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October 24, 2022

Board of Commissioners  
St. Joseph County Housing Authority  
107 W. Center St.  
North Liberty, IN 46554

We have reviewed the audit report of the St. Joseph County Housing Authority, which was opined upon by Audit Solutions, LLC, Independent Public Accountants, for the period October 1, 2020 to September 30, 2021. Per the *Independent Auditor's Report*, the financial statements included in the report present fairly the financial condition of the St. Joseph County Housing Authority as of September 30, 2021, and the results of its operations for the period then ended, on the basis of accounting described in the report.

In our opinion, Audit Solutions, LLC, prepared the audit report in accordance with the guidelines established by the Indiana State Board of Accounts.

The audit report is filed with this letter in our office as a matter of public record.

A handwritten signature in black ink that reads "Tammy R. White".

Tammy R. White, CPA  
Deputy State Examiner

**ST. JOSEPH COUNTY HOUSING AUTHORITY  
NORTH LIBERTY, INDIANA**

**INDEPENDENT AUDITOR'S REPORT  
AND  
FINANCIAL STATEMENTS  
AND SUPPLEMENTARY INFORMATION**

**FOR THE YEAR ENDED SEPTEMBER 30, 2021**

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

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# Audit Solutions, LLC.

Certified Public Accountant

## INDEPENDENT AUDITOR'S REPORT

Board of Commissioners  
St. Joseph County Housing Authority  
North Liberty, Indiana

### **Report on the Financial Statements**

I have audited the accompanying financial statements of the business-type activities of the St. Joseph County Housing Authority (Authority), Indiana, as of and for the year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

### ***Opinions***

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the Authority, as of September 30, 2021, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages i-iv be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the Required Supplementary Information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

#### ***Supplementary Information***

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The supplemental information, as described in the table of contents and the Schedule of Expenditures of Federal Awards, which is required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplemental information, as described in the table of contents, is the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the supplemental information, as described in the table of contents, is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

#### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, I have also issued my report dated June 3, 2022, on my consideration of the Authority's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

### ***Audit Solutions, LLC***

Chesterfield, Missouri

June 3, 2022

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

**MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)**  
September 30, 2021

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This section of the Housing Authority of the County of St. Joseph, Indiana (Authority) annual financial report presents our management's discussion and analysis of the Authority's financial performance during the fiscal year ended on September 30, 2021. This discussion and analysis is designed to assist the reader in focusing on the significant financial issues and activities and to identify any significant changes in financial position. Please read and consider the information presented in conjunction with the financial statements as a whole.

For accounting purposes, the Housing Authority is classified as an enterprise fund. Enterprise funds account for activities similar to those found in the private business sector, where the determination of net income is necessary or useful to sound financial administration. Enterprise funds are reported using the full accrual method of accounting in which all assets, all deferred outflows of resources, all liabilities, and all deferred inflows of resources, associated with the operation of these funds are included on the Statement of Net Position. The focus of enterprise funds is on income measurement, which, together with the maintenance of equity, is an important financial indication.

**FINANCIAL HIGHLIGHTS**

- The term "net position" refers to the difference between assets plus deferred outflows of resources less liabilities and deferred inflows of resources. The Authority's total net position as of September 30, 2021 was \$81,498. The net position increased by \$22,239, an increase of 37.5% over the prior year.
- Revenues for the Authority were \$1,202,053 for the year ended September 30, 2021. This was an increase of \$42,193 or 3.6% over the prior year.
- Expenses for the Authority were \$1,179,814 for the year ended September 30, 2021. This was an increase of \$34,930 or 3.1% over the prior year.
- Government grants and subsidy for the Authority was \$1,189,371 for the year ended September 30, 2021, an increase of \$30,092 or 2.6% over the prior year.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

This annual report includes this *Management Discussion and Analysis* report, the *Basic Financial Statements* and the *Notes to the Financial Statements*. This report also contains the Financial Data Schedule (FDS) as referenced in the section of *Supplemental Information*. The Authority's financial statements are presented as fund level financial statements because the Authority only has proprietary funds.

**Required Financial Statements**

The financial statements of the Housing Authority report information of the Authority using accounting methods similar to those used by private sector companies. These statements offer short- and long-term financial information about its activities. The Statement of Net Position includes all the Authority's assets, deferred outflows of resources, liabilities, and deferred inflows of resources and provides information about the nature and amounts of investments in resources (assets and deferred outflows of resources) and obligations of the Authority creditors (liabilities and deferred inflows of resources). It also provides the basis for evaluating the capital structure of the Authority and assessing the liquidity and financial flexibility of the Authority.

All of the current year's revenues and expenses are accounted for in the Statement of Revenues, Expenses, and Changes in Fund Net Position. This statement measures the success of the Authority's operations over the past year and can be used to determine whether the Authority has successfully recovered all its costs through its user fees and other charges, profitability, and credit worthiness.

