

Dwight Kay Investigation 026 - Document 0000009082
NEIGHBORHOOD RECOVERY INITIATIVE AUDIT
Vendor Compliance Review

Provider Name: Christian Love MB Church	Site Work Dates: 5/8/2013
Vendor Staff Interviewed: Elder Steve Nelson	Community: East Garfield Park
	Type: PLAN Providing Partner Yr 1

A. Personnel Costs	Yes	No	N/A	Exceptions	Source	Review
(1) Salaries: Do payroll registers for Yr1 and Yr2 match what was reported on IVPA year end closeout reports for the periods?		x		Questionable expenses of \$46,425.39 (100%)	T-13 p.3	LB
(2) Fringe: Do accounting records for Yr1 and Yr2 match what was reported on IVPA year end closeout reports for the periods?		x		Questionable expenses of \$8,331.09 (100%)	T-13 p.3	LB
(3) Background Checks: Were required background checks conducted and were they prior to the individual providing services?		x		No documentation	T-13 p.3	LB
(4) Timesheets: Are wages supported by timesheets for each staff member charged to State grant monies?		x		Timesheets were only available for parents, not staff members	T-13 p.2	LB
(5) Time Percentage: Does the provider have documentation to support how much time individual charged to other projects ?		x		No documentation	T-13 p.3	LB
Additional Comments:						

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B. Expenses	Yes	No	N/A	Exceptions		
Do invoices, cancelled checks, other support for the following expense items match what was reported on the IVPA closeout report(s) for the provider?						
(1) Rent		x		Questionable expenses of \$1,800 (100%)	T-13 p.3	LB
(2) Contractual Employment		x		Questionable expenses of \$3,027.53 (100%)	T-13 p.3	LB
(3) Professional/Contractual Services		x		Questionable expenses of \$4,006.26 (100%)	T-13 p.3	LB
(4) Telephone			x	No telephone charged to NRI program.	BE-25 p.3/tab 8/25	LB
(5) Postage			x	No postage charged to NRI program.	BE-25 p.3/tab 8/25	LB
(6) Training Costs		x		Questionable expenses of \$3,145.70 (100%)	T-13 p.3	LB
(7) Conference Registration			x	No conference registration charged to NRI program.	BE-25 p.3/tab 8/25	LB
(8) Equipment Rental/Lease			x	No equipment rental/lease charged to NRI program.	BE-25 p.3/tab 8/25	LB
(9) Office Supplies			x	No office supplies charged to NRI program.	BE-25 p.3/tab 8/25	LB

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(10) Program Supplies			x	No program supplies charged to NRI program.	BE-25 p.3/tab 8/25	LB
(11) Printing Supplies		x		Questionable expenses of \$1,497.16 (100%)	T-13 p.3	LB
(12) Photocopying Supplies			x	No photocopying supplies charged to NRI program.	BE-25 p.3/tab 8/25	LB
(13) Other Supply Expenses		x		Questionable expenses of \$336 (100%)	T-13 p.3	LB
(14) Staff Travel		x		Questionable expenses of \$5,834 (100%)	T-13 p.3	LB
(15) Client Travel			x	No client travel charged to NRI program.	BE-25 p.3/tab 8/25	LB
(16) Other Travel			x	No other travel charged to NRI program.	BE-25 p.3/tab 8/25	LB
(17) Office Furniture			x	No office furniture charged to NRI program	BE-25 p.3/tab 8/25	LB
(18) Computer/Electronic Equipment		x		Questionable expenses of \$800 (100%)	T-13 p.3	LB
(19) Other Equipment			x	No other equipment charged to NRI program.	BE-25 p.3/tab 8/25	LB

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Additional Comments:

C. Program Issues	Yes	No	N/A	Exceptions		
(1) Did provider have documentation to support that they coordinated/attended regular meetings for the NRI component issue?		x			Verified on site.	LB
(2) Did provider have documentation to support that staff attended training provided by IVPA on NRI?		x			Verified on site.	LB
(3) For each management position hired as part of NRI contractual agreement, what number of positions does that person supervise?				0	Asked on site.	LB
(4) For each management position hired as part of NRI contractual agreement, does that position report to anyone else within the providers organization?		x			Asked on site.	LB
(5) For organizations that provide additional NRI services, do expenses appear to be segregated to each community or component (no overlap)?			x	Christian Love MB Church did not provide additional NRI services.	BZ-5	LB

Category	Closeout Amt	Exception Amt	Percentage Unsupported	Cite	Review
Rent	\$1,800.00	\$1,800.00	100.00%	BE-25 p.3/tab 8/25	LB
Contractual Employment	\$3,027.53	\$3,027.53	100.00%	BE-25 p.3/tab 8/25	LB
Professional Services	\$4,006.26	\$4,006.26	100.00%	BE-25 p.3/tab 8/25	LB
Training	\$3,145.70	\$3,145.70	100.00%	BE-25 p.3/tab 8/25	LB
Printing	\$1,497.16	\$1,497.16	100.00%	BE-25 p.3/tab 8/25	LB
Other Supplies	\$336.00	\$336.00	100.00%	BE-25 p.3/tab 8/26	LB
Travel	\$5,834.00	\$5,834.00	100.00%	BE-25 p.3/tab 8/26	LB
Computer	\$800.00	\$800.00	100.00%	BE-25 p.3/tab 8/26	LB
Salary	\$46,425.39	\$46,425.39	100.00%	BE-25 p.3/tab 8/25	LB
Fringe	\$8,331.09	\$8,331.09	100.00%	BE-25 p.3/tab 8/25	LB
Total:	\$75,203.13	\$75,203.13	100.00%	calculation	LB

B. Expenses

C. Program Issues