



Date: March 21, 2005
To: Andy Scott, Director of Housing & Community Development
From: Internal Audit
Subject: The House of Refuge Missions, Inc.

The Internal Audit Division has performed our yearly monitoring visit of The House of Refuge Missions, Inc. which received an Emergency Assistance grant in the amount of \$14,134 from the City of Greensboro during the 2003 to 2004 grant year.

The **Emergency Assistance** grant for \$14,134 was used to provide emergency assistance with rental housing and utility deposits for residents of Greensboro, NC. Approximately 372 clients were served as a result of this grant.

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. Cindy Watlington, Executive Director of The House of Refuge Missions, Inc. for her 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.

A handwritten signature in black ink, appearing to read 'M. Kerans'.

Mickey Kerans
Internal Auditor

A handwritten signature in black ink, appearing to read 'L. Lucas'.

Len Lucas
Internal Audit Director

Cc: Ben Brown, Assistant City Manager for Economic Development
Cindy Watlington, Executive Director of The House of Refuge Missions, Inc.