HOUSING AUTHORITY OF ST. JOSEPH COUNTY  
North Liberty, Indiana

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) – (Continued)  
September 30, 2021

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**OVERVIEW OF THE FINANCIAL STATEMENTS – (CONTINUED)**

*Required Financial Statements – (Continued)*

The final required financial statement is the Statement of Cash Flows. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing and financing activities and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in the cash balance during the reporting period.

*Notes to the Financial Statements*

The notes provide additional information that is essential to a full understanding of the data provided in the basic financial statements and provide more detailed data.

*Supplemental Information*

This report also contains the Financial Data Schedule (FDS) as referenced in the section of *Supplemental Data*. HUD has established *Uniform Financial Reporting Standards* that require Housing Authority's to submit financial information electronically to HUD using the FDS format. This financial information was electronically transmitted to the Real Estate Assessment Center (REAC) for the year ended September 30, 2021 and is required to be included in the audit reporting package.

**FINANCIAL ANALYSIS**

Net position may serve, over time, as a useful indicator of a government's financial position. As stated in the table below, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$81,498 at the close of the year ended September 30, 2021 up from \$59,259 in fiscal year 2020. The increase in net position of \$22,239 was due to the reasons noted below.

- Current assets increased \$24,584 from FY 2020 due to a \$19,040 increase in cash, \$5,315 increase in receivables and a \$229 increase in prepaid expenses.
- Restricted assets consist of cash and investments and decreased \$77,330 from FY 2020. Restricted cash was higher in FY 2020 primarily due to CARES Act Funds received, not yet expended as of fiscal year-end.
- Current liabilities decreased \$74,985 from FY 2020. Current liabilities were higher in FY 2020 mainly due to unearned revenue of \$69,723 from CARES Act Funds received, not yet expended as of fiscal year-end.

The unrestricted net position was \$81,002 as of September 30, 2021. This amount may be used to meet the Authority's ongoing obligations. The Authority has sufficient funds to meet requirements for cash outlays for nine months. The restricted net position was \$496 as of September 30, 2021. This amount may only be used for housing assistance payments in the Housing Choice Voucher program. At the end of the current fiscal year, the Authority is able to report positive balances in all categories of net position. The same situation held true for the prior fiscal year.

HOUSING AUTHORITY OF ST. JOSEPH COUNTY  
North Liberty, Indiana

**MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) – (Continued)**  
September 30, 2021

**FINANCIAL ANALYSIS – (CONTINUED)**

**CONDENSED STATEMENTS OF NET POSITION  
SEPTEMBER 30,**

	<u>2021</u>	<u>2020</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Current assets	\$ 92,559	\$ 67,975	\$ 24,584	36.2%
Restricted assets	496	77,826	(77,330)	-99.4%
Total Assets	<u>93,055</u>	<u>145,801</u>	<u>(52,746)</u>	-36.2%
Current liabilities	<u>11,557</u>	<u>86,542</u>	<u>(74,985)</u>	-86.6%
Total Liabilities	<u>11,557</u>	<u>86,542</u>	<u>(74,985)</u>	-86.6%
Net Position				
Restricted	496	8,103	(7,607)	-93.9%
Unrestricted	<u>81,002</u>	<u>51,156</u>	<u>29,846</u>	58.3%
Total Net Position	<u>\$ 81,498</u>	<u>\$ 59,259</u>	<u>\$ 22,239</u>	37.5%

While the Statement of Net Position shows the change in financial position of net position, the Statements of Revenues, Expenses, and Changes in Net Position provides answers as to the nature and source of these changes.

HOUSING AUTHORITY OF ST. JOSEPH COUNTY  
North Liberty, Indiana

**MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) – (Continued)**  
September 30, 2021

**FINANCIAL ANALYSIS – (CONTINUED)**

**CONDENSED STATEMENTS OF REVENUES, EXPENSES  
AND CHANGES IN NET POSITION**

	FY 2021	FY 2020	Dollar Change	Percent Change
<b>Revenues</b>				
Operating - non-operating - capital contributions:				
Governmental grants and subsidy	1,189,371	1,159,279	30,092	2.6%
Miscellaneous revenue	12,681	578	12,103	2093.9%
Investment income	1	3	(2)	-66.7%
Total Revenues	1,202,053	1,159,860	42,193	3.6%
<b>Expenses</b>				
Administrative	95,189	86,711	8,478	9.8%
Tenant services	-	11,979	(11,979)	-100.0%
Insurance	3,218	3,184	34	1.1%
General expense	3,367	3,496	(129)	-3.7%
Housing assistance payments	1,078,040	1,039,514	38,526	3.7%
Total Expenses	1,179,814	1,144,884	34,930	3.1%
Changes in net position	22,239	14,976	7,263	
Net position, beginning of year	59,259	44,283	14,976	
Prior period adjustments	-	-	-	
Net position, end of year	\$ 81,498	\$ 59,259	\$ 22,239	

