost	<u>76,970</u>	<u>241,418</u>	<u>22,493</u>	<u>887</u>
Expenses Allocated	<u>15,645</u>	<u>121,705</u>	<u>5,249</u>	<u>3,395</u>
Total Expenditures	<u>225,463</u>	<u>1,443,374</u>	<u>70,655</u>	<u>30,875</u>
Excess of Revenues or (Expenditures)	10,454	578	(5,165)	-
Transfer of Net Assets	(60,454)	49,422	(713)	-
Beginning Temporarily Restricted Net Assets	<u>50,000</u>	<u>-</u>	<u>5,878</u>	<u>-</u>
Ending Temporarily Restricted Net Assets	<u>\$ -</u>	<u>\$ 50,000</u>	<u>\$ -</u>	<u>\$ -</u>

Crisis Childcare Funds 597, 598, 599, & 619	In Kind Fund 530	Equipment Fund 550	Child and Adult Care Food Program 28-8011 Funds 543 & 545	Food Program 28-8010 Fund 516	Parents As Teachers Fund 555	Total (Memorandum Only)
\$ -	\$ -	\$ -	\$ 422,943	\$ 122,584	\$ -	\$ 2,221,795
12,072	-	-	-	-	-	108,437
-	2,069	-	130	-	-	5,800
-	377,876	-	-	-	-	377,876
<u>12,072</u>	<u>379,945</u>	<u>-</u>	<u>423,073</u>	<u>122,584</u>	<u>-</u>	<u>2,713,908</u>
2,574	44,371	-	50,436	-	-	1,090,547
23	-	-	11,213	-	-	216,607
207	-	-	4,231	-	-	88,506
<u>2,804</u>	<u>44,371</u>	<u>-</u>	<u>65,880</u>	<u>-</u>	<u>-</u>	<u>1,395,660</u>
-	-	-	-	-	-	42,678
46	146,505	-	2,979	-	-	238,057
-	170,526	-	10,371	-	-	281,520
-	-	-	3,137	-	-	50,089
-	-	-	-	-	-	1,378
<u>6,516</u>	<u>17,550</u>	<u>-</u>	<u>333,277</u>	<u>122,584</u>	<u>-</u>	<u>541,537</u>
6,562	334,581	-	349,764	122,584	-	1,155,259
379	-	-	7,429	-	-	153,802
<u>9,745</u>	<u>378,952</u>	<u>-</u>	<u>423,073</u>	<u>122,584</u>	<u>-</u>	<u>2,704,721</u>
2,327	993	-	-	-	-	9,187
-	-	-	-	-	-	(11,745)
<u>2,536</u>	<u>5,150</u>	<u>807</u>	<u>-</u>	<u>-</u>	<u>532</u>	<u>64,903</u>
<u>\$ 4,863</u>	<u>\$ 6,143</u>	<u>\$ 807</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 532</u>	<u>\$ 62,345</u>

**Operation: New View Community Action Agency  
Combining Schedule of Financial Position  
Low-Income Home Energy Assistance  
September 30, 2008**

**Schedule 9**

<b>ASSETS</b>	<u>Fuel Assistance Refund Fund 408</u>	<u>Project I-Care Fund 413</u>	<u>LIHEAP-08-10K Fund 405</u>
<b>Current Assets</b>			
Cash	\$ 17,559	\$ 10,593	\$ 1,907
Due From Other Funds	-	-	-
Grant Receivable	-	-	1,622
Total Current Assets	<u>17,559</u>	<u>10,593</u>	<u>3,529</u>
Total Assets	<u>\$ 17,559</u>	<u>\$ 10,593</u>	<u>\$ 3,529</u>
 <b>LIABILITIES AND NET ASSETS</b>			
<b>Liabilities</b>			
Due To Other Funds	\$ -	\$ -	\$ -
Accounts Payable	17,559	100	974
Accrued Payroll and Related Expenses	-	-	2,555
Total Liabilities	<u>17,559</u>	<u>100</u>	<u>3,529</u>
 <b>Net Assets</b>			
Temporarily Restricted	-	10,493	-
Total Net Assets	<u>-</u>	<u>10,493</u>	<u>-</u>
Total Liabilities and Net Assets	<u>\$ 17,559</u>	<u>\$ 10,593</u>	<u>\$ 3,529</u>

Hometown Care Fund 429	Delaware County Recare Fund 415	Project Helper Fund 417	Total (Memorandum Only)
\$ 45,464	\$ 2,278	\$ -	\$ 77,801
-	-	-	-
-	-	-	1,622
<u>45,464</u>	<u>2,278</u>	<u>-</u>	<u>79,423</u>
<u>\$ 45,464</u>	<u>\$ 2,278</u>	<u>\$ -</u>	<u>\$ 79,423</u>
-	\$ -	\$ 12,016	\$ 12,016
1,273	-	-	19,906
-	-	-	2,555
<u>1,273</u>	<u>-</u>	<u>12,016</u>	<u>34,477</u>
<u>44,191</u>	<u>2,278</u>	<u>(12,016)</u>	<u>44,946</u>
<u>44,191</u>	<u>2,278</u>	<u>(12,016)</u>	<u>44,946</u>
<u>\$ 45,464</u>	<u>\$ 2,278</u>	<u>\$ -</u>	<u>\$ 79,423</u>

**Operation: New View Community Action Agency  
Combining Schedule of Activities  
Low-Income Home Energy Assistance  
Year Ended September 30, 2008**

