

HOUSING OPTIONS AND PLANNING ENTERPRISES, INC.

GRANT AUDIT
January 2016

OFFICE OF AUDITS AND INVESTIGATIONS
Prince George's County
Upper Marlboro, Maryland



THE PRINCE GEORGE'S COUNTY GOVERNMENT

Office of Audits and Investigations

January 2016

The County Council and County Executive
of Prince George's County, Maryland

Council Resolution 51-1991, adopted June 25, 1991, requires the Office of Audits and Investigations to perform random financial audits of grants and transfer payments appropriated in the Non-Departmental section of the County's Approved Annual Current Expense Budget.

We have examined the books and records of

HOUSING OPTIONS AND PLANNING ENTERPRISES, INC.,

for the period July 1, 2013, through June 30, 2014. Our examination included such tests of the accounting records and such other auditing procedures, as we considered necessary under the circumstances.

We noted no matters involving the Prince George's County grant to Housing Options and Planning Enterprises Inc., that led us to believe that the County grant funds were used for other than their intended purpose.

This report, in our opinion, fulfills the requirements of Council Resolution 51-1991 to perform random financial audits of grants and transfer payments made pursuant to the Non-Departmental section of the Prince George's County, Maryland, Fiscal Year 2014 Approved Operating Budget.

A blue ink signature of David H. Van Dyke.

David H. Van Dyke, CPA
County Auditor

A blue ink signature of Emmanuel C. Nwachuku.

Emmanuel C. Nwachuku
Auditor-In-Charge

Housing Options and Planning Enterprises, Inc.

The Prince George's County Government awarded Housing Options and Planning Enterprises, Inc. (HOPE), two grants totaling \$70,000 in fiscal year 2014. These awards were issued in September 2013 (\$50,000), and March 2014 (\$20,000). This funding was to be used to support HOPE's core program initiatives.

Housing Options and Planning Enterprises, Inc., is a minority owned, 501(c) (3) non-profit organization founded in 2004 that provides the community with pre-purchase housing counseling and foreclosure intervention programs. HOPE receives the bulk of its funding from grants, in-kind contributions, and fundraising activities. HOPE's mission is to ensure equal access to housing for all persons through counseling, education, and advocacy. The organization is registered with the State of Maryland, Virginia, and the District of Columbia, however they are headquartered at 6188 Oxon Hill Road, Suite 700, Oxon Hill, Maryland. HOPE has a target population that includes all low-income, Hispanic and African-American individuals. Some of the specific services that are provided to these targeted segments by the organization include foreclosure intervention assistance, case management and budgeting, housing financial capability purchase analysis, credit rebuilding, and pre-purchasing (home) counseling.

We examined the books and records maintained by HOPE and included tests of the accounting records and other auditing procedures, as we determined necessary. Consideration was given to the fact that the records of the organization were reviewed and included in the scope of the financial audit conducted by Gaillard and Associates, Independent Auditors, for the period ending June 30, 2014, and no discrepancies or irregularities were disclosed. Our examination included a review of expenditures and supporting documentation to ensure that

payment amounts were properly approved and corresponded to related invoices. We noted no instances that led us to believe that County grant funds were used for other than their intended purpose.

The attached Statement of Revenues and Expenditures (as audited by their independent auditors) for the period ending June 30, 2014, shows the activities of the organization for the period in which the grant funds were received.

HOUSING OPTIONS AND PLANNING ENTERPRISES, INC.
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDING JUNE 30, 2014
(ACCRUAL BASIS)

	<u>2014</u>
REVENUES:	
County Grant Payments	\$ 70,000
Other Government Grants	384,919
Corporate Contributions	49,210
Program Income	46,970
Other Contributions	5,639
Total Revenues	<u>\$ 556,738</u>
EXPENDITURES :	
Salaries and Fringe Benefits	\$ 397,097
Outside Contract Services	47,909
Rent, Parking, Utilities	30,258
Telephone, Telecommunications	11,368
Accounting	10,950
Information Technology	7,290
Business Meetings and Meals	767
Business Registration Fees	40
Business Taxes	521
Depreciation and Amortization	222
Credit Reports	5,960
Fundraising	1,890
Legal	500
Equip. Rental and Maintenance	9,079
Books and Reference	239
Postage and Delivery	553
Printing	1,300
Supplies	8,713
Bank Charges	263
Payroll Services	2,542
Advertising Expenses	3,468
Insurance	1,675
Membership and Dues	890
Staff Development	625
Travel	7,000
Other	3,716
Total Expenditures	<u>\$ 554,835</u>
Excess Revenue Over/(Under) Expenditures	<u><u>\$ 1,903</u></u>