As can be seen in the table above, total revenues increased \$42,193 due to the reasons noted below:

- Governmental grants and subsidy increased \$30,092 or 2.6% from FY 2020 due to an increase in revenue from CARES Act of \$44,241. This was partially offset by a decrease in HUD housing assistance for the housing choice voucher program of \$12,764 or 1.2%. The Authority also had a decrease in income from portability vouchers received from other housing authorities of \$1,385 or 2.2%.
- Miscellaneous revenue increased \$12,103 from FY 2020 due to an increase in revenue from fraud recovery.
- Investment income decreased \$2 from FY 2020.

HOUSING AUTHORITY OF ST. JOSEPH COUNTY  
North Liberty, Indiana

**MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) – (Continued)**  
September 30, 2021

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**FINANCIAL ANALYSIS - (CONTINUED)**

Total expenses increased \$34,930 due to the reasons noted below:

- Administrative expense increased \$8,478 or 9.8% from FY 2020 mainly due to an increase in administrative wages and benefits of \$5,773 or 10.1% and a \$2,645 increase in office and other administrative expenses.
- Tenant services decreased \$11,979 from FY 2020. Tenant service expense was higher in FY 2020 due to amounts expended from CARES Act.
- Insurance increased \$34 or 1.1% from FY 2020.
- General expense decreased \$129 or 3.7% from FY 2020.
- Housing assistance payments increased \$38,526 or 3.7% mainly due an increase in average housing assistance payment per unit of \$17.62 or 3.5%. The Authority also had a 0.9% increase in voucher lease-up rate. The average housing assistance payment was \$515.63 in FY 2021, up from \$498.01 in FY 2020.

The Authority is authorized to assist 224 households with the Housing Choice Vouchers Rental Assistance Program. The Section 8 lease-up rate for fiscal year ended September 30, 2021 was 74.0%, up from 73.3% in FY 2020.

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES**

The Authority is eligible to receive continuing budget authority during FY 2022 for assisting participants in the Housing Choice Vouchers program. In addition to continuing budget authority the Authority also has \$496 available in HAP Reserves and \$74,021 in HUD-Held Program Reserves to be used for housing assistance payments. Administrative fees for the Housing Choice Vouchers program will be based on actual utilization in FY 2022 and adjusted for pro-ration which is estimated at 85.800%.

**REQUEST FOR INFORMATION**

This financial report is designed to provide a general overview of the Authority's finances for all those with an interest in its finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to Executive Director, Housing Authority of the County of St. Joseph, 107 W. Center Street, P.O. Box 425, North Liberty, IN 46554.

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

**STATEMENT OF NET POSITION**  
September 30, 2021

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**ASSETS**

Current Assets:

Cash and cash equivalents	\$	69,441
Cash - restricted		496
Receivables - net of allowances		17,207
Prepaid expenses		<u>5,911</u>

Total Current Assets 93,055

Total Assets \$ 93,055

**LIABILITIES**

Current Liabilities:

Accounts payable	\$	<u>11,557</u>
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Total Current Liabilities 11,557

Total Liabilities 11,557

**NET POSITION**

Restricted		496
Unrestricted		<u>81,002</u>

Total Net Position 81,498

Total Liabilities and Net Position \$ 93,055

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
For the Year Ended September 30, 2021

<b>OPERATING REVENUES</b>	
Governmental grants and subsidy	\$ 1,189,371
Miscellaneous	<u>12,681</u>
Total operating revenue	<u>1,202,052</u>
<b>OPERATING EXPENSES</b>	
Administrative	95,189
Insurance	3,218
General	3,367
Housing assistance payment	<u>1,078,040</u>
Total operating expenses	<u>1,179,814</u>
Operating income (loss)	<u>22,238</u>
<b>NON-OPERATING REVENUES (EXPENSES)</b>	
Investment income	<u>1</u>
Net non-operating revenues (expenses)	<u>1</u>
Income (loss) before contributions and transfers	<u>22,239</u>
Change in net position	22,239
Total net position - beginning of year	<u>59,259</u>
Total net position - end of year	<u>\$ 81,498</u>

