

ACJC Grant Program: Drug, Gang, and Violent Crime Control

Period Title: FY15 Cycle 28

Project Title: Prosecution for Gila County Narcotics Task Force

Purpose Area: P - Prosecution

Is this a continuation request? No

Applicant Agency: Agency Name: Gila County Attorney's Office  
Department Name: None  
DUNS Number: 148942451  
AFIS Vendor ID: 18660004440  
AFIS Mail Code: 400

Participating Agencies: Gila County Attorney's Office in tandem with the Gila County Narcotics Task Force.

Authorized Official: Mailing Address: Beauchamp, Bradley D (Gila County Attorney)  
1400 E. Ash Street  
Globe, Arizona 85501  
Email: bbeauchamp@gilacountyaz.gov  
Phone: 928-402-8630  
Fax: 928-425-3720  
Agency: Gila County Attorney's Office  
Department: None

Project Official: Mailing Address: Beauchamp, Bradley D (Gila County Attorney)  
1400 E. Ash Street  
Globe, Arizona 85501  
Email: bbeauchamp@gilacountyaz.gov  
Phone: 928-402-8630  
Fax: 928-425-3720  
Agency: Gila County Attorney's Office  
Department: None

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**Project Mission Statement**

*Response is limited to 1,500 characters, including spaces.*

Enter narrative below:

Aggressive prosecution of all drug related offenses and violent crimes committed in Gila County, Arizona. As part of the strategy on curbing drug related offenses the Gila County Attorney's Office will file asset forfeiture actions when appropriate. Additionally, the Gila County Attorney's Office employs a full-time public agency liaison that assists in arranging education and training for the Gila County Narcotics Task Force and other agencies which has resulted in more effective filings on drug and violent crime cases and subsequent prosecution. Assistance is offered to community based and educational programs relating to the curbing of drug and violent crime offenses. In addition to coordination with the Gila County Narcotics Task Force, coordination with all law enforcement agencies within Gila County including the Tonto Apache Tribe and San Carlos Apache Tribe is a vital part of the commitment by the Gila County Attorney's Office to aggressively prosecute crime.

**Problem Statement**

Identify the problem in your community that the grant funded program will address. Be very specific and include statistical data to define the severity of the identified problems. *Response is limited to 7,000 characters, including spaces.*

Enter narrative below:

Gila County is rural with a land area of 5,000 square miles, with the majority of the land in Gila County being publically owned. Gila County has a population of approximately 50,000 full-time residents with the population of the northern part of the county increasing by approximately 20 percent during the summer months with no increase of law enforcement personnel. Two large casinos located in Gila County have steadily increased the transient population. The San Carlos Apache Tribal Police has had an increase of drug offenses committed by non-tribal members on casino property with cases being prosecuted through the Gila County courts. The highways in Gila County are major thoroughfares bisecting the State with many of the major possession for sale and transportation drug offenses being committed by persons moving from state to state. Drug and violent crime cases require the involvement of the Gila County Attorney's Office in more than 20% of the cases prior to the charging stage as most Gila County law enforcement agencies are short staffed and are unable to complete follow-up and witness interviews necessary prior to charging. The Gila County Attorney's Office reviews for charging an average of 900 drug related offenses each year. There has been an increase of approximately 40% on heroin offenses and 10% on methamphetamine offenses in the past year. With an increase of drug offenses, there is an increase of other crime, as thefts and burglary are often a means to obtain the funds for purchase of drugs.

**Project Summary**

Provide a summary of the program the ACJC grant funds will support. Include how the program addresses the problem in the community, what services are provided, the population served, why it is important, and how it is unique. *Response is limited to 7,000 characters, including spaces.*

Enter narrative below:

Prosecution of drug and violent crimes is the main objective of this project. One full-time prosecutor is funded by this grant. Prosecution of criminal cases serves the entire population of Gila County by reducing drug use and other drug related crimes. Additional Gila County Attorney staff provides services necessary for the implementation and completion of asset forfeiture, training, public, education and drug awareness. Monies obtained from asset forfeitures provide funds to all Gila County law enforcement which may not otherwise be available for the purchase of equipment necessary in the furtherance of crime reduction. Additionally, several Gila County Attorney employees, not funded through this project, are part of our drug and/or violent crime prosecution team. For example, Globe and Payson staff members assist in prosecution of felonies, misdemeanor and juvenile drug and violent crimes with investigative staff assisting agencies in preparation of search warrants and, interviewing witnesses and general preparation of cases. In addition to coordination with the Gila County Narcotics Task Force, coordination with the Tonto Apache Tribe and San Carlos Apache Tribe and local law enforcement agencies is a vital part of efforts to curb drug use and other drug related and violent crimes in Gila County.

Sustainability Plan: Each year the Gila County Attorney's Office advises the County Manager that grant funds may not be available or that grant requests may not be funded fully. The daily operations of the Gila County Attorney's Office, which includes the tandem prosecution for the Gila County Narcotics Task Force, will continue in the absence of grant funding. Gila County's General Fund, Criminal Justice Enhancement Funds, Cost of Prosecution Assessments would be the source of funds to continue prosecution efforts.

**Project Collaboration**

Programs must demonstrate a strong collaborative effort in *each* of these areas: law enforcement, prosecution, service providers, community organizations and other social service agencies. List the public and private organizations your agency collaborates with in connection with your grant (excluding participating agencies already identified in the 'General Information' section).

Enter narrative below:

The Gila County Narcotics Task Force and the Tandem Prosecution Project of the Gila County Attorney's Office have a strong collaborative relationship with all Gila County law enforcement agencies which include: Hayden Police Department, Miami Police Department, Globe Police Department, Arizona Department of Public Safety, San Carlos Tribal Police, Tonto Apache Tribal Police, Payson Police Department and the Gila County Sheriff's Office. The Gila County Attorney's Office

prosecutes all crimes in Gila County with the exception of some misdemeanor violations prosecuted by the Payson Town Attorney and crimes committed on the reservation by Native Americans which are prosecuted federally. Asset forfeiture actions are handled by the Gila County Attorney's Office for these same State agencies. The Gila County Attorney's Office is working extensively in concert with the Gila County Meth Coalition and with Gila County Schools on educating students about drug abuse. The Gila County Attorney's Office also works with the Gila Advocacy Program, the Arizona Department of Economic Security Child Protective Services, the Gila/Pinal Elder Abuse Council and the Arizona Attorney General's Office in the furtherance of prosecution of violent crimes.

Describe in detail a recent collaboration, other than a service referral, involving one or several of the agencies listed above. Discuss the purpose of the collaboration, your agency's contribution to process and the outcomes. *Response is limited to 4,000 characters, including spaces.*

Enter narrative below:

The Gila County Attorney's Office partnered with the Gila County Narcotics Task Force, Gila County Sheriff's Office, Globe Police Department and San Carlos Tribal Police/Game and Fish by Gila County Attorney detectives and attorneys assisting with investigation strategy and the drafting and preparation of search warrants which resulted in the arrest and indictment of five defendants on drug and weapons charges and an asset forfeiture case. Three of the defendants have entered into plea agreements which terms include prison sentences and two of the defendants are currently set for jury trial in the Gila County Superior Court.

**Evaluation Plan**

How will you evaluate the effectiveness of the program activities? *Response is limited to 4,000 characters, including spaces.*

Enter narrative below:

Effectiveness of the program activities will be evaluated by the number of drug and violent crime cases charged and the number of case assists. The number of crimes charged and the number of convictions will indicate the effectiveness of prosecution. The number of successful asset forfeiture cases will indicate the effectiveness of the asset forfeiture program. Statistical data will be tracked using a combination of the Gila County Attorney's case management system and a hand-counted tally. Data will be evaluated on a quarterly basis and adjustments made to charging and/or prosecutorial strategy depending on how goals and objectives have been met during the previous quarter.

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**Goal:** To enhance the pursuit of justice for drug and drug-related gang and violent crimes in an equitable, unprejudiced and expeditious manner.

