



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

B46587

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July 8, 2016

TO: THE OFFICIALS OF FRANKLIN TOWNSHIP, RANDOLPH COUNTY, INDIANA

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of Franklin Township (Township), for the period of January 1, 2012 to December 31, 2015, to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts.

Our procedures were designed solely to satisfy the requirements of Indiana Code 5-11-1. Because our procedures were not designed to opine on the Township's financial statements, we did not follow auditing standards generally accepted in the United States of America. Accordingly, we do not express an opinion on any basic financial statement of the Township.

Management is responsible for preparing and maintaining its accounting records and related documents, as well as compliance with applicable state laws and uniform compliance guidelines established by the Indiana State Board of Accounts.

The Annual Financial Reports filed by the Township can be found on the Gateway website: <https://gateway.ifionline.org/>.

The Comments contained herein describe the identified reportable instances of noncompliance found as a result of the procedures we performed. Our procedures were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified.

Unresolved Comment from Prior Report

- *Federal Form 1099 was not issued for qualifying payments made in 2013 and 2015.*

Current Period Comments


- *Township Assistance Standards were not established in accordance with Indiana Code 12-20-5.5-1.*
- *Applications for Township Assistance were not always complete. Some applications did not provide adequate information to determine eligibility of the applicant.*
- *Several payments were observed for Township Assistance which did not contain adequate supporting documentation, such as receipts, invoices, and other public records.*
- *Depository reconciliations of the fund balances to the bank account balances appear to have been performed, but were not adequately documented.*

- *The Township did not fix the salaries of Township officers and employees for 2012, 2013, 2014, and 2015.*
- *The Certified Reports of Names, Addresses, Duties and Compensation of Public Employees (Form 100-R or its equivalent) for 2012, 2013, 2014, and 2015 were inaccurate. The amounts reported were "net pay" after withholdings rather than "gross pay" amounts.*
- *Each elected officer did not certify in writing that the officer had not violated Indiana Code 36-1-20.2 (Nepotism) by December 31, 2012, 2013, 2014, and 2015.*
- *Each elected officer did not certify in writing that the officer had not violated Indiana Code 36-1-21 (Contracting With a Unit) by December 31, 2012, 2013, 2014, and 2015.*
- *The records presented for review indicated the following disbursements in excess of budgeted appropriations:*

<u>Years</u>	<u>Fund</u>	<u>Excess Amount Disbursed</u>
2012	<i>Park</i>	\$ 1,711
2012	<i>Township Assistance</i>	135
2013	<i>Township</i>	855

This letter is intended for the information and use of the governing body and management of the Township. This restriction is not intended to limit the distribution of this letter, which is a matter of public record.

The contents of this letter were discussed on April 20, 2016, with Allan Holly, Township Trustee. Any Official Response attached to this letter was not verified for accuracy.


 Paul D. Joyce, CPA
 State Examiner