**Schedule 10**

	Project I-Care Fund 413	LIHEAP-08-10K 10/1/07 - 09/30/08 Fund 405	Delaware County Recare Fund 415
<b>REVENUES</b>			
Federal Funds	\$ -	\$ 2,148,372	\$ -
Other Revenue	10,759	-	1,384
Total Revenue	<u>10,759</u>	<u>2,148,372</u>	<u>1,384</u>
<b>EXPENDITURES</b>			
<b>Personnel Costs:</b>			
Salaries	-	126,358	-
Fringe Benefits	-	14,013	-
Payroll Taxes	-	11,216	-
Total Personnel Costs	<u>-</u>	<u>151,587</u>	<u>-</u>
<b>Non-Personnel Costs:</b>			
Travel	-	2,393	-
Space Costs and Rentals	-	10,048	-
Consumable Supplies	-	3,906	-
Property and Equipment Costs	-	255	-
Other Costs	1,476	1,958,767	916
Total Non-Personnel Costs	<u>1,476</u>	<u>1,975,369</u>	<u>916</u>
<b>Expenses Allocated</b>	<u>-</u>	<u>21,416</u>	<u>-</u>
Total Expenditures	<u>1,476</u>	<u>2,148,372</u>	<u>916</u>
Excess of Revenues or (Expenditures)	9,283	-	468
Transfer of Net Assets	-	-	-
Beginning Net Assets	1,210	-	1,810
Ending Net Assets	<u>\$ 10,493</u>	<u>\$ -</u>	<u>\$ 2,278</u>

Hometown Care Fund 429	Project Helper Fund 417	Total (Memorandum Only)
\$ -	\$ -	\$ 2,148,372
<u>39,981</u>	<u>28,337</u>	<u>80,461</u>
<u>39,981</u>	<u>28,337</u>	<u>2,228,833</u>
-	-	126,358
-	-	14,013
-	-	11,216
<u>-</u>	<u>-</u>	<u>151,587</u>
-	-	2,393
-	-	10,048
-	-	3,906
-	-	255
<u>34,920</u>	<u>25,503</u>	<u>2,021,582</u>
34,920	25,503	2,038,184
-	-	21,416
<u>34,920</u>	<u>25,503</u>	<u>2,211,187</u>
5,061	2,834	17,646
-	-	-
<u>39,130</u>	<u>(14,850)</u>	<u>27,300</u>
<u>\$ 44,191</u>	<u>\$ (12,016)</u>	<u>\$ 44,946</u>

**Operation: New View Community Action Agency  
Combining Schedule of Financial Position  
Community Block Grant Funds  
September 30, 2008**

**Schedule 11**

<b>ASSETS</b>	Community Services Block Grants (Funds 022, 024, and 078)	Total (Memorandum Only)
<b>Current Assets</b>		
Cash	\$ -	\$ -
Grant Receivable	130,198	130,198
Total Current Assets	<u>130,198</u>	<u>130,198</u>
Total Assets	<u>\$ 130,198</u>	<u>\$ 130,198</u>
 <b>LIABILITIES AND NET ASSETS</b>		
<b>Liabilities</b>		
Accounts Payable	\$ 11,730	\$ 11,730
Due to Other Funds	81,022	81,022
Accrued Payroll and Related Expenses	37,446	37,446
Total Liabilities	<u>130,198</u>	<u>130,198</u>
<b>Net Assets</b>		
Temporarily Restricted	<u>-</u>	<u>-</u>
Total Net Assets	<u>-</u>	<u>-</u>
Total Liabilities and Net Assets	<u>\$ 130,198</u>	<u>\$ 130,198</u>

**Operation: New View Community Action Agency  
Combining Schedule of Activities  
Community Block Grant Funds  
Year Ended September 30, 2008**

**Schedule 12**

	<u>Community Services Block Grants (Funds 022, 024, and 078)</u>	<u>Total (Memorandum Only)</u>
<b>REVENUES</b>		
Federal Funds	\$ 296,893	\$ 296,893
Other Revenue	760	760
Total Revenue	<u>297,653</u>	<u>297,653</u>
<b>EXPENDITURES</b>		
<b>Personnel Costs:</b>		
Salaries	150,433	150,433
Fringe Benefits	41,384	41,384
Payroll Taxes	12,827	12,827
Total Personnel Costs	<u>204,644</u>	<u>204,644</u>
<b>Non-Personnel Costs:</b>		
Travel	9,193	9,193
Space Costs and Rentals	21,335	21,335
Consumable Supplies	3,081	3,081
Property and Equipment Costs	4,951	4,951
Other Costs	9,706	9,706
Total Non-Personnel Costs	<u>48,266</u>	<u>48,266</u>
<b>Expenses Allocated</b>	<u>26,787</u>	<u>26,787</u>
Total Expenditures	<u>279,697</u>	<u>279,697</u>
Excess of Revenues or (Expenditures)	17,956	17,956
Transfer of Net Assets	(17,956)	(17,956)
Beginning Temporarily Restricted Net Assets	<u>-</u>	<u>-</u>
Ending Temporarily Restricted Net Assets	<u>\$ -</u>	<u>\$ -</u>

**Operation: New View Community Action Agency**  
**Combining Schedule of Financial Position**  
**Other Program Funds**  
**September 30, 2008**  
**Schedule 13**