Objectives (please complete at least 1):

Description	%	#	Performance Measure
Objective 1.1 Prosecute drug-related cases	%	400	1. Number of drug-related cases referrals received
	%	30	2. Number of drug-related cases declined for prosecution
	%	70	3. Number of drug-related cases deferred to a diversion program
	%	15	4. Number of drug-related cases dismissed
	%	280	5. Number of drug-related cases resulting in conviction
	%	5	6. Number of drug-related cases resulting in acquittal
Objective 1.2 Prosecute members of criminal street gangs	%	2	1. Number of criminal street gang members prosecuted

**Goal:** Strengthen collaborative partnership between federal, state and local law enforcement and prosecutorial agencies.

Objectives (please complete at least 1):

Description	%	#	Performance Measure
Objective 2.1 Conduct coordination or collaboration activities with other agencies	%	70	1. Number of drug-related law enforcement investigation assists.
	%	300	2. Number of meetings with law enforcement related to case preparation, case processing and/or hearings
	%	12	3. Number of trainings/briefings offered to law enforcement from prosecutors
	%	4	4. Number of trainings/briefings offered by law enforcement and attended by prosecutors

**Personnel**

Enter narrative below:

One full-time prosecutor to work in tandem with the Gila County Narcotics Task Force. Gila County does not have a detailed job description specific to this position as all Deputy Gila County Attorneys are grouped under the same job title and description.

Full Time/Part Time

Position Title	# Pos (FTE)	Annual Salary	Subtotal Salary	ERE Rate	ERE Subtotal	Total
Deputy Gila County Attorney	1	\$55,875.00	\$55,875.00	34.03%	\$19,014.26	\$74,889.26
					<b>Salary Subtotal: \$55,875.00</b>	
					<b>ERE Subtotal: \$19,014.00</b>	
					<b>Total: \$74,889.00</b>	

Overtime

Position Title	Hours	Hourly Wage	Subtotal Wages	ERE Rate	ERE Subtotal	Total
N/A		\$0.00	\$0.00	%	\$0.00	\$0.00
					<b>Wages Subtotal: \$0.00</b>	
					<b>ERE Subtotal: \$0.00</b>	
					<b>Total: \$0.00</b>	

ERE Breakdown

Enter narrative below:

State Retirement & LTD Match	\$6447.98	11.54%
Social Security Contribution	\$3464.25	6.2%
Medicare Contribution	\$ 810.19	1.45%
Medical Insurance/STD	\$8216.00	14.7%
Worker's Compensation	\$ 78.25	.14%

**Consultant/Contractual Services**

Enter narrative below:

Expense Type	Hours	Rate	Total
			Total: \$0.00

**Travel (In State)**

Enter narrative below:

Expense Type	Units	Amount	Total
			Total: \$0.00

**Travel (Out of State)**

Enter narrative below:

Expense Type	Units	Amount	Total
			Total: \$0.00

**Confidential Funds**

Enter narrative below:

Expense Type	Amount	Total
		Total: \$0.00

**Other Operating Expenses**

Enter narrative below:

Expense Type	Type	Quantity	Each	Total
				Supplies Subtotal: \$0.00
				Registration/Training Subtotal: \$0.00
				Other Subtotal: \$0.00
				Total: \$0.00

**Equipment Purchases**

Enter narrative below:

Expense Type	Type	Quantity	Each	Total
				Capital Subtotal: \$0.00
				Non-Capital Subtotal: \$0.00
				Total: \$0.00

If matching funds are required for this grant program, provide a description of what funds will be used as the required match.  
Gila County General Funds.

**Total Project Cost**

State: \$18,722.00      Federal: \$37,444.00      Match: \$18,723.00      Grand Total: \$74,889.00

**Financial Capacity**

Will ACJC funds be used as matching funds for other grant program(s)? No  
*If yes, please list the name(s) of the grant program and funding agency.*

**Audit Requirements**

Provide the date of your last financial audit (A-133 or independent audit).  
3/10/2014

Did the audit result in finding listed in the Schedule of Findings and Questioned Costs?  
No

**Policies & Procedures**

Does the organization maintain policies which include procedures for assuring compliance with the terms of the grant award?  
Yes

Does the organization maintain written codes of conduct for employees?  
Yes

Does the organization maintain written procurement policies and procedures?  
Yes

**Accounting System**

Is there a separate account maintained for grant funds?  
Yes

How frequently does posting to the General Ledger occur?  
Daily

Does the accounting system completely and accurately track the receipt and disbursements of funds by each grant or funding source?  
Yes

Does the accounting system provide for the recording of actual costs compared to budgeted costs for each budget line item?  
Yes

#### **Internal Controls**

Are time and effort distribution reports maintained for employees working fully or partially on grant programs and account for 100% of each employee's time?  
Yes

Are employee time sheets supported by appropriately approved/signed documents?  
Yes

Are duties of the bookkeeper/accountant segregated from the duties of cash receipt or cash disbursement?  
Yes

Are checks signed by individuals whose duties exclude recording cash received, approving vouchers for payment, and the preparation of payroll?  
Yes

Are all accounting entries and payments supported by source documentation?  
Yes

Does the organization have adequate staff to comply with the terms of the grant agreement?  
Yes

Are the officials of the agency bonded or covered by a liability policy?  
Yes

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Please upload any additional documentation here. You may upload multiple files if necessary.

#### **NOTE:**

Non-profit organizations can demonstrate its non-profit status in any one of four methods. Please attach one of the following to this application:

1. Submission of proof of 501(c)(3) status from the Internal Revenue Service.
2. Submission of a statement from the state taxing authority or state Secretary of State, or other similar official certifying that the organization is a non-profit operating within the state, and that no part of its net earnings may lawfully benefit any private shareholder or individual.
3. Submission of a certified copy of the applicant's certificate of incorporation or similar document.
4. Submission of any item above, if that item applies to a state or national parent organization, together with a statement by the state or parent organization that the applicant is a local nonprofit affiliate.

*Max size per upload 10MB.*

[period354\\_DGVCC Budget Worksheet.xls](#)  
[Single Audit Report completed 2013.pdf](#)

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## Special Conditions

1. ACJC grant funds shall not be used to supplant federal, state, county, or local funds that would otherwise be made available for such purposes.
2. The applicant shall operate in a manner consistent with, and in compliance with, the provisions and stipulations of the approved grant application and agreement.
3. The applicant agrees that ACJC grant funds are not to be expended on any indirect costs that may be incurred in administering the funds.
4. The applicant agrees that payment obligation is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation.
5. The applicant agrees to provide accounting, auditing and monitoring procedures to safeguard grant funds and keep such records to assure proper fiscal controls, management, and the efficient disbursement of grant funds. In addition, agrees to retain all books, account reports, files, and other records for a period of five years after the completion of the expiration of the project. All such documents shall be subject to inspection and audit at reasonable times.
6. The applicant agrees to submit financial and activity reports through mechanisms or forms provided and frequency needed to the Commission.
7. The applicant has read and agrees to comply with the requirements concerning program income as set forth in the Office of Justice Programs (OJP) Financial Guide, Chapter 9 Program Income if the program generates or expends program income; has read and agrees to abide by the conditions concerning confidential funds as set forth in the Office of Justice Programs (OJP) Financial Guide Chapter 17 Confidential Funds if grant funds or Anti-racketeering funds (RICO) will be used for this project; and has read and agrees to abide by the requirements of 28 CFR Part 23 if grant funds or anti-racketeering funds (RICO) will be used to support a Criminal Intelligence System.

On behalf of the applicant agency I certify that: I have read and understand the conditions listed above; all the information presented in this application is correct; there has been appropriate coordination with affected agencies; and the applicant agency will comply with the provisions of all applicable laws and conditions if awarded funds.

