



*Date:* February 7, 2005

*To:* Andy Scott, Director of Housing & Community Development

*From:* Internal Audit

*Subject:* Greensboro Urban Ministry-Partnership Village Phase II.

The Internal Audit Division has performed our yearly monitoring visit of the Greensboro Urban Ministry-Partnership Village Phase II which received a Supportive Assistance grant in the amount of \$17,000 from the City of Greensboro during the 2003 to 2004 grant year.

**The Supportive Assistance** grant for \$17,000 was used to provide supportive assistance to low income households with rental assistance, utility or rent deposits, and/or services and amenities for residents that may be selected by the case manager at Partnership Village Phase II. This is the third year of a 18 year term contract to fund Greensboro Urban Ministry which began with the 2001-2002 funding.

We examined selected financial transactions and program documentation maintained by the agency for compliance with the contracts 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 Reverend Mike Aiken, Executive Director; Dr. Nathan Witherspoon, Associate Executive Director; Ms. Aquilla Lanier, 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 373-2821.

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Mickey Kerans  
Internal Auditor

Handwritten signature of Len Lucas.

Len Lucas  
Internal Audit Director

Cc: Ben Brown, Assistant City Manager for Economic Development  
Reverend Mike Aiken, Executive Director of Greensboro Urban Ministry