



OFFICE OF THE COMPTROLLER  
CITY OF ST. LOUIS



FILE COPY

DARLENE GREEN  
Comptroller

*Internal Audit Section*

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DR. KENNETH M. STONE, CPA  
Internal Audit Executive

December 22, 2011

Rhonda Gray, Executive Director  
Almost Home, Inc.  
3200 St. Vincent Avenue  
St. Louis, MO 63104

RE: Almost Home, Inc. (Project #2012-AHC01)

Dear Ms. Gray:

Enclosed is a report of our fiscal monitoring review of Almost Home, Inc. for the period March 1, 2011 through October 31, 2011. The scope of a fiscal monitoring review is less than an audit, and as such, we do not express an opinion on the financial operations of Almost Home, Inc. Fieldwork was completed on December 1, 2011.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised and has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing* and through an agreement with the Affordable Housing Commission (AHC) to provide fiscal monitoring to all grant sub-recipients.

If you have any questions, please contact the Internal Audit Section at (314) 657-3490.

Sincerely,

Dr. Kenneth M. Stone, CPA  
Internal Audit Executive

Enclosure

cc: Angela M. Conley, Executive Director, Affordable Housing Commission



# CITY OF ST. LOUIS

**AFFORDABLE HOUSING COMMISSION (AHC)**

**ALMOST HOME, INC.  
CONTRACT AGREEMENT #37-11G**

**FISCAL MONITORING REVIEW  
MARCH 1, 2011 THROUGH OCTOBER 31, 2011**

**PROJECT #2012-AHC01**

**DATE ISSUED: DECEMBER 22, 2011**

**Prepared by:  
The Internal Audit Section**



# OFFICE OF THE COMPTROLLER

**HONORABLE DARLENE GREEN, COMPTROLLER**

**CITY OF ST. LOUIS  
AFFORDABLE HOUSING COMMISSION (AHC)  
ALMOST HOME, INC.  
FISCAL MONITORING REVIEW  
MARCH 1, 2011 THROUGH OCTOBER 31, 2011**

**TABLE OF CONTENTS**

<b>Description</b>	<b>Page(s)</b>
<b>INTRODUCTION</b>	
Background	1
Purpose	1
Scope and Methodology	1
Exit Conference	1
<b>SUMMARY OF OBSERVATIONS</b>	
Conclusion	2
Status of Prior Observations	2
Summary of Current Observations	2

## INTRODUCTION

### Background

**Contract Name:** Almost Home, Inc.

**Contract Number:** 37-11G

**Contract Period:** March 1, 2011 through October 31, 2011

**Contract Amount:** \$45,000

The contract provides funds from Affordable Housing Commission (AHC) to Almost Home, Inc. (Agency) to assist homeless teenage mothers, with transitional housing, supportive counseling, education, and life and job skills training. The program allows for mothers at 20% or below the St. Louis median income, to develop skills and knowledge for self-sufficiency and independent living.

### Purpose

The purpose of the review was to determine the Agency's compliance with federal, state, and local AHC requirements for the period March 1, 2011 through October 31, 2011, and make recommendations for improvements, as considered necessary.

### Scope and Methodology

Inquiries were made regarding the Agency's internal controls relating to the grant administered by AHC. Evidence supporting the reports the Agency submitted was tested and other procedures were performed, as considered necessary.

### Exit Conference

The Agency was informed that the review resulted in no observations and the Agency did not consider an exit conference necessary.

## **SUMMARY OF OBSERVATIONS**

### **Conclusion**

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

### **Status of Prior Observations**

The Agency did not have any previous AHC fiscal monitoring reviews.

### **Summary of Current Observations**

There were no current observations.