Agency Name:	Gila County Attorney's Office							Year:	FY2014/2015	
Budget Category		ACJC Byrne	General Fund	RICO	HIDTA	Byrne/JAG (Local)	Byrne/JAG (Comp)	(List funding source)	(List funding source)	Total
Personal Services: Salaries	Personnel salaries for regular employees.	55,875	73,000							128,875
Fringe/ERE	Employer's portion of FICA, insurance, retirement, etc.	19,014	24,772							43,786
Overtime	Overtime worked by regular employees.									-
Professional & Outside Services	Charges for outside services not to exceed \$450/day.									-
In-state Travel	Travel expenses such as lodging & per diem, car rental, mileage, & other.		1,600							1,600
Out-of-state Travel	Travel expenses such as lodging & per diem, car rental, mileage, & other.									-
Operating	Training/registration, supplies, other (insurance, repair/maintenance, books/software, utilities).		2,500							2,500
Equipment-Capital	Capital equipment: (greater than \$5000) or use agency guidelines.									-
Equipment- Non Capital	Equipment less than \$5000 (or agency-defined)									-
Confidential Funds	Associated with undercover operations: purchase of information (PI), or evidence (PE), etc. *Requires signed Confidential Funds Certification.									-
Indirect Costs	Indirect costs are not allowed.		18,845							18,845
	<b>TOTAL</b>	<b>74,889</b>	<b>120,717</b>	-	-	-	-	-	-	<b>195,606</b>
	Grant Expiration Date	P								
	(If application is pending, enter "P".)									

**GILA COUNTY, ARIZONA**  
**SINGLE AUDIT**  
**YEAR ENDED JUNE 30, 2012**

**GILA COUNTY, ARIZONA  
TABLE OF CONTENTS  
YEAR ENDED JUNE 30, 2012**

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF BASIC FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	1
INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133	3
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	6
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	9
SCHEDULE OF FINDINGS AND QUESTIONED COSTS	
SUMMARY OF AUDITORS' RESULTS	10
FINANCIAL STATEMENT FINDINGS, INCLUDING THE COUNTY'S CORRECTIVE ACTION PLAN	12
FEDERAL AWARD FINDINGS AND QUESTIONED COSTS, INCLUDING THE COUNTY'S CORRECTION ACTION PLAN	20
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS	26

Report Issued Separately:  
Annual Financial Report



CliftonLarsonAllen

CliftonLarsonAllen LLP  
www.cliftonlarsonallen.com

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

The Auditor General of the State of Arizona

Board of Supervisors of  
Gila County  
Globe, Arizona

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Gila County (the County), as of and for the year ended June 30, 2012, which collectively comprise the County's basic financial statements and have issued our report thereon dated May 13, 2013. We conducted our 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.

Internal Control over Financial Reporting

The County's management is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered Gila County's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of Gila County's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Gila County's internal control over financial reporting.

Our consideration of internal control over financial reporting 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 financial reporting that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control over financial reporting that we consider to be material weaknesses and other deficiencies that we consider to be significant deficiencies.

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 County's basic financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as items 2012-01 through 2012-12 to be material weaknesses.

The Auditor General of the State of Arizona  
Board of Supervisors of  
Gila County

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. We consider the deficiency described in the accompany schedule of findings and questioned costs as item 2012-13 to be a significant deficiency.

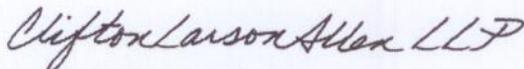
Compliance and Other Matters

As part of obtaining reasonable assurance about whether Gila County's basic financial statements are free of material misstatement, we 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 our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We also noted certain matters that we reported to management of Gila County in a separate letter dated May 13, 2013.

Gila County's responses to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. We did not audit Gila County's responses and, accordingly, we express no opinion on them.

This report is intended solely for the information and use of the members of the Arizona State Legislature, the Auditor General of the State of Arizona, management, the Board of Supervisors, others within the County, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.



**CliftonLarsonAllen LLP**  
Phoenix, Arizona  
May 13, 2013



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**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS  
THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE  
IN ACCORDANCE WITH OMB CIRCULAR A-133**

The Auditor General of the State of Arizona

Board of Supervisors of  
Gila County  
Globe, Arizona

Compliance

We have audited Gila County's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of Gila County's major federal programs for the year ended June 30, 2012. Gila County's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the County's management. Our responsibility is to express an opinion on Gila County's compliance based on our audit.

We conducted our 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 OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we 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 Gila County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of Gila County's compliance with those requirements.

In our opinion, Gila County complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2012. The results of our auditing procedures also disclosed instances of noncompliance with those requirements, which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying schedule of findings and questioned costs as items 2012-14, through 2012-18.

Internal Control over Compliance

Management of Gila County is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered Gila County's internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Gila County's internal control over compliance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as discussed below, we identified certain deficiencies in internal control over compliance that we consider to be material weaknesses and other deficiencies that we consider to be significant deficiencies.

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. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs as items 2012-14, 2012-15, 2012-16, 2012-19 and 2012-20 to be material weaknesses.

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. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs as items 2012-17 and 2012-18 to be significant deficiencies.

Gila County's responses to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. We did not audit Gila County's responses and, accordingly, we express no opinion on the responses.

The Auditor General of the State of Arizona  
Board of Supervisors of  
Gila County

Schedule of Expenditures of Federal Awards

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Gila County as of and for the year ended June 30, 2012, and have issued our report thereon dated May 13, 2013, that contained an unqualified opinion on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the County's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements. The schedule of expenditures of federal awards is the responsibility of the County's management and was derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The 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 financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

This report is intended solely for the information and use of the members of the Arizona State Legislator, the Auditor General of the State of Arizona, management, the Board of Supervisors, others within the County, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

*CliftonLarsonAllen LLP*

**CliftonLarsonAllen LLP**

Phoenix, Arizona

May 13, 2013

**GILA COUNTY, ARIZONA  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
YEAR ENDED JUNE 30, 2012**

Federal Grantor/Pass-Through Grantor/Program Title	CFDA Number	Pass-Through Grantor's Number	Expenditures
<b>U.S. Department of Agriculture</b>			
<b>Passed through the Arizona Department of Health Services</b>			
Commodity Supplemental Food Program	10.555	HG861159-2, HG861159-1	\$ 5,617
Special Supplemental Nutrition Program for Women, Infants, and Children	10.557	HG861141, HG861141-2	325,847
Secure Payments for States and Counties Containing Federal Lands	10.665	N/A - Direct	1,567,233
<b>Passed through the U.S. Forest Service, Tonto National Forest</b>			
Forest Service Pavement Maintenance Project	10.Unknown	None	72,114
Total U.S. Department of Agriculture			<u>1,970,811</u>
<b>U.S. Department of Housing and Urban Development</b>			
Section 8 Housing Choice Vouchers	14.871	N/A - Direct	312,513
<b>Passed through the Arizona Department of Economic Security</b>			
Emergency Shelter Grants Program	14.231	DE111073001	6,659
<b>Passed through the Arizona Department of Housing</b>			
Community Development Block Grant Cluster			
Community Development Block Grant	14.228	144-11	\$ 46,643
Community Development Block Grant	14.228	174-10	90,074
ARRA - Community Development Block Grant	14.255	112-10R	86,224
<b>Passed through the City of Globe</b>			
Community Development Block Grant	14.228	146.09	<u>38,095</u>
Total Community Development Block Grant Cluster			261,036
Home Investment Partnership Program	14.239	308-11	35,553
ARRA - Homeless Prevention and Rapid Re-Housing Program	14.262	506-10	3,759
Total U.S. Department of Housing and Urban Development			<u>619,520</u>
<b>U.S. Department of the Interior</b>			
Johnson O'Malley	15.130	N/A - Direct	2,572
Payments in Lieu of Taxes	15.226	N/A - Direct	3,271,245
<b>Passed through the Arizona State Treasurer</b>			
Distribution of Receipts to State and Local Governments	15.227	None	4,430
Total U.S. Department of the Interior			<u>3,278,247</u>
<b>U.S. Department of Justice</b>			
Public Safety Partnership and Community Policing Grants	16.710	N/A Direct	74,266
<b>Passed through the Arizona Criminal Justice Commission</b>			
Crime Victim Compensation	16.576	VC-12-052	81,109
Justice Assistance Grant Program Cluster			
Edward Byrne Memorial Justice Assistance Grant Program	16.738	DC12-027, DC-12-036	412,016
ARRA Edward Byrne Memorial Justice Assistance Grant Program	16.804	2009-SB-B9-3318	<u>47,583</u>
Total Justice Assistance Grant Program Cluster			459,599
Total U.S. Department of Justice			<u>614,974</u>
<b>U.S. Department of Labor</b>			
<b>Passed through the Arizona Department of Economic Security</b>			
Workforce Investment Act Cluster:			
WIA Adult Program			
	17.258	DE111006001, DE091206001 DE101045001	582,714
WIA Youth Activities			
	17.259	DE111006001, DE091206001 DE101045001	443,492
WIA Dislocated Workers			
	17.278	DE111006001, DE091206001 DE101045001	<u>1,212,077</u>
Total Workforce Investment Act Cluster			2,238,283
Total U.S. Department of Labor			<u>2,238,283</u>

(Continued)

See accompanying notes to schedule of expenditures of federal awards.

