

ARORP Annual Audit Form

The purpose of this annual audit is to ensure compliance with ARORP requirements; to confirm appropriate progress in the opioid abatement project approved by ARORP, city and county officials, the ARORP Advisory Board, administrators of the Qualified Settlement Fund (QSF), the Association of Arkansas Counties, and the Arkansas Municipal League; and to verify proper stewardship of opioid settlement dollars.

General Information

Organization: NEA Divine Intervention

ARORP #: ARORP22-009

Project Title: NEA Divine Intervention

Date of Audit: 1/9/24

How many years has this project been active: 1

How many years remain: 0

Is this the project's final audit? YES

Attendees Present at Audit: Shalinda Woolbright, Matthew Clark, Kirk Lane (Zoom), Tenesha Barnes, Joy Spence

Milestone Completion

Quarter 1

Were Quarter 1 Milestones completed? YES

If "no," was the adjustment approved by ARORP? NA

Were Quarter 1 Milestones completed on time? YES

If "no," was the adjustment approved by ARORP? NA

Quarter 2

Were Quarter 2 Milestones completed? YES

If "no," was the adjustment approved by ARORP? NA

Were Quarter 2 Milestones completed on time? YES

If "no," was the adjustment approved by ARORP? NA

Quarter 3

Were Quarter 3 Milestones completed? YES

If "no," was the adjustment approved by ARORP? NA

Were Quarter 3 Milestones completed on time? YES

If "no," was the adjustment approved by ARORP? NA

Quarter 4

Were Quarter 4 Milestones completed? YES

If "no," was the adjustment approved by ARORP? NA

Were Quarter 4 Milestones completed on time? YES

If "no," was the adjustment approved by ARORP? NA

All Quarters

Based on **project milestones**, is the project currently in compliance? YES

If no, what is needed to bring the project into compliance? NA

Data Tracking

Quarter 1

Was the Quarter 1 Data Tracking Report submitted? YES

Was the Quarter 1 Data Tracking Report submitted past the deadline? NO

Are there any concerns with the project's progress based on project data submitted? NO

Were concerns addressed in a way that is approved by ARORP? NA

Quarter 2

Was the Quarter 2 Data Tracking Report submitted? YES

Was the Quarter 2 Data Tracking Report submitted past the deadline? NO

Are there any concerns with the project's progress based on project data submitted? NO

Were concerns addressed in a way that is approved by ARORP? NA

Quarter 3

Was the Quarter 3 Data Tracking Report submitted? YES

Was the Quarter 3 Data Tracking Report submitted past the deadline? NO

Are there any concerns with the project's progress based on project data submitted? NO

Were concerns addressed in a way that is approved by ARORP? NA

Quarter 4

Was the Quarter 4 Data Tracking Report submitted? YES

Was the Quarter 4 Data Tracking Report submitted past the deadline? NO

Are there any concerns with the project's progress based on project data submitted? NO

All Quarters

Based on **data submitted**, is the project currently in compliance? YES

If no, what is needed to bring project into compliance?

- NEA Divine Intervention will make edits in the data tracking to remove any excess information and streamline the information, making it clear.

Financial Audit

Please produce all receipts requested. If you are not able to produce requested receipts, ARORP will request the funding returned within three business days of the audit. If you are able to produce the receipt or invoice within one business day of the ARORP audit, the request for returned funding may be waived.

Which receipts were requested? ALL RECIEPTS

Were all receipts presented? NO

If no, what receipts were not presented and for what amounts?

Missing a receipt for \$300.00 for the Sobriety Ball.

Missing a receipt for T-Shirts for \$400.00.

Do all receipts match the annotated budget? NO

If no, what receipts did not match the budget, and for what amounts?

There were two charges for Me Over Meth hotel fee for \$152.00. There will need to be an additional \$152.00 paid back to ARORP.

There are two charges to Randy's Sign for \$1462.11. However, by receipt verification one of the payments was only \$1,179.94. She will owe back \$282.17 on this line item.

Have any line items exceeded the allocated budget? YES

The Peer Supervisor salary will be \$606.27 over.

Were all budgeted items obtained? YES / NO

Were all deviations from the original budget approved by ARORP? (Any adjustments of funding from one line item to another must be approved.) YES / NO

Based on the financial audit, is the project currently in compliance? NO

If no, what must be completed to bring the project into compliance (list due date)?

- NEA Divine Intervention will make edits in the data tracking to remove any excess information and streamline the information, making it clear.
- NEA Divine Intervention will make edits to her budget to reflect updates in payroll.
- NEA Divine Intervention will pay for \$400 for web design to complete the invoice which is not reflected in the current budget. This will need to be updated in the budget. We will need a receipt for this.
 - o If the receipt for this is not produced, she will owe \$54,330.68.
- NEA Divine intervention will need to produce receipts for \$400 and \$300.
 - o If receipts are not produced, she will repay \$53,230.68.
- If all three needed receipts are not produced, she will owe \$55,030.68.
- If all three needed receipts are produced, she will owe \$53,930.68.

Compliance

Is this project in compliance with ARORP requirements? NO as of the date of the annual evaluation.

If “no,” what steps must be taken to regain compliance?

Partnership

What were some successes and challenges with your project?

- Successes were NEA Divine learned a lot about bookkeeping and the process of running a business.
- Challenges were that there was too much on the Director’s plate: Director, Peer Supervisor, Book Keeper.
- One challenge is stigma in the community. The Director got signatures, but she couldn’t get signatures or a response from Lawrence County. Greene County is ready for support.
- Another challenge that there are few male peers in northeast Arkansas. This is a barrier in terms of comfort working with a vulnerable population at night.
- Another challenge is that the Director is a “penny pincher”—but ARORP assured her that that is a success!

Is there anything ARORP could do differently to make your partnership more successful?

- Stress for new people that we are here to help and provide guidance.
- It would be helpful to offer a workshop on how to itemize stuff.
- Have a meeting with partners to help us work together.

Update: Regaining Compliance

Were all necessary steps taken for the project to regain compliance? **YES.**

- NEA Divine Intervention returned an updated annotated budget and data tracking sheet within three business days of the audit.
- NEA Divine Intervention produced invoices/receipts for three missing amounts totaling \$1,100 within one business day of the audit.
- NEA Divine Intervention provided a check for \$53,930.68 as determined in their annual evaluation.

Signature of Director Kirk Lane



Date

1-26-24

Signature of Deputy Director Tenesha Barnes



Date

1/26/24