



City of Greensboro

Date: January 31, 2003
To: Ed Kitchen, City Manager
From: Internal Audit
Subject: Black Child Development Institute of Greensboro, Incorporated

The Internal Audit Division has completed a program and compliance audit of Black Child Development Institute of Greensboro, Incorporated which received a Human Services Grant in the amount of \$9,000 from the City of Greensboro during the 2001-2002 grant year. This grant was reduced to \$6,750 due to the City's budget constraints.

The BCDI-G grant helped support the administrative and operational expenses incurred to recruit, screen and train volunteers to be matched with students "at risk" of academic failure to provide academic tutoring for children and youth to improve academic performance and bolster self-esteem. The agency maintains thirteen tutoring sites throughout Greensboro; recruits and trains volunteers on an on-going basis; provides elementary and middle school reading programs; and has served approximately 400 clients 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 Ms. Maxine Womble-Bakeman, Interim Executive Director and the staff of Black Child Development Institute of Greensboro 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
June Swanston-Valdes, Executive Director of Black Child Development Institute of Greensboro, Inc.