**GILA COUNTY, ARIZONA**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)**  
**YEAR ENDED JUNE 30, 2012**

Federal Grantor/Pass-Through Grantor/Program Title	CFDA Number	Pass-Through Grantor's Number	Expenditures
<b>U.S. Department of Transportation</b>			
<b>Passed through the Arizona Department of Transportation</b>			
Highway Planning and Construction	20.205	IGA/JPA 08-1321	\$ 847,580
<b>Federal Library Services Technology Act</b>			
<b>Passed through the Arizona State Library, Archives and Public Records</b>			
Library Services and Technology Grant	45.310	LSTA 2011, SGIA 2012	47,300
<b>U.S. Department of Energy</b>			
<b>Passed through the Arizona Department of Commerce</b>			
Weatherization Cluster:			
Weatherization Assistance for Low Income Persons	81.042	EW-ESA-12-2182-02	
ARRA - Weatherization Assistance for Low Income Persons	81.042	LW-ESA-12-2182-02	\$ 81,968
Total Weatherization Assistance Cluster		C037-09-02	<u>440,645</u>
ARRA Energy Efficiency and Conservation Block Grant	81.128	R016-10-21	193,054
Total U.S. Department of Energy			<u>715,667</u>
<b>U.S. Department of Education</b>			
Impact Aid	84.041	N/A - Direct	94,104
<b>Passed through the Arizona Governor's Office of Economic Recovery</b>			
ARRA - Education Jobs Fund	84.410	ISA OER-11 ISA-EJ-001	435
<b>Passed through the Arizona Department of Education</b>			
Title I Cluster:			
Title I Grants to Local Educational Agencies	84.010	S010A110003	16,764
Title I-A School Improvement Setaside Activities	84.010	S010A100003	201,189
<b>Passed through the Arizona Supreme Court</b>			
Title I Grants to Local Educational Agencies	84.010	KR11-0111 & KR10-0018	<u>32,453</u>
Total Title I Cluster			250,406
<b>Passed through the Arizona Department of Education</b>			
Adult Education--Basic Grants to States	84.002	V002A110003	72,900
Rural Education	84.358	S358B020003	3,812
Title III Consortium	84.365	T365A30003A	11,244
Mathematics and Science Partnerships	84.366	S366B080003, S366B090003	325,877
Special Education Cluster:			
Special Education - Grants to State	84.027	H027A100007	12,790
Special Education - Grants to State	84.027	H027A050007	4,601
<b>Passed through the Arizona Supreme Court</b>			
Special Education - Grants to State	84.027	KR11-0111	<u>35,140</u>
Total Special Education Cluster			52,531
<b>Passed through Pima County</b>			
Enhancing Education Through Technology	84.318	S318X090005	62,799
<b>Passed through the Arizona Supreme Court</b>			
Improving Teacher Quality State Grants	84.367	KR11-0111	3,442
<b>Passed through the Arizona Department of Education</b>			
Improving Teacher Quality State Grants	84.367	S281A030003	1,713
Improving Teacher Quality State Grants	84.367	S367A000049	25,130
Improving Teacher Quality State Grants	84.367	S367A110049	<u>70,345</u>
Total Improving Teacher Quality State Grants			100,630
Total U.S. Department of Education			<u>974,738</u>
<b>U.S. Department of Health and Human Services</b>			
<b>Passed through the Arizona Department of Health Services</b>			
Public Health Preparedness & Response for Bioterrorism	93.069	HG754195	175,814
Immunization Grants	93.268	HG854284	25,000
HIV Prevention Activities -- Health Department Based	93.940	HG852277-0 & HG852277-1	3,956
Maternal and Child Health Services Block Grant, Special Needs	93.994	HG854246-2, HG854246-3, HP961245-003	80,313

(Continued)

See accompanying notes to schedule of expenditures of federal awards.

**GILA COUNTY, ARIZONA**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)**  
**YEAR ENDED JUNE 30, 2012**

<u>Federal Grantor/Pass-Through Grantor/Program Title</u>	<u>CFDA Number</u>	<u>Pass-Through Grantor's Number</u>	<u>Expenditures</u>
<b>U.S. Department of Health and Human Services (Continued)</b>			
<b>Passed through the Arizona Department of Economic Security</b>			
Temporary Assistance for Needy Families	93.558	DE111073001	\$ 150,000
Child Support Enforcement	93.563	DES06726-1 & DE111165001	1,025,260
Low-Income Home Energy Assistance	93.568	DE111073001	289,299
Community Services Block Grant	93.569	DE111073001	214,258
Social Services Block Grant	93.667	DE111073001	8,352
HIV Care Formula Grants	93.917	HP652141-001-0	80,403
Total U.S. Department of Health and Human Services			<u>2,052,655</u>
<b>U.S. Department of Homeland Security:</b>			
<b>Passed through the Arizona Department of Homeland Security</b>			
Homeland Security Grant Program	97.067	777304-01	13,554
<b>Passed through the Arizona Department of Emergency Services and Military Affairs</b>			
Emergency Management Performance Grant	97.042	EMW-2001-EP-APP-00006	114,439
Repetitive Flood Claims	97.092	EMF-2011-RC-001	14,234
Total U.S. Department of Homeland Security			<u>142,227</u>
Total Expenditures of Federal Awards			<u>\$ 13,502,002</u>

See accompanying notes to schedule of expenditures of federal awards.

**GILA COUNTY, ARIZONA  
NOTES TO SCHEDULE OF EXPENDITURES  
OF FEDERAL AWARDS  
YEAR ENDED JUNE 30, 2012**

**NOTE 1 BASIS OF ACCOUNTING**

The Schedule of Expenditures of Federal Awards includes the federal grant activity of Gila County and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Therefore some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of the financial statements.

**NOTE 2 THE REPORTING ENTITY**

Gila County, Arizona, for purposes of the Schedule of Expenditures of Federal Awards, includes all the funds of the primary government as defined by Government Accounting Standards Board (GASB) Statement 14, *The Financial Reporting Entity*.

Gila County, Arizona, administers certain federal financial assistance programs through sub-recipients. Those sub-recipients are not considered part of the Gila County, reporting entity.

**NOTE 3 SUBRECIPIENTS**

From the federal expenditures presented in the schedule, the County awarded the following to subrecipients.

<u>Program Title</u>	<u>Federal CFDA Number</u>	<u>Amount Paid to Subrecipient</u>
Workforce Investment Act - Adult and Youth Programs	17.258 & 17.259	\$ 918,604
Secure Payments for States and Counties Containing Federal Lands	10.665	1,517,233

**NOTE 4 RECOVERY ACT**

ARRA denotes the program has received funding provided by the American Recovery and Reinvestment Act of 2009.

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2012**

**SECTION I – SUMMARY OF AUDITORS' RESULTS**

***Financial Statements***

Type of auditor's report issued:

*Unqualified*

Internal control over financial reporting:

- Material weakness(es) identified?        X   yes             no
- Significant deficiency(ies) identified?        X   yes             none reported

Noncompliance material to financial statements noted?

       yes        X   no

***Federal Awards***

Internal control over major programs:

- Material weakness(es) identified?        X   yes             no
- Significant deficiency(ies) identified?        X   yes             none reported

Type of auditor's report issued on compliance for major programs:

*Unqualified*

Any audit findings disclosed that are required to be reported in accordance with Circular A-133, Section .510(a)?

