



City of Greensboro

Date: February 21, 2003
To: Ed Kitchen, City Manager
From: Internal Audit
Subject: Senior Resources of Guilford

The Internal Audit Division has performed a program and compliance audit of Senior Resources of Guilford, which received a Human Services Grant in the amount of \$24,500 from the City of Greensboro during the 2001-2002 grant year. This grant was reduced to \$18,375 due to the City's budget constraints.

The Senior Resources of Guilford grant helped support the administrative and operational expenditures incurred with providing a Volunteer Services Coordinator; to recruit, train and retain the agency's volunteers in programs that support seniors in maintaining their independent living including the Mobile Meals Program. In addition to the Mobile Meals Program, the agency transports clients for medical appointments; maintains daily telephone contact with homebound seniors and provides volunteers to complete minor home repairs. Approximately 17,000 clients were served during the grant year.

We examined selected financial transactions and program documentation maintained by the agency for compliance with the contract and for assurance that program goals were achieved. Based on our review, it appears that the funds have been spent according to the terms of the contract with no exceptions noted.

We would like to thank Mr. Tony Connery, Chief Financial Officer; Mr. Dave Garriques, Chief Financial Officer; Ms. Leighann Osborne, Accounts Payable; Ms. Carolyn Crompton, Volunteer Services Coordinator and Ms. Kerri Gibbs, Program Assistant for Mobile Meals of Senior Resources of Guilford for their courtesy and cooperation shown us during this audit. If there are any questions or comments concerning the details of this audit, please contact us at 373-2821.

Len Lucas
Internal Auditor

Cc: Mitchell Johnson, Assistant City Manager
Ben Brown, Assistant City Manager for Economic Development
Bob Morgan, Assistant City Manager
Andy Scott, Director of Housing & Community Development
Ellen Whitlock, Executive Director of Senior Resources of Guilford