



Date: July 15, 2003
To: Ed Kitchen, City Manager
From: Internal Audit
Subject: St. Leo's Place and Coley Jenkins Independent Living Center Grants

The Internal Audit Division has performed a program and compliance audit of St. Leo's Place (44 units) and Coley Jenkins Independent Living Center (40 units), which received \$9,000 and \$16,000 of Community Development Services Grants from the City of Greensboro during the 2002-2003 grant year.

Both of these grants are designed to help support the salary incurred by a staff person to develop activities to enhance the lives and well being of seniors living in the Greensboro area. These grants allow residents to travel on chartered trips; receive legal and financial advice; shop and attend medical appointments. Project Homestead, Incorporated administers the grants for each property.

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 the contracts, with the exception of participation from the residents of St. Leo's is low.

We would like to thank Mr. Steven Elliott, CPA, and Controller for Project Homestead, Inc. for his courtesy and cooperation shown us during this audit. If there are any questions or comments concerning the details of this audit, please contact us at 373-2821.

Len Lucas
Acting Internal Audit Director

Cc: Mitchell Johnson, Assistant City Manager
Ben Brown, Assistant City Manager for Economic Development
Bob Morgan, Assistant City Manager
Andy Scott, Director of Housing & Community Development
Reverend Michael King, President of Project Homestead, Incorporated