  X   yes             no

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION I – SUMMARY OF AUDITORS’ RESULTS (CONTINUED)**

***Federal Awards (Continued)***

Identification of major programs:

<u>CFDA Numbers</u>	<u>Name of Federal Program or Cluster</u>
10.665	Secure Payments for States and Counties Containing Federal Lands
15.226	Payments in Lieu of Taxes
16.738	Justice Assistance Grant Program Cluster: Edward Byrne Memorial Justice Assistance Grant
16.804	ARRA Edward Byrne Memorial Justice Assistance Grant
17.258, 17.259 & 17.278	Workforce Investment Act Cluster
20.205	Highway Planning and Construction Cluster
81.042	ARRA Weatherization Assistance for Low- Income Persons
93.563	Child Support Enforcement

Dollar threshold used to distinguish between  
Type A and Type B programs:

\$405,060

Auditee qualified as low-risk auditee?

\_\_\_\_\_ yes   X   no

Other Matters

Auditee Summary Schedule of Prior Audit  
Findings required to be reported in accordance  
with Circular A-133 (Section .315(b))

  X   yes \_\_\_\_\_ no

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION II – FINANCIAL STATEMENT FINDINGS**

**2012-01: Oversight of the Financial Reporting Process**

**Condition:** The County does not have a system of internal controls that would enable management to conclude the financial statements and related disclosures are complete and presented in accordance with GAAP. As such, management contracted with the auditors to draft the financial statements and related disclosures.

The audit firm proposed entries to properly state cash, receivables, revenues and inter-fund activity at June 30, 2012. The audit firm also proposed the government-wide adjustments to convert the fund financial statements to the government-wide financial statements. These entries relate to internal controls over the year-end close-out process. The absence of a complete control procedure or process in this area is considered a material weakness because the potential exists that a material misstatement of the financial statements could occur and not be prevented or detected by the County's internal control processes.

**Criteria:** The County should have controls in place to prevent and detect a material misstatement in the financial statements, including adequately reviewing the year-end financial statements to ensure account balances are properly stated and for ensuring the financial statements include all required disclosures.

**Effect:** Significant audit adjustments were proposed and subsequently approved by management to properly state year-end balances in the fund and government-wide financial statements.

**Cause:** The County has not established controls to ensure accounts are adjusted to their appropriate year-end balances in accordance with GAAP. The County relies on contracted professionals to prepare the annual financial statements and related footnote disclosures. However, they have reviewed and approved the annual financial statements and related footnote disclosures.

**Recommendation:** We recommend the County continue to evaluate its internal control processes to determine if additional internal control procedures should be implemented to ensure accounts are properly stated at year-end in accordance with GAAP. Additionally, we recommend that the County review these adjustments and modify year-end reconciling procedures in an effort to avoid similar adjustments next year.

Lastly, should the County elect to establish the "full oversight" of the financial statement preparation, we suggest management establish effective review policies and procedures, including, but not limited to, the following functions: reconciling general ledger amounts to the draft financial statements; review of all supporting documentation and explanations for journal entries proposed by us and approve the entries; review the adequacy of financial statement disclosures by completing a disclosure checklist; review and approve schedules and calculations supporting the amounts included in the notes to the financial statements; apply analytic procedures to the draft financial statements; and perform other procedures considered necessary by management, including a recalculation of major funds.

**Corrective Action:** The County concurs with this recommendation and will reconcile all year-end account balances in the future. The County will also consider the recommendation in order to take "full oversight" of the financial statement preparation and will consult with its auditors to remedy this finding.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION II – FINANCIAL STATEMENT FINDINGS (CONTINUED)**

**2012-02: Accounts Payable and Receivable Ledgers**

**Condition:** The accounts payable and receivable subsidiary ledgers were not reconciled to the general ledger.

**Criteria:** The County should have controls in place to reconcile general ledger activity to the subsidiary accounts payable and accounts receivable ledger to prevent and detect material misstatements in the financial statements in a timely manner. Management is responsible for the accuracy and completeness of all financial records and related information. Their responsibilities include adjusting the financial statements to correct material misstatements, including reconciling accounts payable and accounts receivable to the subsidiary ledger and investigating any variances from the general ledger.

**Effect:** Opportunity for errors in financial reporting.

**Cause:** The County has not established controls to reconcile the accounts payable and accounts receivable subsidiary ledgers to the general ledger.

**Recommendation:** We recommend the County continue to evaluate its internal control processes to determine if additional internal control procedures should be implemented to ensure subsidiary ledgers are reconciled to the general ledger.

**Corrective Action:** The County concurs with this recommendation and will review its current procedures and will develop internal controls to ensure compliance in the upcoming fiscal year.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION II – FINANCIAL STATEMENT FINDINGS (CONTINUED)**

**2012-03: Departmental Bank Accounts**

**Condition:** County departments receiving checks have established separate checking accounts to be used as a clearing account. On a monthly basis, the cash from these checking accounts is deposited with the Treasurer's office. The June collections deposited in July were not always indicated as such and therefore not recorded in the proper fiscal year. Cash retained in the department bank accounts is tracked, however not reported as cash in the County's financial statements.

**Criteria:** The County's management is responsible for establishing and maintaining internal controls for the proper recording of all the County's accounting transactions. Departmental cash balances should be reported to finance at year end to ensure they are properly included in ending cash.

**Effect:** Opportunity for errors in financial reporting.

**Cause:** The County has operated in this manner for the past several years without changing its accounting practice.

**Recommendation:** We recommend County management and financial personnel continue to increase their awareness and knowledge of all procedures and processes involved in recording transactions and develop internal control policies to ensure all cash balances and transactions are included in the financial activity at the end of the year.

**Corrective Action:** The County concurs with this recommendation and will review its current procedures and will develop internal controls to ensure compliance in the upcoming fiscal year.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION II – FINANCIAL STATEMENT FINDINGS (CONTINUED)**

**2012-04: Internal Controls over Credit Card Disbursements**

**Condition:** County policy allows employees to utilize the county credit card to obtain a cash advance. It was noted that credit cards were used to obtain a cash advance in numerous instances. In one instance, the credit card was used to obtain a cash advance to pay two employees per diem for travel to New Orleans. The per diem provided to the employees were in excess of both the State of Arizona per diem rate and New Orleans rate. In addition, it was noted that two of forty credit card purchases tested, were not supported by a credit card receipt.

**Criteria:** The County's management is responsible for establishing and maintaining internal controls for the proper recording of all the County's accounting transactions.

**Effect:** Documentation was not available to determine designed controls were being performed by employees. Allowing cash advances increases the County's risk of loss due to unauthorized spending.

**Cause:** Unknown.

**Recommendation:** In order to strengthen internal controls, invoices should be obtained for all credit card purchases to ensure that purchases are allowable and reasonable. Credit card receipts should be reconciled to credit card statements and approved. In addition, we recommend the County modify the existing credit card policy to disallow the use of cash advances.

**Corrective Action:** The County concurs with this recommendation and will work with personnel to ensure credit card receipts are obtained and reconciled to credit card statements. The County credit card policy has been modified for fiscal year 2013.

**Contact Person:** Don McDaniel, County Manager

**2012-05: County-Policies**

**Condition:** The County does not have written journal entry policies or procedures.

**Criteria:** Internal control procedures would dictate that policies and procedures over journal entries are necessary to prevent and detect a material misstatement.

**Effect:** Policies and procedures provide a framework in which internal controls should be designed and implemented. The lack of such policies and procedures weakens internal controls over journal entries due to the County not addressing key controls over financial statement assertions.

**Cause:** The County was not aware of the necessity of written procedures to support a strong internal control environment.

**Recommendation:** We recommend that County management write a policies and procedures manual to cover journal entry functions.

**Corrective Action:** The County concurs with this recommendation and has developed policies and procedures over journal entries.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION II – FINANCIAL STATEMENT FINDINGS (CONTINUED)**

**2012-06: County and Education Service Agency (ESA) – Journal Entries**

**Condition:** The County was unable to provide evidence that journal entries were reviewed and approved by an employee independent of the journal entry preparation prior to system input for 1 of 6 County and 1 of 5 ESA journal entries tested.

**Criteria:** The duties of journal entry preparation and journal entry review and approval should be segregated.

**Effect:** Internal control weakness. Fraudulent or erroneous journal entries could be entered into the accounting system and go undetected and uncorrected.