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

**STATEMENT OF CASH FLOWS**  
For the Year Ended September 30, 2021

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<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Received from governmental grants and subsidy	\$ 1,110,746
Received from other operating activities	10,246
Payments for goods and services	(38,262)
Payments to employees	(62,981)
Payment for housing assistance	<u>(1,078,040)</u>
Net cash provided by (used in) operating activities	<u>(58,291)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Receipts of interest and dividends	<u>1</u>
Net cash provided by (used in) investing activities	<u>1</u>
Net increase (decrease) in cash and cash equivalents	(58,290)
Cash and cash equivalents at beginning of year	<u>128,227</u>
Cash and cash equivalents at end of year	<u><u>\$ 69,937</u></u>
<b>Reconciliation of operating income (loss) to net cash provided (used) by operating activities</b>	
Operating income (loss)	\$ 22,238
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:	
Change in assets and liabilities:	
Receivables, net	(5,315)
Prepaid expenses	(229)
Accounts and other payables	(4,356)
Unearned revenues	<u>(70,629)</u>
Net cash provided by (used) by operating activities	<u><u>\$ (58,291)</u></u>

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS  
September 30, 2021

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The St. Joseph County Housing Authority (Authority) is a public body and a body corporate and politic organized under the laws of the State of Indiana that is legally separate, fiscally independent and governed by a Board of Commissioners. The Authority administers the Section 8 Housing Choice Vouchers program which provides housing for qualified individuals in accordance with the rules and regulations prescribed by the Department of Housing and Urban Development (HUD). The Authority is not subject to Federal or State income taxes and is not required to file Federal or State income tax returns.

The financial statements of the Authority have been prepared in conformity with Generally Accepted Accounting Principles (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this Note.

**1A. Financial Reporting Entity**

The Authority's financial reporting entity comprises the following:

Primary Government:                      Housing Authority

In determining the financial reporting entity, the Authority complies with the provisions of GASB Statement No. 14 as amended by GASB No. 39 and No. 61, "The Financial Reporting Entity," and includes all component units of which the Authority appointed a voting majority of the units' board; the Authority is either able to impose its will on the unit or a financial benefit or burden relationship exists. On the basis of the application of these criteria, there are no component units which are required to be included in the Authority's financial statements.

**1B. Basis of Presentation**

The accounts of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. The operations of each fund are reported as a separate set of self-balancing accounts that are comprised of each fund's assets, liabilities, fund equity, revenues, and expenditure/expenses. Funds consist of three major categories: governmental, proprietary and fiduciary. Funds within each major category are grouped by fund type in the combined financial statements. The Authority uses the following fund:

**Proprietary Fund Types** - This fund is used to account for the Authority's ongoing activities that are similar to those often found in the private sector. The accounting objectives are a determination of net income, financial position and changes in cash flow. All assets and liabilities associated with a proprietary fund's activities are included on its statement of net position. Proprietary fund equity is segregated into net investment in capital assets and restricted and unrestricted net position. The following are the Authority's proprietary fund types:

**Enterprise Fund** - Enterprise funds are used to account for business-like activities provided to the general public. These activities are financed primarily by user charges and the measurement of financial activity focuses on net income measurement similar to the private sector. The reporting entity includes all of the Authority's programs as an enterprise fund.

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS – (Continued)  
September 30, 2021

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

**1B. Basis of Presentation – (Continued)**

The Authority operates the following program in the enterprise fund:

**Section 8 Housing Choice Vouchers** - The objective of the program is to help low-income families obtain decent, safe, and sanitary housing through a system of rental assistance. HUD reimburses the Authority for the rental supplements paid to private landlords and the administrative costs of managing the program.

**HCV CARES Act** - The CARES Act provides funding to prevent, prepare for, and respond to COVID-19, and to maintain normal operations and take other necessary actions during the period the program is impacted by the pandemic.

**1C. Measurement Focus and Basis of Accounting**

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus - The proprietary fund utilizes an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or non-current) associated with their activities are reported. Proprietary fund equity is classified as net position.

Basis of Accounting - In the financial statements, the proprietary fund utilizes the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

**1D. Budgets**

Budgets are prepared for regulatory purposes in accordance with the Authority’s contract with HUD on an annual basis for the operating program which are approved by the Board of Commissioners and submitted to HUD for their approval, if required.

**1E. Estimates and assumptions**

The preparation of financial statements in conformity with generally accepted accounting principles require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could vary from those estimates.

**1F. Assets, Liabilities, and Equity**

Cash

For the purpose of the Statement of Net Position, “cash and cash equivalents” includes all demand, savings accounts, and certificates of deposits or short-term investments with an original maturity of three months or less. For the purpose of the Statement of Cash Flows, “cash and cash equivalents” include all demand and savings accounts, and certificates of deposit or short-term investments with an original maturity of three months or less.

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS – (Continued)  
September 30, 2021

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

**1F. Assets, Liabilities, and Equity – (Continued)**

Receivables

Receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable, if any, are based upon historical trends and the periodic aging of accounts receivable. Major receivable balance consists of miscellaneous and tenant fraud recovery.