	Project Holiday Fund 026	Emergency Food and Shelter Funds 056, 063, 064, & 065	Hauptert Foundation Fund 035	Tax Credit Fund 036	Keep Our Neighbors Warm Fund 046
<b>ASSETS</b>					
<b>Current Assets</b>					
Cash	\$ 6,904	\$ -	\$ 1,044	\$ 340	\$ 5,889
Total Current Assets	<u>6,904</u>	<u>-</u>	<u>1,044</u>	<u>340</u>	<u>5,889</u>
Total Assets	<u>\$ 6,904</u>	<u>\$ -</u>	<u>\$ 1,044</u>	<u>\$ 340</u>	<u>\$ 5,889</u>
 <b>LIABILITIES AND NET ASSETS</b>					
<b>Liabilities</b>					
Accounts Payable	\$ 767	\$ 404	\$ -	\$ -	\$ 692
Due To Other Funds	<u>-</u>	<u>447</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Liabilities	<u>767</u>	<u>851</u>	<u>-</u>	<u>-</u>	<u>692</u>
<b>Net Assets</b>					
Temporarily Restricted	<u>6,137</u>	<u>(851)</u>	<u>1,044</u>	<u>340</u>	<u>5,197</u>
Total Net Assets	<u>6,137</u>	<u>(851)</u>	<u>1,044</u>	<u>340</u>	<u>5,197</u>
Total Liabilities and Net Assets	<u>\$ 6,904</u>	<u>\$ -</u>	<u>\$ 1,044</u>	<u>\$ 340</u>	<u>\$ 5,889</u>

<u>Embrace Iowa Fund 028</u>	<u>Special Nutrition Program Fund 029</u>	<u>Emergency Assistance Fund 025</u>	<u>Delaware Disaster Relief Funds 160 &amp; 169</u>	<u>BB &amp; C Green Fund 045</u>	<u>Dubuque Racing Association Fund 091</u>	<u>Total (Memorandum Only)</u>
\$ -	\$ 3,000	\$ 1,848	\$ -	\$ 18,423	\$ 202	\$ 37,650
-	3,000	1,848	-	18,423	202	37,650
<u>\$ -</u>	<u>\$ 3,000</u>	<u>\$ 1,848</u>	<u>\$ -</u>	<u>\$ 18,423</u>	<u>\$ 202</u>	<u>\$ 37,650</u>
\$ -	\$ -	\$ 385	\$ -	\$ 206	\$ -	\$ 2,454
-	-	-	2,091	-	-	2,538
-	-	385	2,091	206	-	4,992
-	3,000	1,463	(2,091)	18,217	202	32,658
-	3,000	1,463	(2,091)	18,217	202	32,658
<u>\$ -</u>	<u>\$ 3,000</u>	<u>\$ 1,848</u>	<u>\$ -</u>	<u>\$ 18,423</u>	<u>\$ 202</u>	<u>\$ 37,650</u>

**Operation: New View Community Action Agency  
Combining Schedule of Activities  
Other Program Funds  
Year Ended September 30, 2008  
Schedule 14**

	Project Holiday Fund 026	Emergency Food & Shelter Agency Funds 056, 063, 064, & 065	Delaware Disaster Relief Funds 160 & 169	Hauptert Foundation Fund 035	Tax Credit Fund 036
<b>REVENUES</b>					
Other Revenue	\$ -	\$ 8,032	\$ 1,398	\$ -	\$ -
Total Revenue	<u>-</u>	<u>8,032</u>	<u>1,398</u>	<u>-</u>	<u>-</u>
<b>EXPENDITURES</b>					
<b>Personnel Costs:</b>					
Salaries	-	-	2,786	-	-
Fringe Benefits	-	-	25	-	-
Payroll Taxes	-	-	224	-	-
Total Personnel Costs	<u>-</u>	<u>-</u>	<u>3,035</u>	<u>-</u>	<u>-</u>
<b>Non-Personnel Costs:</b>					
Travel	-	-	2	-	-
Space Costs and Rental	-	-	-	-	-
Consumable Supplies	-	-	42	-	45
Other Costs	767	6,261	-	-	3,637
Total Non-Personnel Costs	<u>767</u>	<u>6,261</u>	<u>44</u>	<u>-</u>	<u>3,682</u>
<b>Expenses Allocated</b>	<u>-</u>	<u>-</u>	<u>410</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>767</u>	<u>6,261</u>	<u>3,489</u>	<u>-</u>	<u>3,682</u>
Excess of Revenues or (Expenditures)	(767)	1,771	(2,091)	-	(3,682)
Transfer of Net Assets	-	-	-	-	-
Beginning Net Assets	6,904	(2,622)	-	1,044	4,022
Ending Net Assets	<u>\$ 6,137</u>	<u>\$ (851)</u>	<u>\$ (2,091)</u>	<u>\$ 1,044</u>	<u>\$ 340</u>

BB & C Green Fund 045	Dubuque Racing Association Fund 091	Keep Our Neighbors Warm Fund 046	Emergency Assistance Fund 025	Special Nutrition Program Fund 029	Embrace Iowa Fund 028	Total (Memorandum Only)
\$ 7,000	\$ -	\$ 7,269	\$ 21,433	\$ -	\$ 10,983	\$ 56,115
<u>7,000</u>	<u>-</u>	<u>7,269</u>	<u>21,433</u>	<u>-</u>	<u>10,983</u>	<u>56,115</u>
-	-	-	-	-	-	2,786
-	-	-	-	-	-	25
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>224</u>
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,035</u>
-	-	-	-	-	-	2
-	-	-	-	-	-	-
-	-	-	-	-	-	87
<u>2,812</u>	<u>-</u>	<u>4,547</u>	<u>19,970</u>	<u>-</u>	<u>10,983</u>	<u>48,977</u>
2,812	-	4,547	19,970	-	10,983	49,066
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>410</u>
<u>2,812</u>	<u>-</u>	<u>4,547</u>	<u>19,970</u>	<u>-</u>	<u>10,983</u>	<u>52,511</u>
4,188	-	2,722	1,463	-	-	3,604
-	-	-	-	-	-	-
<u>14,029</u>	<u>202</u>	<u>2,475</u>	<u>-</u>	<u>3,000</u>	<u>-</u>	<u>29,054</u>
<u>\$ 18,217</u>	<u>\$ 202</u>	<u>\$ 5,197</u>	<u>\$ 1,463</u>	<u>\$ 3,000</u>	<u>\$ -</u>	<u>\$ 32,658</u>

