CITY OF ST. LOUIS

AFFORDABLE HOUSING COMMISSION (AHC)

SHALOM HOUSE
CONTRACTS #20-12G

FISCAL MONITORING REVIEW
MAY 1, 2012 THROUGH FEBRUARY 28, 2013

PROJECT #2013-AHC09

DATE ISSUED: JUNE 20, 2013

Prepared by:
The Internal Audit Section

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FILE COPY

June 20, 2013

Tammy Laws, Executive Director
Shalom House
1040 South Taylor
St. Louis, MO 63110

RE: Shalom House (Project #2013-AHC09)

Dear Ms. Laws:

Enclosed is a report of our fiscal monitoring review of Shalom House for the period May 1, 2012 through February 28, 2013. 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 Shalom House. Fieldwork was completed on April 9, 2013.

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.

Respectfully,

Kenneth M. Stone

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

Enclosure

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

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INTRODUCTION

Background

Contract Name: Shalom House

Contract Number: 20-12G

Contract Period: May 1, 2012 through April 30, 2013

Contract Amount: $120,000

The contract provides funds from Affordable Housing Commission (AHC) to Shalom House (Agency) to assist homeless women suffering from persistent mental illness and/or chemical dependency and provide services to help them become self-sufficient and move toward permanence.

Purpose

The purpose of the review was to determine the Agency's compliance with federal, state, and local AHC requirements for the period May 1, 2012 through February 28, 2013, 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 offered the opportunity for an exit conference on June 20, 2013, but the Agency declined.

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 fiscal monitoring reviews.

Summary of Current Observations

There were no current observations.