



City of Greensboro


Date: September 5, 2002
To: Ed Kitchen
From: Internal Audit
Subject: Greensboro Student Outreach and Recruiting


The Internal Audit Division has conducted an audit of the financial records maintained by the *Greensboro Student Outreach and Recruiting* for the period March 1, 2000 through July 31, 2002. The audit of the Greensboro Student Outreach and Recruiting was initiated by the Police Department due to the change of responsible parties for the fund. The scope of our audit included the review of internal control procedures for receipts and expenditures.

The Greensboro Student Outreach and Recruiting is an organization, sponsored by the Greensboro Police Department since 1967, that provides career exposure for young people between the ages of 14-20 who are interested in law enforcement as a possible career. The Greensboro Student Outreach and Recruiting hold regular meetings, conduct fund-raising activities, attend conferences, and participate in a variety of law enforcement activities such as the "Ride-Along" program. Each year the Greensboro Student Outreach and Recruiting provide 2,000 hours of volunteer service work to the community.

The accompanying balance sheet and statement of revenues, expenditures and changes in fund balance present fairly the financial position of Greensboro Student Outreach and Recruiting as of July 31, 2002.

We would like to thank the employees of the Greensboro Police Department for their courtesy and assistance shown us during this audit. If there are questions or comments concerning this audit, please call us at 373-2203.


Judy Hurley
Internal Audit


Jacky Dowd
Internal Audit Director

Cc: Mitch Johnson, Assistant City Manager
Chief Robert White, Police Department
Anne Gregory, Police Department

City of Greensboro
Student Outreach and Recruiting
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Periods ending 7/31/02 and 2/29/00

<u>REVENUES</u>	<u>3/01/00-7/31/02</u> <u>(2 yrs. 5 mos.)</u>	<u>11/13/97-2/29/00</u> <u>(2 yrs. 4 mos.)</u>
Morflex	\$ 10,000.00	\$31,618.00
Parking Receipts	15,089.64	14,745.80
Golf Tournament	14,540.48	
(Golf Expenses)	<u>(422.10)</u>	
Mug Sales	2,525.00	1,852.00
(Mug Purchases)	<u>(1,942.04)</u>	-4,367.59
<u>Popcorn Sales</u>		2,968.95
(Popcorn Purchases)		-2,489.00
Motorcycle Raffle		5,995.00
(Motorcycle Purchase)		-7,595.00
(Keys for Raffle)		-5,005.27
Cookbook Sales	1,283.00	
(Cookbook Purchases)	<u>(1,403.07)</u>	(120.07)
Gospel Concert	15,000.00	
(Gospel expenses)	<u>(12,825.00)</u>	2,175.00
Other Income-Donations	4,909.68	556.40
Interest	2,519.35	443.31
Petty Cash	300.00	300.00
Grant	<u>2,000.00</u>	
TOTAL REVENUES	<u>51,574.94</u>	<u>39,022.60</u>
 <u>EXPENDITURES</u>		
Conference/Meals	4,002.79	16,129.15
Education	5,615.25	
Programs	3,725.00	
Supplies	311.39	319.53
Uniforms	765.68	749.03
Gifts/Awards	681.00	244.05
Donations	2,696.00	820.00
Miscellaneous	102.65	405.89
Licenses/dues	<u>998.60</u>	<u>258.40</u>
TOTAL EXPENDITURES	<u>18,898.36</u>	<u>18,926.05</u>
Excess of Revenues Over (Under) Expenditures	32,676.58	20,096.55
Fund Balance Per General Ledger 2/29/00	<u>29,081.67</u>	<u>8,985.12</u>
Fund Balance 2/29/00	<u>\$61,758.25</u>	<u>\$29,081.67</u>

City of Greensboro
Student Outreach and Recruiting
Balance Sheet
For the Periods Ending 7/31/02 and 2/29/00

	<u>3/1/00-7/31/02</u> (2 yrs. 5 mos.)	<u>11/13/97-2/29/00</u> (2 yrs. 4 mos.)
<u>ASSETS</u>		
Cash in Savings Account (Central Carolina Bank)	\$59,667.27	\$22,405.37
Cash in Checking Account (Central Carolina Bank)	1,790.98	6,376.30
Petty Cash	<u>300.00</u>	<u>300.00</u>
TOTAL ASSETS	<u>\$61,758.25</u>	<u>29,081.67</u>
 <u>FUND BALANCE</u>		
Fund Balance 7/31/02	<u>\$61,758.25</u>	<u>\$29,081.67</u>