**Operation: New View Community Action Agency**  
**Schedule of Budget Compared to Actual Expenditures**  
**Weatherization Assistance Program**  
**DOE-08-10K**  
**For the Period April 1, 2008 through March 31, 2009**  
**Schedule 15**

	Approved Budget Unaudited	Actual through 9/30/2008
<b>REVENUES</b>		
Federal	\$ 172,622	\$ 142,547
<b>EXPENDITURES</b>		
Administration	\$ 19,203	\$ 15,523
Health and Safety	30,684	24,332
Support	39,775	49,213
Labor	41,480	18,664
Materials	41,480	34,815
Total Expenditures	\$ 172,622	\$ 142,547

**Operation: New View Community Action Agency**  
**Schedule of Budget Compared to Actual Expenditures**  
**Weatherization Assistance Program**  
**DOE-07-10K**  
**For the Period April 1, 2007 through March 31, 2008**  
**Schedule 16**

	<u>Approved Budget Unaudited</u>	<u>Actual</u>
<b><i>REVENUES</i></b>		
Federal	\$ 155,030	\$ 155,030
 <b><i>EXPENDITURES</i></b>		
Administration	\$ 18,251	\$ 17,250
Health and Safety	27,356	27,775
Support	35,461	50,770
Labor	36,981	22,254
Materials	36,981	36,981
Total Expenditures	<u>\$ 155,030</u>	<u>\$ 155,030</u>

**Operation: New View Community Action Agency**  
**Schedule of Budget Compared to Actual Expenditures**  
**HEAP Weatherization HEAP 08-10K**  
**For the Period January 1, 2008 through December 31, 2008**

Schedule 17

	<u>Approved Budget Unaudited</u>	<u>Actual through 9/30/2008</u>
<b>REVENUES</b>		
Federal	\$ <u>290,743</u>	\$ <u>101,901</u>
 <b>EXPENDITURES</b>		
Administration	\$ 14,177	\$ 5,309
Support Services	63,925	42,976
Labor	66,664	6,669
Health and Safety	49,313	29,631
Equipment / Training	30,000	928
Materials	<u>66,664</u>	<u>16,388</u>
Total Expenditures	\$ <u>290,743</u>	\$ <u>101,901</u>

**Operation: New View Community Action Agency**  
**Schedule of Budget Compared to Actual Expenditures**  
**HEAP Weatherization HEAP 07-10K**  
**For the Period January 1, 2007 through December 31, 2007**

Schedule 18

	<u>Approved Budget Unaudited</u>	<u>Actual</u>
<b>REVENUES</b>		
Federal	\$ <u>227,618</u>	\$ <u>206,485</u>
 <b>EXPENDITURES</b>		
Administration	\$ 11,014	\$ 10,023
Support Services	48,379	66,376
Labor	50,452	20,903
Health and Safety	37,321	70,005
Materials	50,452	34,338
Equipment / Training	<u>30,000</u>	<u>4,840</u>
Total Expenditures	\$ <u>227,618</u>	\$ <u>206,485</u>

**Operation: New View Community Action Agency  
Schedule of Budget Compared to Actual Expenditures  
Low-Income Home Energy Assistance Program  
LIHEAP-08-10K  
For the Period October 1, 2007 through September 30, 2008**

**Schedule 19**

	<u>Approved Budget Unaudited</u>	<u>Actual</u>
<b>LiHeap</b>		
Administration	\$ 141,130	\$ 141,130
Energy Crisis Intervention Payments	104,278	104,276
Summer Deliverable Fuel Payments	256,053	256,053
Regular Assistance	<u>1,595,093</u>	<u>1,583,727</u>
Total	<u>2,096,554</u>	<u>2,085,186</u>
<b>Affordable Heating Program</b>		
Developmental Assessment and Resolution Program	26,000	23,983
AHA Assessment and Resolution	<u>39,203</u>	<u>39,203</u>
Total	<u>65,203</u>	<u>63,186</u>
Total LiHeap	<u><u>\$ 2,161,757</u></u>	<u><u>\$ 2,148,372</u></u>

**Operation: New View Community Action Agency  
Schedule of Budget Compared to Actual Expenditures  
Head Start Program Grant No. 07CH0003/35  
For the Period November 1, 2007 through October 31, 2008**

