



STATE OF NORTH CAROLINA
Office of the State Auditor

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State Auditor

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July 13, 2007

Mr. Chris Battle, Executive Director
United Community Ministries
P. O. Box 2624
Rocky Mount, NC 27802

RE: State Grants—

Department of Agriculture—State Fiscal Year 2006, \$3,468.03

Department of Health and Human Services—State Fiscal Year 2005, \$41,370.39,
State Fiscal Year 2006, \$42,590.48.

Grants Overview:

NC Department of Agriculture and Consumer Services-USDA Donated Commodities—This grant awards to the grantee authority to supervise and control the storage, handling and use of all USDA donated commodities in quantities that can be stored and fully utilized for the benefit of the participants served in the program.

NC Department of Health and Human Services-Division of Public Health—The grant is provided under the USDA Child and Adult Care Food Program. Its purpose is to provide nutritious meals and snacks to eligible children and adults who are enrolled in participating child care centers, day care homes, and adult day care centers.

Dear Mr. Battle:

We completed an examination of grant activities for United Community Ministries consisting of certain limited procedures listed below. This examination, conducted on June 26, 2007, was related to the management of the State grant funds referenced above. Our objective was to identify whether or not deficiencies in internal control; instances of noncompliance with laws, regulations, and provisions of contracts or grants agreements; and/or deficiencies in the management of financial resources existed at that time.

The procedures employed do not constitute an audit, examination or a review as described in professional standards governing those types of services. Furthermore, our procedures were not agreed upon by you or any third party. Our procedures do not provide a basis for providing any level of assurance regarding internal control, compliance or financial management and should not be relied upon for that purpose.

Specifically, our procedures consisted of the following:

- Interviewing personnel;
- Examining accounting and other grant records for the purpose of identifying state grant transactions;
- Examining documentation supporting selected transactions and balances;
- Reviewing available policies and procedures.

The results of the examination did not disclose internal control deficiencies, instances of noncompliance, and/or other matters of concern at that point in time. Thus, you do not need to provide a written response to this letter.

This letter will be published on our Electronic Publication System (EPS) at www.ncauditor.net. You and others who are interested in the publication should register with EPS on the web site. Registered parties will receive an email notification and a link to the publication as soon as it is available.

This letter is intended solely for the information and use of the board of directors, management of United Community Ministries, the Governor, the General Assembly, and grantor agencies and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,



Leslie W. Merritt, Jr., CPA, CFP
State Auditor

LWMjr/jhp

Cc: Commissioner Steve Troxler
Department of Agriculture and Consumer Services
Secretary Carmen Hooker Odem
Department of Health and Human Services
Ms. Laketha Miller, Controller
Department of Health and Human Services