Equity Classifications

Equity is classified as net position and displayed in two components:

- 1) Restricted net position - Consists of net position with constraints placed on the use either by (i) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; (ii) law through constitutional provisions or enabling legislation.
- 2) Unrestricted net position - All other net position that do not meet the definition of “restricted” or “net investment in capital assets.”

Use of Restricted/Unrestricted Net Position

When an expense is incurred for purposes for which both restricted and unrestricted are available, the Authority’s policy is to apply restricted assets to fund restricted costs and then unrestricted as they are needed.

**1G. Revenues, Expenditures, and Expenses**

Operating Revenues and Expenses

Operating revenues and expenses are those that result from providing services and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, non-capital financing, or investing activities.

**NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

The Authority and its component units, if any, are subject to various federal, state, and local laws and contractual regulations. An analysis of the Authority’s compliance with significant laws and regulations and demonstration of its stewardship over Authority resources follows.

**2A. Program Accounting Requirements**

The Authority's complies with all state and local laws and regulations requiring the use of separate programs. The programs used by the Authority are as follows:

<u>Program</u>	<u>Required By</u>
Section 8 Housing Choice Vouchers	U.S. Department of Housing and Urban Development
HCV CARES Act	U.S. Department of Housing and Urban Development

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS – (Continued)  
September 30, 2021

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**NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY – (Continued)**

**2B. Deposits and Investments Laws and Regulations**

It is the Authority’s policy for deposits to be secured by collateral valued at market or par, whichever is lower, less the amount of the Federal Deposit Insurance Corporation (FDIC) insurance. The Authority must maintain a written collateral agreement from all financial institutions pledging collateral to the Authority. As reflected in Note 3A, all deposits were fully insured or collateralized.

Investing is performed in accordance with HUD regulations and State Statutes. Funds may be invested in the following type of investments:

- Direct obligations of the U.S. Government pledged by its full faith and credit.
- Demand, savings, money-market and certificates of deposit at commercial banks, mutual savings banks, savings and loan associations and credit unions provided that the entire deposit be insured by the FDIC and any deposits in excess of insured amounts are adequately collateralized.

**2C. Revenue Restrictions**

The Authority has various restrictions placed over certain revenue sources. The primary restricted revenue sources include:

<u>Revenue Source</u>	<u>Legal Restrictions of Use</u>
Housing Assistance Payment Grant	For HAP purposes only
HCV CARES Act	COVID related expenses

For the year ended September 30, 2021, the Authority complied, in all material respects, with these revenue restrictions.

**NOTE 3 – DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS**

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, equity, revenues, and expenditures/expenses.

**3A. Cash**

As of September 30, 2021, the Authority had the following cash deposits and investments:

Total cash deposits \$ 69,937

Following is a reconciliation of the Authority’s deposit balances as of September 30, 2021:

Cash – unrestricted	\$ 69,441
Cash – restricted	<u>496</u>
Total	\$ <u>69,937</u>

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

**NOTES TO THE BASIC FINANCIAL STATEMENTS – (Continued)**  
September 30, 2021

**NOTE 3 – DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS – (Continued)**

**3A. Cash – (Continued)**

**Deposits**

Custodial Credit Risk - Deposits

The custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, the Authority will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. At September 30, 2021, the Authority's bank balances of \$133,258 were entirely covered by FDIC insurance or by the Public Deposit Insurance Fund (PDIF) which was created in 1937 to protect the public funds of the state and its political subdivisions deposited in approved financial institutions in the state of Indiana. The PDIF insures those public funds deposited in approved financial institutions which exceed the limits of coverage provided by federal deposit insurance. The fund is administered by the Indiana Board for Depositories.

**3B. Restricted Assets**

Restricted assets at September 30, 2021 consist of the following:

Type of Restricted Assets	Cash	Investments	Accrued Interest	Total
Cash restricted – HAP	\$ 496	\$ ---	\$ ---	\$ 496
Total	\$ 496	\$ ---	\$ ---	\$ 496

**3C. Accounts Receivable**

Receivables at September 30, 2021 consist of the following:

Tenants – Fraud recovery	\$ 9,327
HUD	1,996
PHA projects – port-ins	884
Miscellaneous	5,000
Total receivable – net of allowance	\$ 17,207

**3D. Accounts Payable**

Accounts payable at September 30, 2021 consist of the following:

Vendors	\$ 1,314
HAP	2,243
HUD	8,000
Total Accounts Payable	\$ 11,557

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

NOTES TO THE BASIC FINANCIAL STATEMENTS – (Continued)  
September 30, 2021

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**NOTE 4 – OTHER NOTES**

**4A. Employee Pension Plan**

The Authority does not provide pension benefits to its employees. As such, no pension contributions were made in FY 2021.

