



**OFFICE OF AUDITOR OF STATE
STATE OF IOWA**

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NEWS RELEASE

FOR RELEASE

March 31, 2020

Contact: Marlys Gaston
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Auditor of State Rob Sand today released an agreed-upon procedures report for the Building Direction for Families, 4 R Kids, DHLW, Partnerships 4 Families and Better Tomorrows Early Childhood Iowa Area Boards for which the Central Iowa Juvenile Detention Center is the fiscal agent for the period July 1, 2018 through June 30, 2019.

A copy of the agreed-upon procedures report is available for review on the Auditor of State's web site at <https://auditor.iowa.gov/reports/audit-reports/>.

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**BUILDING DIRECTION FOR FAMILIES, 4 R KIDS,
DHLW, PARTNERSHIPS 4 FAMILIES AND BETTER TOMORROWS
EARLY CHILDHOOD IOWA AREA BOARDS**

**AUDITOR OF STATE'S INDEPENDENT REPORT
ON APPLYING AGREED-UPON PROCEDURES**

**FOR THE PERIOD
JULY 1, 2018 THROUGH JUNE 30, 2019**

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Officials

Name

Title

Central Iowa Juvenile Detention Center:

Tony Reed Executive Director

Kassie Ruth Fiscal Director

Early Childhood Iowa Area Boards

Building Direction for Families:

Beth Ownby Coordinator

4 R Kids:

Debra Schrader Executive Director

DHLW:

Tasha Beghtol Director

Partnerships 4 Families:

Cindy Duhrkopf Area Director

Better Tomorrows:

Erin Monaghan Area Director



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Auditor of State's Independent Report on Applying Agreed-Upon Procedures

To the Members of the Building Direction for Families, 4 R Kids, DHLW, Partnerships 4 Families and Better Tomorrows Early Childhood Iowa Area Boards:

We have performed the procedures enumerated below, which were agreed to by the Building Direction for Families, 4 R Kids, DHLW, Partnerships 4 Families and Better Tomorrows Early Childhood Iowa Area Boards and the Iowa Department of Management (Department) for the period July 1, 2018 through June 30, 2019. The five Early Childhood Iowa Area Boards were formed pursuant to the provisions of Chapter 256I of the Code of Iowa. The procedures performed are to review the financial activity of the Early Childhood Iowa Area Boards and to determine if the Area Boards' internal controls are adequate. The Area Boards' management is responsible for the financial information.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the Department. Consequently, we make no representation regarding the sufficiency of the procedures described below, either for the purpose for which this report has been requested or for any other purpose.

The procedures we performed are summarized as follows:

- a. We reviewed Chapter 256I of the Code of Iowa to determine and document the procedures required pertaining to Early Childhood Iowa Area Boards.
- b. We reviewed the Area Boards' internal controls to determine if proper control procedures are in place and incompatible duties, from a control standpoint, are not performed by the same individual.
- c. We reviewed the summary of financial data for each Early Childhood Iowa Area Board verifying the data for accuracy and ensuring it is supported by underlying records.
- d. We confirmed state receipts for each Early Childhood Iowa Area Board and traced the receipts into the accounting records, verifying the receipts are properly distributed between early childhood and school ready programs.
- e. We tested selected disbursements from each Early Childhood Iowa Area Board and tested that the disbursements were properly authorized, properly supported and charged to the proper program and funding category.
- f. We reviewed the fund balances for each Early Childhood Iowa Area Board verifying the fund balances by category reported on each Board's respective summary of financial data agreed with the financial records of the Area Board and reviewed the fund balances for any deficits.
- g. We recalculated the carry forward for the school ready funding reported by each Early Childhood Iowa Board to determine if the amount exceeded 20% of the fund balance.

Based on the performance of the procedures described above, no exceptions were noted.

We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the financial activity of the Early Childhood Iowa Area Boards for the period July 1, 2018 through June 30, 2019. Accordingly, we do not express such an opinion. Had we performed additional procedures; other matters might have come to our attention that would have been reported to you.

This report, a public record by law, is intended solely for the information and use of the Central Iowa Juvenile Detention Center and the Department of Management. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the Central Iowa Juvenile Detention Center during the course of our agreed-upon procedures engagement. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.



