



City of Greensboro

Date: May 1, 2003
To: Ed Kitchen, City Manager
From: Internal Audit
Subject: Compass International, Incorporated Audit

The Internal Audit Division has *attempted* to perform a program and compliance audit of Compass International, Incorporated which received a Community Development Grant in the amount of \$12,500 from the City of Greensboro during the 2001-2002 grant year.

This Community Development grant was designed to help support with building capacity to operate the Latino Business Resource Center for the purpose of helping prospective Latino entrepreneurs. The Latino Business Resource Center is located at 122 North Elm Street in the Self-Help Building. Services to be provided in this center are: translate into Spanish City of Greensboro brochures that contain procedures relevant to starting a business; sponsor workshops and training sessions; develop a Business Resource Guide; and pay expenses necessary to operate the Latino Business Resource Center.

After schedule delays to accommodate Mr. Michael Brunson, Executive Director of Compass International; two meetings to obtain documentation; and numerous phone conversations, we were unable to obtain all the documentation necessary to complete our audit per the terms of the contract between the City of Greensboro and the agency. We would like a response from the Housing & Community Development Department within 45 days.

If there are any questions or comments concerning this attempted audit, please contact us at 373-2821.

Len Lucas
Acting Internal Audit Director

Cc: Mitchell Johnson, Assistant City Manager
Ben Brown, Assistant City Manager for Economic Development
Bob Morgan, Assistant City Manager
Linda Miles, City Attorney
Andy Scott, Director of Housing & Community Development
Michael Brunson, CPA, Executive Director of Compass International, Incorporated