**4B. Financial Data Schedule**

The Authority prepares its Financial Data Schedule (FDS) in accordance with HUD requirements in a prescribed format which differs from the presentation of the basic financial statements. The FDS format excludes Housing Assistance Payment (HAP) and includes investment income in operating activities, which differs from the presentation of basic financial statements.

**4C. Risk Management**

The Authority is exposed to various risks of losses related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employee's health and life; and natural disasters. Claims liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. The Authority manages these various risks of loss as follows:

<b><u>Type of Loss</u></b>	<b><u>Method Managed</u></b>
a. Torts, errors and omissions	Purchased insurance with Mt. Vernon Fire Insurance Co.
b. Injuries to employees (workers' compensation)	Purchased insurance with Auto-Owners Insurance. Claims are administered by the same company.

Management believes such coverage is sufficient to preclude any significant uninsured losses to the Authority. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

**4D. Contingencies**

The Authority is subject to possible examinations made by Federal and State authorities who determine compliance with terms, conditions, laws and regulations governing other grants given to the Authority in the current and prior years. No significant violations of finance-related legal or contractual provisions occurred.

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

**NOTES TO THE BASIC FINANCIAL STATEMENTS – (Continued)**  
September 30, 2021

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**NOTE 4 – OTHER NOTES – (Continued)**

**4E. Subsequent Events**

Events that occur after the balance sheet date but before the financial statements were issued must be evaluated for recognition or disclosure. The effects of subsequent events that provide evidence about conditions that existed at the balance sheet date are recognized in the accompanying financial statements. Subsequent events, which provide evidence about conditions that existed after the balance sheet date, require disclosure in the accompanying notes.

In December 2019, an outbreak of a novel strain of coronavirus (COVID-19) originated in Wuhan, China and has since spread to other countries, including the U.S. On March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic. In addition, multiple jurisdictions in the U.S. have declared a state of emergency. It is anticipated that these impacts will continue for some time. There has been no immediate impact to the Authority's operations. Future potential impacts may include disruptions or restrictions on our employees' ability to work or the tenants ability to pay the required monthly rent. Operating functions that may be changed include intake, recertifications and maintenance. Changes to the operating environment may increase operating costs. Additional impacts may include the ability of tenants to continue making rental payments as a result of job loss or other pandemic related issues. The future effects of these issues are unknown.

Management evaluated the activity of the Authority through June 3, 2022 and concluded that no additional subsequent events have occurred that would require adjustment to or disclosures within these financial statements except for the one noted above.

**4F. Economic Dependency**

The Authority is primarily dependent upon HUD for the funding of operations; therefore, the Authority is affected more by the federal budget than by local economic conditions. The funding of programs could be significantly affected by the 2022 federal budget.

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
For the Year Ended September 30, 2021

Federal Grantor	Federal CFDA #	Total Federal Expenditures
<b><u>U.S. Department of Housing and Urban Development</u></b>		
Housing Voucher Cluster:		
Section 8 Housing Choice Vouchers	14.871	\$ 1,058,293
Section 8 Housing Choice Vouchers – Cares Act	14.871	69,723
Section 8 Housing Choice Vouchers - IHCD (pass through)	14.871	61,355
<b>Total Expenditures of Federal Awards</b>		<b>\$ 1,189,371</b>

**NOTE 1 – BASIS OF PRESENTATION**

The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the federal grant activity of the St. Joseph County Housing Authority (Authority) under programs of the federal government for the year ended September 30, 2021. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Authority, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Authority.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Expenditures reported on the schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The Authority has elected not to use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

**FINANCIAL DATA SCHEDULE**  
Year Ended September 30, 2021

	14.871 Housing Choice Vouchers	14. HCC HCV CARES Act Funding	Subtotal	Total
111 Cash - Unrestricted	\$69,441		\$69,441	\$69,441
113 Cash - Other Restricted	\$496		\$496	\$496
100 Total Cash	\$69,937	\$0	\$69,937	\$69,937
121 Accounts Receivable - PHA Projects	\$884		\$884	\$884
122 Accounts Receivable - HUD Other Projects	\$1,996		\$1,996	\$1,996
125 Accounts Receivable - Miscellaneous	\$5,000		\$5,000	\$5,000
128 Fraud Recovery	\$9,327		\$9,327	\$9,327
128.1 Allowance for Doubtful Accounts - Fraud	\$0		\$0	\$0
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$17,207	\$0	\$17,207	\$17,207
142 Prepaid Expenses and Other Assets	\$5,911		\$5,911	\$5,911
150 Total Current Assets	\$93,055	\$0	\$93,055	\$93,055
290 Total Assets	\$93,055	\$0	\$93,055	\$93,055
312 Accounts Payable <= 90 Days	\$1,314		\$1,314	\$1,314
331 Accounts Payable - HUD PHA Programs	\$8,000		\$8,000	\$8,000
345 Other Current Liabilities	\$2,243		\$2,243	\$2,243
310 Total Current Liabilities	\$11,557	\$0	\$11,557	\$11,557
300 Total Liabilities	\$11,557	\$0	\$11,557	\$11,557
511.4 Restricted Net Position	\$496		\$496	\$496
512.4 Unrestricted Net Position	\$81,002	\$0	\$81,002	\$81,002
513 Total Equity - Net Assets / Position	\$81,498	\$0	\$81,498	\$81,498
600 Total Liabilities, Deferred Inflows of Resources and Equity - Net	\$93,055	\$0	\$93,055	\$93,055