**Cause:** Unknown.

**Recommendation:** We recommend that County management take the proper steps to ensure the duties of journal entry preparation and approval are segregated.

**Corrective Action:** The County concurs with this recommendation and will develop policies and procedures over the journal entry process.

**Contact Person:** Don McDaniel, County Manager

**2012-07: Education Service Agency (ESA) – Policies**

**Condition:** The ESA does not have written payroll and accounts payable disbursements policies or procedures. Personnel manuals and accounting manuals were not maintained.

**Criteria:** Internal control procedures would dictate that policies and procedures over payroll and general disbursements are necessary to prevent and detect a material misstatement.

**Effect:** Policies and procedures provide a framework in which internal controls should be designed and implemented. The lack of such policies and procedures weakens internal controls over payroll and accounts payable processing due to the County not addressing key controls over financial statement assertions.

**Cause:** The County was not aware of the necessity of written procedures to support a strong internal control environment.

**Recommendation:** We recommend that County management write a policies and procedures manual to cover payroll and accounting functions.

**Corrective Action:** The County concurs with this recommendation and will formalize an accounting policy that addresses key financial statement assertions. The ESA is in the process of drafting policies.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION II – FINANCIAL STATEMENT FINDINGS (CONTINUED)**

**2012-08: Education Service Agency (ESA)– Internal Controls over Disbursements**

**Condition:** The County was unable to provide documentation of management review and approval for 3 of 40 ESA purchase requisitions revisions tested.

**Criteria:** The County's management is responsible for establishing and maintaining internal controls to ensure all purchases are adequately reviewed and approved prior to purchase.

**Effect:** Documentation was not available to determine designed controls were being performed by management.

**Cause:** Unknown.

**Recommendation:** In order to strengthen internal controls, all requisitions should be reviewed and approved by management prior to purchasing goods and/or services.

**Corrective Action:** The County concurs with this recommendation and will review requisitions in order to strengthen internal controls.

**Contact Person:** Don McDaniel, County Manager

**2012-09: Disaster Recovery Plan**

**Condition:** The County does not have a written disaster recovery plan.

**Criteria:** Internal control frameworks recommend that organizations have plans and procedures in place to address information technology needs in the event of a disaster, including: location of, and access to, off-site data storage; a list of all data files that would have to be obtained from the off-site storage location; identification of a backup location (name and telephone number) with similar or compatible equipment for emergency processing, responsibilities of various personnel in an emergency, and priority of critical applications and reporting requirements during an emergency period.

**Effect:** In case of a disaster the County may be at an increased risk of losing critical financial data or other data critical to operations. The County may also have difficulty establishing minimum operations if a disaster were to occur.

**Cause:** The County was not aware of the necessity of written procedures to support a strong internal control environment.

**Recommendation:** We recommend the County update and expand its plans and procedures relating to business resumption in the event of a disaster.

**Corrective Action:** The County concurs with this recommendation and will review its current policy and develop a policy and action plan in the event of a disaster .

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION II – FINANCIAL STATEMENT FINDINGS (CONTINUED)**

**2012-10: Internal Controls over Revenues**

**Condition:** The County does not have adequate controls over revenues to ensure that all material revenues are properly accrued in the financial statements.

**Criteria:** The County's management is responsible for establishing and maintaining internal controls for the proper recording of all the County's accounting transactions.

**Effect:** Significant audit adjustments were proposed and subsequently approved by management to properly state year-end balances in the fund and government-wide financial statements.

**Cause:** The County has not established controls to ensure accounts are adjusted to their appropriate year-end balances in accordance with GAAP.

**Recommendation:** We recommend the County review revenue cutoff procedures to ensure that revenues are recorded in the proper fiscal year.

**Corrective Action:** The County concurs with this recommendation and will review cutoff procedures and develop internal controls as appropriate.

**Contact Person:** Don McDaniel, County Manager

**2012-11: County Cash Reconciliation**

**Condition:** The County cash reconciliation between the treasurer's office and finance department was not prepared for October 2011 – June 2012.

**Criteria:** Cash reconciliations should be performed shortly after receiving the monthly treasurer cash balance report.

**Effect:** Errors, misstatements, or fraud may not be recognized in a timely manner.

**Cause:** Errors in posting revenues in October 2011 resulted in unreconciled cash balances.

**Recommendation:** We recommend that the County implement procedures to prepare cash reconciliations on a timely basis. Procedures should be implemented for immediate follow up on differences between departments on a fund by fund basis.

**Corrective Action:** The County concurs with this recommendation and will implement cash reconciliation procedures. Differences will be addressed timely.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION II – FINANCIAL STATEMENT FINDINGS (CONTINUED)**

**2012-12: Internal Controls over Capital Assets**

**Condition:** The County does not have adequate controls over capital assets to ensure capital assets are properly reconciled to the prior year audited financial statements. In addition, capital expenditures were not always capitalized.

**Criteria:** The County's management is responsible for establishing and maintaining internal controls for the proper recording of all the County's accounting transactions.

**Effect:** Significant audit adjustments were proposed and subsequently approved by management to properly state capital asset balances in the government-wide and proprietary fund financial statements.

**Cause:** The County has not established controls over capital assets to ensure the capital assets listing is updated for acquisitions and disposals at least annually.

**Recommendation:** We recommend the County review capital asset procedures to ensure that the capital assets listing is updated for acquisitions and disposals at least annually and reconciled to the prior year ending balances.

**Corrective Action:** The County concurs with this recommendation and will review the capital assets procedures and develop internal controls as appropriate.

**Contact Person:** Don McDaniel, County Manager

**2012-13: Timely Tax Deposits**

**Condition:** The April 17, 2012, April 30, 2012 and June 12, 2012 federal tax deposits were not made timely resulting in tax penalties.

**Criteria:** The County's management is responsible for establishing and maintaining internal controls for the proper recording of all the County's accounting transactions.

**Effect:** The untimely deposit resulted in a \$39,327.99 tax penalty.

**Cause:** Management oversight.

**Recommendation:** We recommend the County review current payroll procedures and implement procedures to ensure timely federal tax deposits.

**Corrective Action:** The County concurs with this recommendation and will review the payroll procedures to ensure tax deposits are made timely and accurately to avoid penalties.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

**2012-14: Single Audit Act Reports**

**Condition:** The financial and compliance audit was not completed within nine months of the end of the fiscal year.

**Criteria:** OMB Circular A-133 – Financial Reporting.

**Effect:** Noncompliance with OMB Circular A-133 – Financial Reporting.

**Questioned Cost:** None.

**Cause:** The County has not established controls to ensure the financial statement audit is completed within nine months of the fiscal year end. The County did not have completed cash reconciliations for the period October 2011 through June 2012 done until March 2013.

**Recommendation:** We recommend the County properly reconcile its records in a timely manner to allow sufficient time to complete the audit within nine months following the end of the fiscal year.

**Corrective Action:** The County concurs with this recommendation and has reconciled its cash through March 2013. The County will implement procedures in May 2013 to more timely close-out the year-end financial statements.

**Contact Person:** Don McDaniel, County Manager

**2012-15: Internal Controls over Schedule of Expenditures of Federal Awards**

**Condition:** The County does not have adequate controls over the preparation of the schedule of expenditures of federal awards.

**Criteria:** The County's management is responsible for establishing and maintaining internal controls for the proper recording and reporting of all the County's accounting transactions.

**Effect:** Significant audit adjustments were proposed and subsequently approved by management to properly state the schedule of expenditures of federal awards.

**Questioned Cost:** None.

**Cause:** The County has not established controls to ensure grant expenditures, pass through numbers and subrecipient balances are properly reported on the schedule of expenditures of federal awards.

**Recommendation:** We recommend the County review grant reporting procedures to ensure that the grant activity is properly reported in the schedule of expenditures of federal awards. The CFDA number and pass-through numbers should be verified against the grant agreements. Grant expenditures should be reconciled to the general ledger to ensure the schedule is complete.