**Schedule 20**

	Approved Budget Unaudited	Actual through 9/30/2008
<b>REVENUES</b>		
<i>Office of Human Development Services:</i>		
Amount Awarded This Budget Period	\$ 1,691,508	\$ 1,441,051
Reimbursements U.S. D. A. Funds	147,290	122,584
Reimbursements Grantee Contributions	422,886	377,876
Other Revenue	-	2,901
Total Revenues	<u>\$ 2,261,684</u>	<u>\$ 1,944,412</u>
<b>EXPENDITURES</b>		
<b>Federal Share:</b>		
<i>Head Start, Full Year/Part Day and Handicapped</i>		
Personnel and Fringe Benefits	\$ 1,237,449	\$ 1,078,607
Travel	664	1,467
Equipment	-	579
Supplies	19,125	13,863
Contractual	113,575	85,316
Indirect Costs	165,595	121,494
Other Costs	117,236	128,259
Total	<u>1,653,644</u>	<u>1,429,585</u>
<i>Training and Technical Assistance T20</i>		
Personnel and Fringe Benefits	13,358	1,644
Travel	10,415	3,682
Supplies	4,254	319
Contractual	2,762	-
Indirect Costs	1,132	211
Other Costs	5,943	8,511
Total	<u>37,864</u>	<u>14,367</u>
Total Federal Share	<u>1,691,508</u>	<u>1,443,952</u>
<b>Reimbursements Applied:</b>		
<i>Head Start, Full Year/Part Day</i>		
Other Costs	<u>147,290</u>	<u>122,584</u>
<b>Grantee Share:</b>		
<i>Head Start, Full Year/Part Day and Handicapped</i>		
Volunteers	63,117	44,371
Space Costs	53,554	170,526
Travel	221,341	146,505
Other Resources	84,874	16,474
Total Grantee's Share	<u>422,886</u>	<u>377,876</u>
Total Expenditures	<u>\$ 2,261,684</u>	<u>\$ 1,944,412</u>

**Operation: New View Community Action Agency  
Schedule of Budget Compared to Actual Expenditures  
Head Start Program Grant No. 07CH0003/34  
For the Period November 1, 2006 through October 31, 2007**

**Schedule 21**

<b>REVENUES</b>	Approved Budget <u>Unaudited</u>	<u>Actual</u>
<i>Office of Human Development Services:</i>		
Amount Awarded This Budget Period	\$ 1,689,058	\$ 1,641,764
Reimbursements U.S. D. A. Funds	143,259	114,760
Reimbursements Grantee Contributions	422,265	473,009
Other Revenue	-	5,155
Total Revenues	<u>\$ 2,254,582</u>	<u>\$ 2,234,688</u>
<b>EXPENDITURES</b>		
<b>Federal Share:</b>		
<i>Head Start, Full Year/Part Day and Handicapped</i>		
Personnel and Fringe Benefits	\$ 1,232,675	\$ 1,185,026
Travel	664	1,238
Equipment	-	10,462
Supplies	18,397	39,430
Contractual	116,184	103,259
Facilities / Construction	-	-
Indirect Costs	177,767	117,020
Other Costs	118,989	166,102
Total	<u>1,664,676</u>	<u>1,622,537</u>
<i>Training and Technical Assistance T20</i>		
Personnel and Fringe Benefits	9,430	1,836
Travel	5,363	7,476
Supplies	1,000	7,829
Indirect Costs	1,330	6,993
Other Costs	7,259	248
Total	<u>24,382</u>	<u>24,382</u>
Total Federal Share	<u>1,689,058</u>	<u>1,646,919</u>
<b>Reimbursements Applied:</b>		
<i>Head Start, Full Year/Part Day</i>		
Other Costs	143,259	114,760
<b>Grantee Share:</b>		
<i>Head Start, Full Year/Part Day and Handicapped</i>		
Volunteers	21,819	45,249
Space Costs	48,423	116,972
Travel	285,631	308,746
Other Resources	66,392	2,042
Total Grantee's Share	<u>422,265</u>	<u>473,009</u>
Total Expenditures	<u>\$ 2,254,582</u>	<u>\$ 2,234,688</u>

**Operation: New View Community Action Agency**  
**Schedule of Budget Compared to Actual Expenditures**  
**Community Service Block Grant**  
**CSBG-08-10-CK**  
**For the Period October 1, 2007 through September 30, 2008**  
**Schedule 22**

	<u>Approved Budget Unaudited</u>	<u>Actual Through 9/30/2008</u>
<b>REVENUES</b>		
Federal	\$ 275,143	\$ 130,198
 <b>EXPENDITURES</b>		
Personnel Costs	201,775	92,453
Travel	11,300	5,601
Space Costs	15,607	12,694
Equipment Costs	4,800	3,250
Other Costs	14,421	2,154
Indirect Costs	<u>27,240</u>	<u>14,046</u>
Total Expenditures	<u>\$ 275,143</u>	<u>\$ 130,198</u>

**Operation: New View Community Action Agency**  
**Schedule of Budget Compared to Actual Expenditures**  
**Community Service Block Grant**  
**CSBG-07-10-CK**  
**For the Period October 1, 2006 through March 31, 2008**  
**Schedule 23**

	Approved Budget <u>Unaudited</u>	<u>Actual</u>
<b>REVENUES</b>		
Federal	\$ 265,447	\$ 258,613
 <b>EXPENDITURES</b>		
Personnel Costs	174,062	173,103
Travel	9,000	9,162
Space Costs	15,607	16,308
Equipment Costs	32,475	23,961
Other Costs	11,950	13,134
Indirect Costs	22,353	22,945
Total Expenditures	\$ 265,447	\$ 258,613

**Operation: New View Community Action Agency  
Schedule of Expenditures of Federal Awards  
For the Year Ended September 30, 2008**

