

## 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: PAYS Coalition

ARORP #: 23-065

Project Title: PAYS Coalition COPE

Date of Audit: June 26, 2024

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: Pam Catlin (PAYS), Carry Manuel (PAYS), Cal Catlin (PAYS), 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: All 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? **NO**

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? **YES**

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

*Notes: This quarterly report due date occurred while ARORP was transitioning to the Redcap reporting system.*

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? **NA**

*Notes: All milestones were completed on time.*

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 RECEIPTS**

Were receipts presented? **YES**

**Notes:** *Some receipts were presented after the annual evaluation.*

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

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

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

**Notes:** *Listed in the annotated budget. Adjustments are approved by ARORP.*

Were all budgeted items obtained? **YES**

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? Yes *(Updated 8/28/24)*

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

**Notes:** *PAYS Coalition must return \$2,404.54 in unused or misspent funds based on the budget provided. Funds were returned August 28, 2024.*

**Compliance**

Is this project in compliance with ARORP requirements? **YES** (Updated August 28, 2024)

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

**Notes:** PAYS Coalition must return \$2,404.54 in unused or misspent funds based on the budget provided. Funds were returned August 28, 2024.

**Partnership**

What were some successes and challenges with your project?

**Successes:**

- PAYS beat the challenge and got it done.
- PAYS was able to develop a youth advisory board across two counties (SEADS).

**Challenges:**

- The accounting was a challenge.
- It was difficult to find the people to go the training because everyone sent to the training had full time jobs.
- Getting the twelve sectors willing to participate, sign, and do the job was a challenge.

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

**Notes:**

- Communication was amazing.
- Is there a way to see if the coalition to be mentored has the capacity to complete the project on the front end?
- It was great to have funding to hire a professional grant writer.

**ARORP Leadership Signatures**

Signature of Director Kirk Lane



Date

11-25-24

Signature of Deputy Director Tenesha Barnes



Date

11/25/24