



*Date:* April 8, 2005  
*To:* Andy Scott, Director of Housing & Community Development  
*From:* Internal Audit  
*Subject:* Faith Matters

The Internal Audit Division has performed our yearly monitoring visit of the Faith Matters which received Rental Coupons in the amount of \$2,400 from the City of Greensboro for the 2003 to 2004 grant year.

The **Rental Coupon** grant for \$2,400 was to be used to provide rental assistance through the Greensboro Housing Authority for clients who needed emergency assistance. One client could have been served as a result of this grant.

Because the contractor did not receive any cash funds from the city, we did not review their cash receipts or cash payments. Based on our review, we confirmed with the contractor that they assisted no one with the rental coupons provided by the City. We verified also that contractor still has the rental coupons in their possession. The contractor advised us that they are not an Emergency Assistance contractor nor are they staffed to administer these coupons. We recommend to HCD that they contact Faith Matters to request the return of the unused coupons to the City of Greensboro.

The auditor's management letter to the Board of Faith Matters mentioned that the contractor has some internal controls that need to be addressed. Also, the auditors suggested that the Board should get more involved with the financial matters of Faith Matters and that they should hold regular board meetings.

We would like to thank Ms. Ruth Rideout, Executive Director of Faith Matters 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.

Handwritten signature of Mickey Kerans in black ink.

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  
Ruth Rideout, Executive Director of Faith Matters