**Schedule 24**

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Pass-Through Grantors' Numbers	Program Disbursements
<b><i>I. Department of Health and Human Services</i></b>			
<b>Direct Programs:</b>			
Head Start	93.600	07CH0003/35	\$ <u>1,676,268</u>
<b>Passed through State</b>			
<b>Department of Human Rights:</b>			
Community Services Block Grant	93.569	CSBG-08-10CK	\$ 130,198
	93.569	CSBG-07-10CK	166,695
Low Income Home Energy Assistance Program	93.568	LIHEAP-08-10K	2,148,372
HEAP Weatherization	93.568	HEAP-08-10K	101,901
	93.568	HEAP-07-10K	<u>98,697</u>
Total Passed through State Department of Human Rights			\$ <u>2,645,863</u>
Total Department of Health and Human Services			<u>\$ 4,322,131</u>
<b><i>II. Department of Energy</i></b>			
<b>Direct Programs:</b>			
None			
<b>Passed Through State</b>			
<b>Department of Human Rights</b>			
Weatherization Assistance for Low-Income Persons	81.042	DOE-08-10K	\$ <u>142,547</u>
Total Department of Energy			<u>\$ 142,547</u>

(Continued)

**Operation: New View Community Action Agency  
 Schedule of Expenditures of Federal Awards  
 For the Year Ended September 30, 2008**

**Schedule 24 (Continued)**

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Pass-Through Grantors' Numbers	Program Disbursements
<b>III. Department of Agriculture</b>			
<b>Direct Programs:</b>			
None			
<b>Passed through State</b>			
Department of Education			
Adult and Child Care			
Food Program	10.558	22-8011	\$ <u>545,527</u>
Total Department of Agriculture			\$ <u><u>545,527</u></u>
Total Federal Financial Assistance			\$ <u><u>5,010,205</u></u>

## **Operation: New View Community Action Agency**

### **Notes to Schedule of Expenditures of Federal Awards**

#### **NOTE 1. Basis of Presentation**

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of Operation: New View Community Action Agency and is presented on the accrual basis of accounting. The information on this schedule is presented in accordance with the requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Therefore, some amounts presented in this schedule may differ from amounts presented in or used in the preparation of the financial statements.

#### **NOTE 2. Risk-Based Audit Approach**

The dollar threshold used to distinguish between Type A and Type B programs is \$300,000. The Agency does not qualify as a low-risk auditee.



**Independent Auditor's Report on Internal Control over  
Financial Reporting and on Compliance and Other Matters  
Based on an Audit of Financial Statements Performed in  
Accordance with *Governmental Auditing Standards***

To the Board of Directors  
Operation: New View Community Action Agency  
Dubuque, Iowa

We have audited the financial statements of Operation: New View Community Action Agency, Dubuque, Iowa, as of and for the year ended September 30, 2008, and have issued our report thereon dated May 1, 2009. We conducted our audit in accordance with U.S. generally accepted auditing standards, and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

**Internal Control over Financial Reporting**

In planning and performing our audit, we considered Operation: New View Community Action Agency's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing our opinion on the effectiveness of Operation: New View Community Action Agency's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control over financial reporting. Our consideration of the internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies and other deficiencies we consider to be material weaknesses.

A control deficiency exists when the design or operation of the control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency or combination of control deficiencies, that adversely affects the Agency's ability to initiate, authorize, record, process, or report financial data reliably in accordance with U.S. generally accepted accounting principles such that there is more than a remote likelihood a misstatement of the Agency's financial statements that is more than inconsequential will not be prevented or detected by the Agency's internal control. We consider the deficiencies in internal control described in Part II of the accompanying Schedule of Findings and Questioned Costs to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies that results in more than a remote likelihood a material misstatement of the financial statements will not be prevented or detected by the Agency's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, of the significant deficiencies described above, we believe items II-A-08, II-B-08, and II-C-08 are material weaknesses.

### **Compliance**

As part of obtaining reasonable assurance about whether Operation: New View Community Action Agency's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Comments involving statutory and other legal matters about the Agency's operations for the year ended September 30, 2008 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the Agency. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

Operation: New View Community Action Agency's responses to findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. While we expressed our conclusions on the Agency's responses, we did not audit the Agency's responses and, accordingly we express no opinion on them.

We noted certain matters that we reported to management of Operation: New View Community Action Agency in a separate letter dated May 1, 2009.

This report, a public record by law, is intended solely for the information and use of the audit committee, management, others within the organization, and federal awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.

**HONKAMP KRUEGER & CO., P.C.**



Dubuque, Iowa  
May 1, 2009



**Independent Auditor's Report on Compliance  
with Requirements Applicable to Each Major  
Program and on Internal Control over Compliance  
in Accordance with OMB Circular A-133**

To the Board of Directors  
Operation: New View Community Action Agency  
Dubuque, Iowa

**Compliance**

We have audited the compliance of Operation: New View Community Action Agency, Dubuque, Iowa, with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement*, that are applicable to each of its major federal programs for the year ended September 30, 2008. The Agency's major federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the Agency's management. Our responsibility is to express an opinion on Operation: New View Community Action Agency's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether non-compliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Agency's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on compliance with those requirements.

In our opinion, Operation: New View Community Action Agency complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended September 30, 2008.

### **Internal Control over Compliance**

The management of the Agency is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts and grant agreements applicable to federal programs. In planning and performing our audit, we considered the Agency's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Operation: New View Community Action Agency's internal control over compliance.

Our consideration of the internal control over compliance was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in the Agency's internal control that might be significant deficiencies or material weaknesses as defined below. However, as discussed below, we identified a deficiency in internal control over compliance that we consider to be a significant deficiency and another that we consider to be a material weakness.

