

Internal Audit Division  
City of Greensboro



June 17, 2011

**TO:** Sue Schwartz, Interim Director of Planning & Community Development  
**FROM:** Internal Audit Division  
**SUBJECT:** Greensboro Urban Ministry-Partnership Village Phases I & II

The Internal Audit Division has performed our yearly monitoring visit of the Greensboro Urban Ministry-Partnership Village Phase I & II which received a Supportive Assistance Grant in the amount of \$8,820 from the City of Greensboro during the 2009 to 2010 grant year.

**The Supportive Assistance** grant for \$8,820 was used to help provide rental assistance subsidies on behalf of the residents of Partnership Village I & II developments. Allowable expenses under this contract were limited to monthly tenant -based rental assistance. Rental subsidy for Partnership Village Phase I equals an amount not to exceed \$100 per month per unit. Rental subsidy for Partnership Village Phase II equals an amount not to exceed \$153 per month per unit.

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.

We would like to thank Reverend Mike Aiken, Executive Director; Ms. Marie Schettino, Director of Finance; Ms. Nancy Phillips, Business Manager and the staff of the Greensboro Urban Ministry for their courtesy and cooperation shown to us during this visit. If there are any questions or comments concerning the details of this visit, we can be reached at 373-4528.

Tina McKoy  
Internal Auditor

Len Lucas  
Internal Audit Director

Cc: Bob Morgan, Deputy City Manager  
Reverend Mike Aiken, Executive Director of Greensboro Urban Ministry



## MEMO

**Date:** June 14, 2011  
**To:** Len Lucas, Internal Audit Director  
**From:** Michael Blair, AICP  
**RE:** PCD Programmatic Review of GUM – PV I and PV II Rental Assistance

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The Department of Planning and Community Development does not prepare a programmatic review letter for Nussbaum Housing Partnership funded GUM – PV I and PV II Rental Assistance due to the nature of the grants which are for rental assistance only. The Scope of Services §1 in agreement 2009-1243 limits City spending to monthly tenant rental assistance. No other expenses are allowed.

The Internal Audit review of the FY09/10 transactions which verify their use as tenant rental assistance is sufficient for compliance.