

## 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: Hot Springs Police Department

ARORP #: 22-002

Project Title: Hot Springs Police Department Overdose Response Team

Date of Audit: March 26, 2024

How many years has this project been active: 1 Year

How many years remain: 1 Years

Is this the project's final audit? NO

Attendees Present at Audit: Jesus Anaya (HSPD), Carrie Montgomery (HSPD), Tia McGraw (HSPD), Billy Hvratin (HSPD), Brian Branstetter (HSPD), Kirk Lane (ARORP), Tenesha Barnes (ARORP), Joy Spence (ARORP)

**Milestone Completion**

**Quarter 1**

Were Quarter 1 Milestones completed? **YES**

Were Quarter 1 Milestones completed on time? **YES**

**Quarter 2**

Were Quarter 2 Milestones completed? **YES**

Were Quarter 2 Milestones completed on time? **YES**

**Quarter 3**

Were Quarter 3 Milestones completed? **YES**

Were Quarter 3 Milestones completed on time? **YES**

**Quarter 4**

Were Quarter 4 Milestones completed? **YES**

Were Quarter 4 Milestones completed on time? **YES**

**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**

**Notes:** *This project originally started 1/1/23 and ended 1/1/25. The project timeline has been updated to 3/1/23 to 3/1/25. All project milestones were completed on time.*

**Data Tracking**

**Quarter 1**

Was the Quarter 1 Data Tracking Report submitted? **YES**

Was the Quarter 1 Data Tracking Report submitted past the deadline? **YES**

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

**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**

**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**

**Quarter 4**

Was the Quarter 4 Data Tracking Report submitted? **YES**

Was the Quarter 4 Data Tracking Report submitted past the deadline? **YES**

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? **NA**

**Notes:** *This project is in compliance based on project milestones. Two reports were submitted past the deadline, but all have been submitted.*

**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 receipts presented? **NO**

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

**Notes:**

- *A receipt for GrayKey for \$20,120. (Submitted to ARORP 3/26/24)*
- *A receipt from Walmart for a phone charger for \$23.15. (Submitted to ARORP 3/26/24)*
- *All receipts scanned over to AORRP. (Submitted to ARORP 5/1/24)*

Do receipts match the annotated budget? **YES**

**Notes:**

- *Receipts appear to match the budget, but ARORP has requested a new 2023-2024 budget to show more detail.*

Have any line items exceeded the allocated budget? **YES**

**Notes:**

- *Several items exceeded the allocated budget, but HSPD absorbed these additional costs.*

Were all budgeted items obtained? **NO**

**Notes:**

- *NIK Test Kits were not obtained.*

Were all deviations from the original budget approved by ARORP? (Any adjustments of funding from one line item to another must be approved.) **YES**

Based on the financial audit, is the project currently in compliance? **NO** (*Compliance was regained 6/7/24*)

If no, what must be completed to bring the project into compliance?

**Notes:**

- *This project must submit all receipts listed above*
- *This project must submit an updated 2023-2024 annotated budget*
- *If above receipts are submitted, this project must return \$15,262.45*

**Compliance**

Is this project in compliance with ARORP requirements? **NO** (*Compliance was regained 6/7/24*)

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

**Notes:**

- *This project must submit all receipts listed above*
- *This project must submit an updated 2023-2024 annotated budget*
- *If above receipts are submitted, this project must return \$15,262.45*

**Partnership**

What were some successes and challenges with your project?

**Notes:**

- *Successful events included Christmas in Recovery and the Overdose Response Team Conference both hosted by HSPD.*

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

**Regaining Compliance**

*All requested receipts were submitted to ARORP by 5/1/24, and HSPD returned \$15,262.45 on 6/7/24. As of 6/7/24, this project is in compliance.*

**ARORP Leadership**

Signature of Director Kirk Lane



Date

6-12-24

Signature of Deputy Director Tenesha Barnes



Date

6.12.24