



Date: June 18, 2004
To: Andy Scott, Director of Housing & Community Development
From: Internal Audit
Subject: Communication Services for the Deaf & Hard of Hearing (CSDHH)

The Internal Audit Division has performed a program and compliance review of Communication Services for the Deaf & Hard of Hearing, which received a Human Services Grant in the amount of \$7,000 from the City of Greensboro during the 2003-03 grant year.

This CSDHH grant is designed to help support the administrative and operational expenses incurred with their program to help children of deaf parents improve their self control; problem solving/reasoning skills; improve academic skills and create clearer understanding of their unique family situation. Approximately 66 clients were served during the grant year.

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. Kelle Owens, Executive Director of Communication Services for the Deaf & Hard of Hearing for her courtesy and cooperation shown us during this review. If there are any questions or comments concerning the details of this review, please contact us at 373-2821.

Len Lucas
Acting Internal Audit Director

Cc: Ben Brown, Assistant City Manager for Economic Development
Kelle Owens, Executive Director of Communication Services for the Deaf & Hard of Hearing