**Corrective Action:** The County concurs with this recommendation and will review procedures and develop internal controls as appropriate. The County implemented a grant management system during the 2013 fiscal year that will allow for better tracking of federal grant expenditures, CFDA numbers and pass through numbers. The County will utilize this grant management system in June 2013 as part of its year-end close out and preparation of the schedule of federal expenditures.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS (CONTINUED)**

**U.S. DEPARTMENT OF AGRICULTURE  
SECURE PAYMENTS FOR STATES AND COUNTIES CONTAINING FEDERAL LANDS  
CFDA No. 10.665  
DIRECT GRANT  
AWARD PERIOD: JULY 1, 2011 – JUNE 30, 2012**

**2012-16**

**Condition/Context:** Grant expenditures recorded in the Public Works Fund were not tracked in order to ensure that the grant related expenditures met all requirements noted within the compliance supplement.

**Criteria:** The Code of Federal Regulations 45 CFR Section 92.20 requires grantees to maintain records that adequately identify the source and application of funds provided for financially assisted activities.

**Effect:** Unable to identify grant expenditures within the fund.

**Questioned Cost:** None.

**Cause:** Inadequate account code structure.

**Recommendation:** We recommend the County restructure its chart of accounts to better segregate and track expenditures reimbursed by a third party.

**Corrective Action:** The County concurs with this recommendation and will immediately review the account structure and modify the account structure, as necessary, to ensure compliance with the Code of Federal Regulations. The County will have its account code structure modified by the end of June 2013 to appropriately report grant expenditures for the fiscal year 2013 and future periods.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS (CONTINUED)**

**U.S. DEPARTMENT OF JUSTICE**

**JUSTICE ASSISTANCE GRANT PROGRAM CLUSTER**

**CFDA NO. 16.738 & 16.804**

**PASSED THROUGH THE ARIZONA CRIMINAL JUSTICE COMMISSION**

**PASS THROUGH NUMBER DC 12-027, DC-12-036 & 2009-SB-B9-3318**

**AWARD PERIOD: JULY 1, 2011 – JUNE 30, 2012 & MARCH 1, 2009 – FEBRUARY 28, 2013**

**2012-17**

**Condition:** Federal financial and performance reports were not submitted timely and were not reviewed by supervisory personnel prior to submission.

**Context:** For 3 of 4 Byrne Grant Cycle 23 reports tested for agreement DC-12-027 and 3 of 4 Byrne Grant Cycle 23 reports tested for agreement DC-12-036 were not submitted timely or reviewed by supervisory personnel prior to submission. Two quarterly SF-425 financial reports for agreement 2009-SB-B9-3318 were not maintained by the County. One of one quarterly SF-425 report for agreement 2009-SB-B9-3318 was not reviewed by supervisory personnel prior to submission.

**Criteria:** The grant agreement and entities receiving federal awards are required to establish and maintain internal controls designed to ensure compliance with federal laws, regulations, and program compliance.

**Effect:** Noncompliance with the grant agreement and as a result of a lack of review of financial and performance reports, there is an increased risk that financial and performance reports will be submitted to a third party with errors.

**Questioned Cost:** None.

**Cause:** Lack of County oversight.

**Recommendation:** We recommend the County establish and maintain internal controls over grant financial and performance reports. Reports submitted to a third party should be reviewed by supervisory personnel with knowledge of grant operations.

**Corrective Action:** The County concurs with this recommendation and will establish and maintain internal controls over grant reporting; those controls will be immediately implemented to ensure compliance for the fiscal year 2012-13.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS (CONTINUED)**

**U.S. DEPARTMENT OF JUSTICE**

**JUSTICE ASSISTANCE GRANT PROGRAM CLUSTER**

**CFDA No. 16.738 & 16.804**

**PASSED THROUGH THE ARIZONA CRIMINAL JUSTICE COMMISSION**

**PASS THROUGH NUMBER DC 12-027, DC-12-036 & 2009-SB-B9-3318**

**AWARD PERIOD: JULY 1, 2011 – JUNE 30, 2012 & MARCH 1, 2009 – FEBRUARY 28, 2013**

**U.S. DEPARTMENT OF ENERGY**

**WEATHERIZATION ASSISTANCE FOR LOW-INCOME PERSONS**

**CFDA No. 81.042**

**PASSED THROUGH THE ARIZONA DEPARTMENT OF COMMERCE**

**PASS THROUGH NUMBER C037-09-02, EW-ESA-12-2182-02 AND LW-ESA-12-2182-02**

**AWARD PERIOD: JULY 1, 2011 – JUNE 30, 2012**

**2012-18**

**Condition:** Cash management reports were not submitted timely and were not reviewed by supervisory personnel prior to submission.

**Context:** Cash management reports were not submitted timely for 1 of 12 cash management reports for the DC-12-027 and 1 of 12 cash management reports for the DC-12-036 Justice Assistance Grant Program Cluster. Cash management reports were not reviewed by supervisory personnel prior to submission for 7 of 12 cash management reports for the DC-12-027 Justice Assistance Grant Program Cluster, 2 of 12 cash management reports for the DC-12-036 Justice Assistance Grant Program Cluster, 1 of 1 cash management reports for the 2009-SB-B9-3318 Justice Assistance Grant Program Cluster, and 6 of 36 reimbursement requests tested for the Weatherization Assistance for Low-Income Persons grant.

**Criteria:** The grant agreement and entities receiving federal awards are required to establish and maintain internal controls designed to ensure compliance with federal laws, regulations and program compliance.

**Effect:** Noncompliance with the grant agreement and as a result of the lack of review of cash management reports and submission of those reports timely, there is an increased risk that reports could be submitted to a third party with errors or could be rejected as a result of reports not being submitted timely.

**Questioned Cost:** None.

**Cause:** The County does not have internal controls in place to ensure that cash management reports are completely accurately and submitted on a timely basis.

**Recommendation:** We recommend a reporting deadline monitoring system be considered in order to minimize the risk of missed deadlines and potential loss of funds. Cash management reports should be supported by accounting records and reviewed by supervisory personnel prior to submission to a third party.

**Corrective Action:** The County concurs with this recommendation and will immediately implement internal control procedures to ensure timely and accurate reporting to avoid similar findings in the 2012-13 fiscal year.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS (CONTINUED)**

**U.S. DEPARTMENT OF LABOR  
WORKFORCE INVESTMENT ACT CLUSTER  
CFDA NO. 17.258, 17.259, & 17.278  
PASSED THROUGH THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY  
PASS THROUGH NUMBER DE111006001, DE091206001 AND DE101045001  
AWARD PERIOD: APRIL 1, 2010 –JUNE 30, 2013**

**2012-19**

**Condition/Context:** Grant reimbursements were not reconciled to the expenditures. Expenditures were not accurately reported by CFDA number on the schedule of expenditures of federal awards.

**Criteria:** The County should maintain accounting records in sufficient detail to properly report expenditures by CFDA number on the schedule of expenditures of federal awards.

**Effect:** Internal control weakness, as well as significant audit adjustments necessary to correct the allocation of federal expenditures between CFDA numbers.

**Questioned Cost:** None.

**Cause:** Inconsistencies in account coding.

**Recommendation:** We recommend the County review the control procedures and processes involved in recording cash receipts and develop internal control policies to ensure proper recording. Reimbursements should be reconciled to grant expenditures to ensure completeness. In addition, the grant revenues and expenditures should be reconciled by CFDA number to ensure grants are properly reported on the schedule of federal expenditures by CFDA number.

**Corrective Action:** The County concurs with this recommendation and will immediately implement internal control procedures to ensure proper reconciling and accurate reporting of the schedule of federal expenditures for the fiscal year ended June 30, 2013.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS (CONTINUED)**

**U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CHILD SUPPORT ENFORCEMENT  
CFDA No. 93.563  
PASSED THROUGH THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY  
PASS THROUGH NUMBER DES06726-1 AND DE111165001  
AWARD PERIOD: OCTOBER 1, 2010 – SEPTEMBER 30, 2015**

**2012-20**

**Condition/Context:** Child Support Enforcement expenditures from the Court Clerk's office are unidentifiable within the County ledger system. The child support expenditures are commingled with other Court Clerk department expenditures.

**Criteria:** The Code of Federal Regulations 45 CFR Section 92.20 requires grantees to maintain records that adequately identify the source and application of funds provided for financially assisted activities.