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

**FINANCIAL DATA SCHEDULE – (Continued)**  
Year Ended September 30, 2021

	14.871 Housing Choice Vouchers	14. HCC HCV CARES Act Funding	Subtotal	Total
70600 HUD PHA Operating Grants	\$1,058,293	\$69,723	\$1,128,016	\$1,128,016
70800 Other Government Grants	\$61,355		\$61,355	\$61,355
71100 Investment Income - Unrestricted	\$1		\$1	\$1
71400 Fraud Recovery	\$12,681		\$12,681	\$12,681
70000 Total Revenue	\$1,132,330	\$69,723	\$1,202,053	\$1,202,053
91100 Administrative Salaries	\$51,997	\$6,420	\$58,417	\$58,417
91200 Auditing Fees	\$5,200		\$5,200	\$5,200
91500 Employee Benefit contributions - Administrative	\$4,062	\$502	\$4,564	\$4,564
91600 Office Expenses	\$8,275	\$200	\$8,475	\$8,475
91800 Travel	\$131		\$131	\$131
91900 Other	\$9,472	\$8,930	\$18,402	\$18,402
91000 Total Operating - Administrative	\$79,137	\$16,052	\$95,189	\$95,189
96120 Liability Insurance	\$2,085		\$2,085	\$2,085
96130 Workmen's Compensation	\$1,133		\$1,133	\$1,133
96100 Total insurance Premiums	\$3,218	\$0	\$3,218	\$3,218
96200 Other General Expenses	\$3,367		\$3,367	\$3,367
96000 Total Other General Expenses	\$3,367	\$0	\$3,367	\$3,367
96900 Total Operating Expenses	\$85,722	\$16,052	\$101,774	\$101,774
97000 Excess of Operating Revenue over Operating Expenses	\$1,046,608	\$53,671	\$1,100,279	\$1,100,279
97300 Housing Assistance Payments	\$971,394	\$53,671	\$1,025,065	\$1,025,065
97350 HAP Portability-In	\$52,975		\$52,975	\$52,975
90000 Total Expenses	\$1,110,091	\$69,723	\$1,179,814	\$1,179,814
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	\$22,239	\$0	\$22,239	\$22,239
11030 Beginning Equity	\$59,259	\$0	\$59,259	\$59,259
11170 Administrative Fee Equity	\$81,002		\$81,002	\$81,002
11180 Housing Assistance Payments Equity	\$496		\$496	\$496
11190 Unit Months Available	2133		2133	2133
11210 Number of Unit Months Leased	1988		1988	1988



# Audit Solutions, LLC.

Certified Public Accountant

## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Commissioners  
St. Joseph County Housing Authority  
North Liberty, Indiana

I have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities of the St. Joseph County Housing Authority (Authority), Indiana, as of and for the year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued my report thereon dated June 3, 2022.

### **Internal Control Over Financial Reporting**

In planning and performing my audit of the financial statements, I considered the Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, I do not express an opinion on the effectiveness of the Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during my audit I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Audit Solutions, LLC*

Chesterfield, Missouri

June 3, 2022



# Audit Solutions, LLC.

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Certified Public Accountant

## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Commissioners  
St. Joseph County Housing Authority  
North Liberty, Indiana

### **Report on Compliance for Each Major Federal Program**

I have audited the St. Joseph County Housing Authority (Authority), Indiana's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended September 30, 2021. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

### ***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

### ***Auditor's Responsibility***

My responsibility is to express an opinion on compliance for each of the Authority's major federal programs based on my audit of the types of compliance requirements referred to above. I conducted my audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances.

I believe that my audit provides a reasonable basis for my opinion on compliance for each major federal program. However, my audit does not provide a legal determination of the Authority's compliance.

### ***Opinion on Each Major Federal Program***

In my opinion, the St. Joseph County Housing Authority, Indiana, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2021.

