



Date: February 8, 2005
To: Andy Scott, Director of Housing & Community Development
From: Internal Audit
Subject: Greensboro Urban Ministry

The Internal Audit Division has performed our yearly monitoring visit of the Greensboro Urban Ministry which received an Emergency Assistance grant in the amount of \$60,000 and a Shelter Assistance grant in the amount of \$26,000 from the City of Greensboro during the 2003 to 2004 grant year.

The Emergency Assistance grant for \$60,000 was used to provide emergency assistance to low income households with past due rents rental deposits, past due utilities, back payments, and payments to prevent foreclosure. Approximately 1200 clients were served as result of this grant.

The Shelter Operations grant in the amount of \$26,000 provided emergency housing to single adults including shelter, food and supportive services of social workers and other trained staff at the Weaver House located at 305 W. Lee St. Approximately 1,461 clients were assisted as the result of this grant.

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 these contracts 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 in black ink.

Len Lucas
Internal Audit Director

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