A control deficiency in the Agency's internal control over compliance exists when the design or operation of the control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency or combination of control deficiencies, that adversely affects the Agency's ability to administer a federal program such that there is more than a remote likelihood noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the Agency's internal control. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as item III-A-08 to be a significant deficiency.

A material weakness is a significant deficiency, or combination of significant deficiencies that results in more than a remote likelihood material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the Agency's internal control. Of the significant deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs, we consider item III-A-08 to be a material weakness.

Operation: New View Community Action Agency's responses to findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. While we expressed our conclusions on the Agency's responses, we did not audit the Agency's responses and, accordingly we express no opinion on them.

This report is intended solely for the information and use of the audit committee, management and other parties to whom Operation: New View Community Action Agency may report, including federal awarding agencies, and is not intended to be and should not be used by anyone other than these specified parties.

**HONKAMP KRUEGER & CO., P.C.**

*Honkamp Krueger & Co.*

Dubuque, Iowa  
May 1, 2009

**Operation: New View Community Action Agency  
Schedule of Findings and Questioned Costs  
For the Year Ended September 30, 2008**

**Part I. Summary of the Independent Auditor's Results:**

- a. An unqualified opinion was issued on the financial statements.
- b. Significant deficiencies in internal control over financial reporting were disclosed by the audit of the financial statements, including material weaknesses.
- c. The audit did not disclose any non-compliance which is material to the financial statements.
- d. A significant deficiency in internal control over major programs was disclosed by the audit of the financial statements, including a material weakness.
- e. An unqualified opinion was issued on compliance with requirements applicable to each major program.
- f. The audit disclosed no audit findings which were required to be reported in accordance with Office of Management and Budget (OMB) Circular A-133, Section .510(a).
- g. The major programs were as follows:
  - CFDA Number 93.600 – Head Start
  - CFDA Number 10.558 – Head Start Food
  - CFDA Number 93.568 – Low-Income Home Energy Assistance
- h. The dollar threshold used to distinguish between Type A and Type B programs was \$300,000.
- i. Operation: New View Community Action Agency does not qualify as a low-risk auditee.

**Operation: New View Community Action Agency  
Schedule of Findings and Questioned Costs (Continued)  
For the Year Ended September 30, 2008**

**Part II. Findings Related to the Financial Statements:**

**Instances of Non-Compliance:**

No matters were reported.

**Significant Deficiencies:**

II-A-08

Bank Account Reconciliations – During the audit, we noted that while regular monthly bank account reconciliations were performed over the course of the year, the reconciliations showed unreconciled differences each month.

Recommendation – Controls over the bank reconciliation process should be strengthened to provide accurate monthly reports. All variances should be investigated and resolved in timely manner.

Response – A reconciliation will be performed monthly, with all variances reconciled to the general ledger monthly.

Conclusion – Response accepted.

II-B-08

Financial Reporting – During the audit, we identified material amounts of receivables not recorded in the Agency's financial statements. Audit adjustments were made to properly include these amounts in the financial statements.

Recommendation – The Agency should implement procedures to ensure all receivables are identified and included in the Agency's financial statements.

Response – We will implement procedures to include these amounts in future years.

Conclusion – Response accepted.

**Operation: New View Community Action Agency  
Schedule of Findings and Questioned Costs (Continued)  
For the Year Ended September 30, 2008**

**Part II. Findings Related to the Financial Statements (Continued):**

**Significant Deficiencies (Continued):**

II-C-08

Preparation of Financial Statements – It is the Agency’s responsibility to prepare its financial statements in accordance with generally accepted accounting principles. However, the Agency does not have staff knowledgeable in current disclosure requirements set forth by generally accepted accounting principles. As independent accountants, we were requested to draft the financial statements and accompanying notes to the financial statements. It is the responsibility of management and those charged with governance to perform a detailed review of the financial statements and related footnotes, and to approve and accept responsibility for those financial statements prior to their issuance.

Recommendation – We recommend that the Agency utilize individuals with the requisite knowledge and skill to reconcile the general ledger accounts and supporting documents of the Agency to the draft financial statements prepared by the auditors.

Response – We will implement procedures of a thorough review of the draft financial statements prepared by the auditors to ensure accuracy and agreement of information with Agency records.

Conclusion – Response accepted.

**Operation: New View Community Action Agency  
Schedule of Findings and Questioned Costs (Continued)  
For the Year Ended September 30, 2008**

**Part III. Findings and Questioned Costs for Federal Awards:**

**Instances of Non-Compliance:**

No matters were reported.

**Significant Deficiencies:**

III-A-08

Financial Reporting – During the audit, we identified material amounts of receivables not recorded in the Agency’s financial statements. Audit adjustments were made to properly include these amounts in the financial statements.

Recommendation – The Agency should implement procedures to ensure all receivables are identified and included in the Agency’s financial statements.

Response – We will implement procedures to include these amounts in future years.

Conclusion – Response accepted.

**Operation: New View Community Action Agency  
Schedule of Findings and Questioned Costs (Continued)  
For the Year Ended September 30, 2008**

**Part IV. Other Findings Related to Statutory Requirements and Other Matters:**

No matters were reported.

**Operation: New View Community Action Agency  
Summary Schedule of Prior Federal Audit Findings  
For the Year Ended September 30, 2008**

**Finding III-A-07. Financial Reporting**

Contact person responsible for corrective action: Ronald Wartick (563) 556-5130

**Corrective Action**

Response: The Agency concurs with the recommendations, and will implement procedures to record grant receivables upon completion of grants reports routinely submitted to the grantor agencies.