Marlys K. Gaston, CPA
Deputy Auditor of State

March 15, 2020

Schedule 1

Early Childhood Iowa Area Board

Financial Data

For the Period July 1, 2018 through June 30, 2019

Building Direction for Families

	Early Childhood	School Ready	Total
Revenues:			
State grants:			
Early childhood	\$ 92,118	-	92,118
Quality improvement	-	51,017	51,017
Allocation for administration	4,848	12,951	17,799
School ready general use	-	367,746	367,746
Total state grants	96,966	431,714	528,680
Interest on investments	93	630	723
Total revenues	97,059	432,344	529,403
Expenditures:			
Program services:			
Early childhood	90,946	-	90,946
Quality improvement	-	49,462	49,462
School ready general use	-	370,200	370,200
Total program services	90,946	419,662	510,608
Administration	4,951	12,951	17,902
Total expenditures	95,897	432,613	528,510
Change in fund balance	1,162	(269)	893
Fund balance beginning of year	17,159	48,183	65,342
Fund balance end of year	\$ 18,321	47,914	66,235

Early Childhood Iowa Area Board

Financial Data

For the Period July 1, 2018 through June 30, 2019

4 R Kids

	Early Childhood	School Ready	Total
Revenues:			
State grants:			
Early childhood	\$ 108,553	-	108,553
Quality improvement	-	81,887	81,887
Allocation for administration	5,713	26,016	31,729
School ready general use	-	759,297	759,297
Total state grants	114,266	867,200	981,466
Interest on investments	93	682	775
Total revenues	114,359	867,882	982,241
Expenditures:			
Program services:			
Early childhood	107,944	-	107,944
Quality improvement	-	81,664	81,664
School ready general use	-	734,064	734,064
Total program services	107,944	815,728	923,672
Administration	4,891	22,024	26,915
Total expenditures	112,835	837,752	950,587
Change in fund balance	1,524	30,130	31,654
Fund balance beginning of year	128	83,146	83,274
Fund balance end of year	\$ 1,652	113,276	114,928

Schedule 3

Early Childhood Iowa Area Board

Financial Data

For the Period July 1, 2018 through June 30, 2019

DHLW

	Early Childhood	School Ready	Total
Revenues:			
State grants:			
Early childhood	\$ 197,036	-	197,036
Quality improvement	-	63,003	63,003
Allocation for administration	10,370	21,316	31,686
School ready general use	-	626,226	626,226
Total state grants	207,406	710,545	917,951
Interest on investments	192	681	873
Total revenues	207,598	711,226	918,824
Expenditures:			
Program services:			
Early childhood	190,963	-	190,963
Quality improvement	-	69,094	69,094
School ready general use	-	633,363	633,363
Total program services	190,963	702,457	893,420
Administration	10,175	21,831	32,006
Total expenditures	201,138	724,288	925,426
Change in fund balance	6,460	(13,062)	(6,602)
Fund balance beginning of year	32,089	105,177	137,266
Fund balance end of year	\$ 38,549	92,115	130,664

Early Childhood Iowa Area Board

Financial Data

For the Period July 1, 2018 through June 30, 2019

Partnerships 4 Families

	Early Childhood	School Ready	Total
Revenues:			
State grants:			
Early childhood	\$ 65,643	-	65,643
Quality improvement	-	58,584	58,584
Allocation for administration	3,702	14,451	18,153
School ready general use	-	336,615	336,615
Total state grants	69,345	409,650	478,995
Interest on investments	39	347	386
Total revenues	69,384	409,997	479,381
Expenditures:			
Program services:			
Early childhood	65,643	-	65,643
Quality improvement	-	61,825	61,825
School ready general use	-	324,790	324,790
Total program services	65,643	386,615	452,258
Administration	3,741	16,699	20,440
Total expenditures	69,384	403,314	472,698
Change in fund balance	-	6,683	6,683
Fund balance beginning of year	291	63,147	63,438
Fund balance end of year	\$ 291	69,830	70,121

Schedule 5

Early Childhood Iowa Area Board

Financial Data

For the Period July 1, 2018 through June 30, 2019

Better Tomorrows

	Early Childhood	School Ready	Total
Revenues:			
State grants:			
Early childhood	\$ 51,737	-	51,737
Quality improvement	-	50,891	50,891
Allocation for administration	2,723	9,527	12,250
School ready general use	-	257,141	257,141
Total state grants	54,460	317,559	372,019
Interest on investments	46	159	205
Total revenues	54,506	317,718	372,224
Expenditures:			
Program services:			
Early childhood	41,982	-	41,982
Quality improvement	-	45,242	45,242
School ready general use	-	251,061	251,061
Total program services	41,982	296,303	338,285
Administration	2,723	9,527	12,250
Total expenditures	44,705	305,830	350,535
Change in fund balance	9,801	11,888	21,689
Fund balance beginning of year	-	1,215	1,215
Fund balance end of year	\$ 9,801	13,103	22,904

Building Direction for Families, 4 R Kids,
DHLW and Partnerships 4 Families
Early Childhood Iowa Area Boards

Staff

This engagement was performed by:

Marlys K. Gaston, CPA, Deputy
Tammy A. Hollinsworth, CIA, Manager
Taran E. McCusker, Assistant Auditor