



City of Greensboro

Date: July 6, 2004
To: Andy Scott, Director of Housing & Community Development
From: Internal Audit
Subject: House of Refuge Missions, Incorporated

The Internal Audit Division has performed a program and compliance review of the House of Refuge Missions, Incorporated which received two Emergency Shelter Grants in the amount of \$20,794 from the City of Greensboro during the 2002-2003 grant year.

These grants are designed to help provide assistance to qualified households with past due rents; rental deposits; past due utilities; back payments and payments to prevent foreclosure. House of Refuge Missions also has an Emergency Food Program and a Thrift Shop located at 216 South Elm Street that is open to the public. Both of these are operated entirely by volunteers. Approximately 3,725 clients were served during the grant year.

We examined selected financial transactions and program documentation maintained by the agency for compliance with the grant agreements 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 grant agreements with no exceptions noted.

We would like to thank Ms. Cindy Watlington, Executive Director of House of Refuge Missions for her courtesy and cooperation shown us during this review. If there are any questions or comments concerning the details of this review, we can be reached at 373-2821.

Len Lucas
Acting Internal Audit Director

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