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OFFICE OF THE COMPTROLLER  
CITY OF ST. LOUIS



DARLENE GREEN  
Comptroller

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Internal Audit Executive

*Internal Audit Section*

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August 10, 2011

Sean Spencer, Executive Director  
Shaw Neighborhood Housing Corporation  
4067 Shenandoah  
St. Louis, MO 63110

RE: Community Development Block Grant-American Recovery and Reinvestment Act  
(CDBG-R) (Project #2011-CDA33)

Dear Mr. Spencer:

Enclosed is a report of our fiscal monitoring review of the Shaw Neighborhood Housing Association, a not-for-profit organization, CDBG-R Program, for the period January 1, 2010 through May 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 the Shaw Neighborhood Housing Association. Fieldwork was completed on June 28, 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 Community Development Administration (CDA) to provide fiscal monitoring to all grant sub recipients.

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

Sincerely,

*Kenneth M. Stone*  
Dr. Kenneth M. Stone, CPA  
Internal Audit Executive

Enclosure

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



# CITY OF ST. LOUIS CITY OF ST. LOUIS

**COMMUNITY DEVELOPMENT ADMINISTRATION (CDA)  
COMMUNITY DEVELOPMENT BLOCK GRANT-  
AMERICAN RECOVERY AND REINVESTMENT ACT (GDBG-R)**

**SHAW NEIGHBORHOOD HOUSING CORPORATION  
CONTRACT #CDBGR-8  
CFDA #14.253**

**FISCAL MONITORING REVIEW**

**JANUARY 1, 2010 THROUGH MAY 31, 2011**

**PROJECT #2011-CDA33**

**DATE ISSUED: AUGUST 10, 2011**

**Prepared by:  
The Internal Audit Section**



# OFFICE OF THE COMPTROLLER OFFICE OF THE COMPTROLLER

**HONORABLE DARLENE GREEN, COMPTROLLER**

**CITY OF ST. LOUIS  
COMMUNITY DEVELOPMENT ADMINISTRATION (CDA)  
COMMUNITY DEVELOPMENT BLOCK GRANT – AMERICAN  
RECOVERY AND REINVESTMENT ACT (CDBG-R)  
SHAW NEIGHBORHOOD HOUSING CORPORATION  
COMMUNITY BASED DEVELOPMENT ORGANIZATION (CBDO)  
FISCAL MONITORING REVIEW  
JANUARY 1, 2010 THROUGH MAY 31, 2011**

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## INTRODUCTION

### Background

**Contract Name:** Shaw Abandoned/Foreclosed Re-Occupancy Assistance

**Contract Number:** CDBGR-8

**CFDA Number:** 14.253

**Contract Period:** January 1, 2010 through September 30, 2012

**Contract Amount:** \$100,000

The contract provided Community Development Block Grant-American Recovery and Reinvestment Act (CDBG-R) funds to Shaw Neighborhood Housing Association (Agency) to purchase abandoned/foreclosed properties in the Shaw neighborhood for redevelopment.

### Purpose

The purpose was to determine the Agency's compliance with federal, state, and local Community Development Organization (CDA) requirements for the period January 1, 2010 through May 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 grants administered by CDA. Evidence was tested supporting the reports the Agency submitted to CDA and other procedures were performed as considered necessary. Fieldwork was completed on June 28, 2011.

### Exit Conference

An exit conference with the Agency was not considered necessary because there were no observations.

## **SUMMARY OF OBSERVATIONS**

### **Conclusion**

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

### **Status of Prior Observations**

Internal Audit Section has not previously reviewed the Agency's CDBG-R funds; therefore, there are no prior observations.

### **A-133 Status**

According to a letter received from the Agency dated July 13, 2011, it did not expend \$500,000 or more in federal funds in its calendar year ended December 31, 2010, and was not required to have an A-133 single audit report.

### **Summary of Current Observations**

There were no current observations.