### **Report on Internal Control Over Compliance**

Management is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing my audit of compliance, I considered the Authority's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of the Authority's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

My consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. I did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of my testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

***Audit Solutions, LLC***

Chesterfield, Missouri

June 3, 2022



# Audit Solutions, LLC.

Certified Public Accountant

## INDEPENDENT AUDITORS REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Commissioners  
St. Joseph County Housing Authority  
North Liberty, Indiana

I have performed the procedure described in the second paragraph of this report, which was agreed to by the St. Joseph County Housing Authority and the U.S. Department of Housing and Urban Development, Public Indian Housing - Real Estate Assessment Center (PIH-REAC), solely to assist them in determining whether the electronic submission of certain information agrees with the related hard copy documents included within the OMB Uniform Guidance reporting package. The Authority is responsible for the accuracy and completeness of the electronic submission. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in the Government Auditing Standards issued by the Comptroller General of the United States. The sufficiency of the procedure is solely the responsibility of those parties specified in this report. Consequently, I make no representation regarding the sufficiency of the procedure described below either for the purpose for which this report has been requested or for any other purpose.

I compared the electronic submission of the items listed in the "UFRS Rule Information" column with the corresponding printed documents listed in the "Hard Copy Documents" column. The results of the performance of my agreed-upon procedure indicate agreement or non-agreement of the electronically submitted information and hard copy documents as shown in the chart below.

I was engaged to perform an audit in accordance with the audit requirements of Title 2 U.S. Code of the Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), by the Authority as of and for the year ended September 30, 2021 and have issued my report thereon dated June 3, 2022. The information in the "Hard Copy Documents" column was included within the scope or was a by-product of that audit. Further, my opinion on the fair presentation of the Financial Data Schedule (FDS) dated June 3, 2022, was expressed in relation to the basic financial statements of the Authority taken as a whole.

A copy of the reporting package required by Uniform Guidance, which includes the auditor's reports, is available in its entirety from the Authority. I have not performed any additional procedures since the date of the aforementioned audit reports. Further, I take no responsibility for the security of the information transmitted electronically to the U.S. Department of Housing and Urban Development, PIH-REAC.

This report is intended solely for the information and use of the Authority and the U.S. Department of Housing and Urban Development, PIH-REAC, and is not intended to be and should not be used by anyone other than these specified parties.

*Audit Solutions, LLC*

Chesterfield, Missouri  
June 3, 2022

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

**AGREED UPON PROCEDURES**  
September 30, 2021

<b>Procedure</b>	<b>UFRS Rule Information</b>	<b>Hard Copy Document(s)</b>	<b>Agrees</b>
1	Balance Sheet and Revenue and Expense (data line items 111 to 1121)	Financial Data Schedule, all CFDA's	√
2	Footnotes (data element G5000-010)	Footnotes to audited basic financial statements	√
3	Type of opinion to FDS (data element G5100-010)	Auditor's supplemental report on FDS	√
4	Audit findings narratives (data element G5200-010)	Schedule of Findings and Questioned costs	√
5	General Information (data element series G2000, G2100, G2200, G2300, G90000, G9100)	OMB Data Collection Form	√
6	Financial statement report information (data element G3000-010 to G3000-050)	Schedule of Findings and Questioned costs, Part 1 and OMB Data Collection Form	√
7	Federal program report information (data element G4000-020 to G4000-040)	Schedule of Findings and Questioned costs, Part 1 and OMB Data Collection Form	√
8	Type of compliance requirement (G4000-020 & G4000-030)	OMB Data Collection Form	√
9	Basic financial statements and auditors' reports required to be submitted electronically	Basic financial statements (inclusive of auditor reports)	√

ST. JOSEPH COUNTY HOUSING AUTHORITY  
North Liberty, Indiana

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
September 30, 2021

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**Section I - Summary of Auditor's Results**

**Financial Statements**

Type of auditor's report issued:	Unmodified
<u>Internal control over financial reporting:</u>	
➤ Material weakness(es) identified?	No
➤ Significant deficiency(ies) identified?	None Reported
Noncompliance material to financial statements noted?	No

**Federal Awards**

<u>Internal control over major programs:</u>	
➤ Material weakness(es) identified?	No
➤ Significant deficiency(ies) identified?	None Reported
Type of auditor's report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	No
<u>Identification of Major programs:</u>	
➤ CFDA #14-871      Housing Choice Vouchers	
Dollar threshold used to distinguish between type A and type B programs:	\$750,000
Auditee qualified as low-risk auditee?	Yes

**Section II - Financial Statement Findings**

The current audit report for the year ended September 30, 2021 disclosed no Financial Statement audit findings.

**Section III - Federal Award Findings and Questioned Costs**

The current audit report for the year ended September 30, 2021 disclosed no Federal Awards audit findings and questioned costs.