**Date of Completion**

Ongoing.

**Operation: New View Community Action Agency  
Corrective Action Plan for Federal Audit Findings  
For the Year Ended September 30, 2008**

**Finding III-A-08. Financial Reporting**

Contact person responsible for corrective action: Ronald Wartick (563) 556-5130

**Corrective Action**

Response: The Agency concurs with the recommendations, and will implement procedures to record grant receivables upon completion of grant reports routinely submitted to the grantor agencies.

**Date of Completion**

Ongoing.



# HONKAMP KRUEGER & CO, P.C.

*CPAs & Business Consultants*

To the Board of Directors  
Operation: New View Community Action Agency  
Dubuque, Iowa

We have audited the financial statements of the Operation: New View Community Action Agency (the "Agency") for the year ended September 30, 2008, and have issued our report thereon dated May 1, 2009. Professional standards require that we provide you with the following information related to our audit.

**Our Responsibilities under U.S. Generally Accepted Auditing Standards and OMB Circular A-133**

As stated in our engagement letter dated November 4, 2008, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we considered the Agency's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

As part of obtaining reasonable assurance about whether the Agency's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also, in accordance with OMB Circular A-133, we examined, on a test basis, evidence about the Agency's compliance with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* applicable to each of its major federal programs for the purpose of expressing an opinion on the Agency's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on the Agency's compliance with those requirements.

## **Review of Internal Control**

In planning and performing our audit of the financial statements of Operation: New View Community Action Agency as of and for the year ended September 30, 2008, in accordance with auditing standards generally accepted in the United States of America, we considered the Agency's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all matters in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies and other deficiencies that we consider to be material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects an Agency's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Agency's financial statements that is more than inconsequential will not be prevented or detected by the Agency's internal control.

A material weakness is a control deficiency, or combination of control deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Agency's internal control.

Our consideration of internal control was for the limited purpose described in the above paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We identified the following deficiencies in internal control that we consider to be significant deficiencies, which we also believe are material weaknesses.

**Bank Account Reconciliations** – It was noted that while regular monthly bank reconciliations were performed over the course of the year, the reconciliations showed unreconciled differences each month. We recommend further procedures to be implemented to reconcile any differences prior to the next month's reconciliation.

The Agency should implement a policy of management review of the bank reconciliation process to ensure timely, accurate reconciliations.

**Preparation of Financial Statements** – It is the Agency's responsibility to prepare its financial statements in accordance with generally accepted accounting principles. However, the Agency does not have staff knowledgeable in current disclosure requirements set forth by generally accepted accounting principles. As independent accountants, we were requested to draft the financial statements and accompanying

notes to the financial statements. It is the responsibility of management and those charged with governance to perform a detailed review of the financial statements and related footnotes, and to approve and accept responsibility for those financial statements prior to their issuance.

**Financial Reporting** – At year-end, the Agency did not record material amounts of grant receivables on the trial balance prior to audit fieldwork. Audit adjustments were made to properly include the amounts in the financial statements. We recommend the Agency implement procedures to ensure all receivables are identified and included in the Agency's trial balance.

### **Significant Accounting Policies**

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Agency are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during 2008. We noted no transactions entered into by the Agency during the year for which there is a lack of authoritative guidance or consensus. There were no significant transactions that have been recognized in the financial statements in a different period other than when the transaction occurred.

### **Accounting Estimates**

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the receivables is based on review of balances and history of collections. We evaluated the key factors and assumptions used to develop the estimate of receivables in determining that it is reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

The disclosure of long-term debt in Note 9 to the financial statements. Financial institutions tend to rely on such information when granting the Agency additional financing.

The disclosure of grant matching requirements in Note 4 to the financial statements. This disclosure may affect future grant requests.

### **Audit Adjustments**

For the purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on the Agency's financial reporting process (that is, cause future financial statements to be materially misstated). In our judgment, none of the adjustments we proposed, whether recorded or unrecorded by the Agency, either individually or in the aggregate, indicate matters that could have a significant effect on the Agency's financial reporting process, except as noted below.

The following are descriptions of adjustments arising from the audit that could, in our judgment, have a significant effect on the Agency's financial reporting process.

- Adjustments were made to record receivables and deferred revenues under grant agreements in order to achieve a proper cutoff and matching of revenues and expenses as prescribed by the accrual basis of accounting.
- An adjustment was made to capitalize equipment purchases under grant agreements and record the annual depreciation on all capitalized equipment.

There were also several adjustments made that were not significant but were made to correct financial statement amounts. There were no proposed audit adjustments that were not made by management.

### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### **Management Representations**

We have requested certain representations from management that are included in the management representation letter dated June 9, 2009.

### **Consultations with Other Independent Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principal to the Agency's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

**Issues Discussed Prior to Retention of Independent Auditors**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Agency's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

**Difficulties Encountered in Performing the Audit**

We encountered no significant difficulties in dealing with management in performing our audit.

**Other Comments**

Our observations indicate that overall financial operations of the Agency continue to be conducted in an efficient and effective manner.

As always, we will be happy to discuss these or any other topics at your convenience. We would like to take this opportunity to express our appreciation to you and your staff for the fine cooperation that we received during the course of the audit. We look forward to many years of continued service to the Operation: New View Community Action Agency.

**HONKAMP KRUEGER & CO., P.C.**

A handwritten signature in cursive script that reads "Honkamp Krueger & Co.".

Dubuque, Iowa  
May 1, 2009