**Effect:** An increased risk that transactions and account balances not related to the program are commingled with those of the program.

**Questioned Cost:** None.

**Cause:** Inadequate account code structure.

**Recommendation:** We recommend the County restructure its chart of accounts to better segregate and track expenditures reimbursed by a third party.

**Corrective Action:** The County concurs with this recommendation and will immediately review the account structure and modify the account structure, as necessary, to ensure compliance with the Code of Federal Regulations. The account structure modification was not completed by June 30, 2012. New account code structures have been established for the 2013 fiscal year.

**Contact Person:** Don McDaniel, County Manager

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION IV – SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**

**U.S. DEPARTMENT OF AGRICULTURE**

**SECURE PAYMENTS FOR STATES AND COUNTIES CONTAINING FEDERAL LANDS**

**CFDA No. 10.665**

**DIRECT GRANT AND PASSED THROUGH THE U.S. FOREST SERVICE, APACHE-SITEGREAVES NATIONAL FOREST**

**PASS THROUGH NUMBER 10-DG11030121018 AND 11-DG-11030121-005**

**U.S. DEPARTMENT OF TRANSPORTATION**

**HIGHWAY PLANNING AND CONSTRUCTION CLUSTER**

**CFDA No. 20.205**

**PASSED THROUGH THE ARIZONA DEPARTMENT OF TRANSPORTATION**

**PASS THROUGH NUMBER IGA/JPA 08-1321, IGA/JPA 10-161, IGA/JPA 09-128**

**PRIOR REFERENCE NUMBER: 2011-16**

**Condition:** The County did not retain grant documentation to support compliance with provisions of the grant agreements; the County did not maintain documentation for procurement suspension and debarment or the provisions of the Davis Bacon-Act.

**Status:** Fully corrected during the current fiscal year.

**U.S. DEPARTMENT OF JUSTICE**

**JUSTICE ASSISTANCE GRANT PROGRAM CLUSTER**

**CFDA No. 16.738 & 16.803**

**PASSED THROUGH THE ARIZONA CRIMINAL JUSTICE COMMISSION**

**PASS THROUGH NUMBER DC 10-027, DC-10-036, AND VA-11-020**

**U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**CHILD SUPPORT ENFORCEMENT**

**CFDA No. 93.563**

**PASSED THROUGH THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY**

**PASS THROUGH NUMBER DES06725-1, DE111165001 AND DES06726-1**

**PRIOR REFERENCE NUMBER: 2011-17, 2010-18**

**Condition:** Federal financial and performance reports were not completed and submitted to the Arizona Criminal Justice Commission. Federal financial and performance reports were not reviewed by supervisory personnel prior to submission to the Arizona Department of Economic Security.

**Status:** Partially corrected during the current fiscal year. The Justice Assistance Grant Program Cluster had a similar condition and corrective action noted as item 2012-17. The Child Support Enforcement grant was fully corrected in the current year.

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION IV – SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS (CONTINUED)**

**U.S. DEPARTMENT OF JUSTICE  
JUSTICE ASSISTANCE GRANT PROGRAM CLUSTER  
CFDA No. 16.738 & 16.803  
PASSED THROUGH THE ARIZONA CRIMINAL JUSTICE COMMISSION  
PASS THROUGH NUMBER DC 10-027, DC-10-036, AND VA-11-020**

**U.S. DEPARTMENT OF TRANSPORTATION  
HIGHWAY PLANNING AND CONSTRUCTION CLUSTER  
CFDA No. 20.205  
PASSED THROUGH THE ARIZONA DEPARTMENT OF TRANSPORTATION  
PASS THROUGH NUMBER IGA/JPA 08-1321, IGA/JPA 10-161, IGA/JPA 09-128**

**U.S. DEPARTMENT OF ENERGY  
WEATHERIZATION ASSISTANCE FOR LOW-INCOME PERSONS  
CFDA No. 81.042  
PASSED THROUGH THE ARIZONA DEPARTMENT OF COMMERCE  
PASS THROUGH NUMBER C037-09-02, C052-09-02 AND G043-10-02  
PRIOR REFERENCE NUMBER: 2011-18, 2010-20**

**Condition:** Cash management reports were not submitted timely and were not reviewed by supervisory personnel prior to submission.

**Status:** Partially corrected. A similar condition and corrective action were noted as item 2012-18 for the Justice Assistance Grant Program Cluster and the Weatherization Assistance for Low-Income Persons. The Highway Planning and Construction Cluster was fully corrected in the current fiscal year.

**U.S. DEPARTMENT OF LABOR  
WORKFORCE INVESTMENT ACT CLUSTER  
CFDA No. 17.258, 17.259, & 17.260  
PASSED THROUGH THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY  
PASS THROUGH NUMBER DE091206001, DE101045001 AND DE111006001  
PRIOR REFERENCE NUMBER: 2011-19, 2010-21**

**Condition:** Grant reimbursements were not reconciled to the expenditures. Expenditures were not accurately reported by CFDA number on the schedule of expenditures of federal awards.

**Status:** Not corrected. Similar condition and corrective action noted as item 2012-19.

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION IV – SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS (CONTINUED)**

**U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CHILD SUPPORT ENFORCEMENT  
CFDA No. 93.563  
PASSED THROUGH THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY  
PASS THROUGH NUMBER DES06725-1, DE111165001 AND DES06726-1  
PRIOR REFERENCE NUMBER: 2011-20, 2010-23**

**Condition:** The August 2010 through October 2010 Certified Public Expenditure Reports were filed with the Arizona Department of Economic Security using the prior year approved indirect cost rate (fiscal year 2009).

**Status:** Fully corrected during the current fiscal year. No similar instances were brought to our attention in the current fiscal year.

**U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CHILD SUPPORT ENFORCEMENT  
CFDA No. 93.563  
PASSED THROUGH THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY  
PASS THROUGH NUMBER DES06725-1, DE111165001 AND DES06726-1  
PRIOR REFERENCE NUMBER: 2011-21, 2010-24, 2009-16, 08-19, 07-21, 06-20, 05-21, 04-21, 03-101**

**Condition:** Child Support Enforcement expenditures from the Court Clerk's office are unidentifiable within the County ledger system. The child support expenditures are commingled with other Court Clerk department expenditures.

**Status:** Not corrected. Similar condition and corrective action noted as item 2012-20.

**GILA COUNTY, ARIZONA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2012**

**SECTION IV – SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS (CONCLUDED)**

**U.S. DEPARTMENT OF LABOR  
ARRA WORKFORCE INVESTMENT ACT CLUSTER  
CFDA No. 17.258, 17.259, & 17.260  
PASSED THROUGH THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY  
PASS THROUGH NUMBER DE091206001, DE101045001 AND DE111006001**

**U.S. DEPARTMENT OF ENERGY  
WEATHERIZATION ASSISTANCE FOR LOW-INCOME PERSONS  
CFDA No. 81.042  
PASSED THROUGH THE ARIZONA DEPARTMENT OF COMMERCE  
PASS THROUGH NUMBER C037-09-02, C052-09-02 AND G043-10-02**

**U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CHILD SUPPORT ENFORCEMENT  
CFDA No. 93.563  
PASSED THROUGH THE ARIZONA DEPARTMENT OF ECONOMIC SECURITY  
PASS THROUGH NUMBER DES06725-1, DE111165001 AND DES06726-1  
PRIOR REFERENCE NUMBER: 2011-22**

**Condition:** For 3 of 60 payroll disbursements tested for Gila County, determined employee timesheets were not properly reviewed and approved by management.

**Status:** Fully corrected during the current fiscal year.

**U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
PUBLIC HEALTH EMERGENCY PREPAREDNESS  
CFDA No. 93.069  
PASSED THROUGH THE ARIZONA DEPARTMENT OF HEALTH SERVICES  
PRIOR REFERENCE NUMBER: 08-20, 07-22, 05-18, 04-18, 03-102**

**Condition:** Eight out of nineteen expenditure reports were not submitted timely. The reports were 5 to 65 days late.

**Status:** Condition was not corrected in fiscal year 2012. Two of four reports tested were not submitted timely.