

**WEST VIRGINIA FOUNDATION FOR  
RAPE INFORMATION AND SERVICES, INC.**

**AUDITED FINANCIAL STATEMENTS AND  
SUPPLEMENTAL INFORMATION**

**JUNE 30, 2009**

DHHR - Finance

DEC 17 2009

Date Received

**WEST VIRGINIA FOUNDATION FOR  
RAPE AND INFORMATION SERVICES, INC.**

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(304) 594-9199

**INDEPENDENT AUDITOR'S REPORT**

To the Board of  
**West Virginia Foundation for  
Rape Information and Services, Inc.**  
Fairmont, WV

I have audited the accompanying statement of financial position of **West Virginia Foundation for Rape Information and Services, Inc.** (a not-for-profit organization) as of June 30, 2009, and the related statements of activities, functional expenses, and cash flows for the year then ended. These financial statements are the responsibility of **West Virginia Foundation for Rape Information and Services, Inc.**'s management. My responsibility is to express an opinion on these financial statements based on my audits.

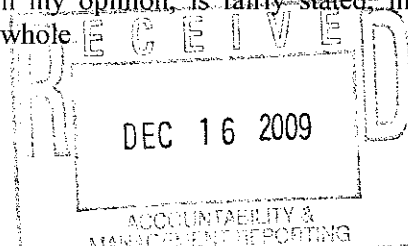
I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of **West Virginia Foundation for Rape Information and Services, Inc.** as of June 30, 2009, and the changes in net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, I have also issued my report dated October 19, 2009 on my consideration of **West Virginia Foundation for Rape Information and Services, Inc.**'s internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of my audit.

My audit was performed for the purpose of forming an opinion on the basic financial statements taken as a whole. The accompanying schedule of expenditures of federal and state 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 summary schedule of prior audit findings is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in my opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

*HARILL, CPA*  
October 19, 2009



**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION SERVICES, INC.**  
**STATEMENT OF FINANCIAL POSITION**  
*June 30, 2009*



**ASSETS**

	<u>Total</u>
<b>Current assets</b>	
Cash	\$ 19,890
Grants receivable	121,984
Prepaid insurance	<u>1,333</u>
<b>Total current assets</b>	<u>143,207</u>
<b>Property and equipment</b>	
Furniture and equipment	51,122
Less: accumulated depreciation	<u>(47,194)</u>
<b>Net property and equipment</b>	<u>3,928</u>
<b>Total assets</b>	<u><u>147,135</u></u>

**LIABILITIES AND NET ASSETS**

<b>Current liabilities</b>	
Accounts payable	61,424
Accrued compensated absences	<u>10,823</u>
<b>Total current liabilities</b>	<u>72,247</u>
<b>Net assets</b>	
Unrestricted	37,098
Temporarily restricted	<u>37,790</u>
<b>Total net assets</b>	<u>74,888</u>
<b>Total liabilities and net assets</b>	<u><u>\$ 147,135</u></u>

The accompanying notes are an integral part of these financial statements

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION SERVICES, INC.**  
**STATEMENT OF ACTIVITIES**  
Year ended June 30, 2009

	Unrestricted	Temporarily Restricted	Total
<b>Support and revenue</b>			
WV Rural Advocate Network Grant	\$ 272,504	\$ -	\$ 272,504
Rape Prevention Education Grant	151,776	10,554	162,330
Education and Technical Assistance Grants to End Violence Against Women with Disabilities	145,394	-	145,394
Arrest Policies and Enforcement Grant	71,181	27,236	98,417
Sexual Assault and Domestic Violence Coalition Grant	80,329	-	80,329
Stop Violence Against Women Grant	61,382	-	61,382
WV DHHR General Revenue	56,390	-	56,390
Preventative Health Block Grant	32,749	-	32,749
Prevent Violence Against Women and Girls	5,000	-	5,000
Symposium and training	10,324	-	10,324
Shelter Alliance	1,693	-	1,693
Dues	225	-	225
Interest income	30	-	30
<b>Total support and revenue</b>	<u>888,977</u>	<u>37,790</u>	<u>926,767</u>
Net assets released from restrictions	87,100	(87,100)	-
<b>Total support, revenue, and reclassifications</b>	<u>976,077</u>	<u>(49,310)</u>	<u>926,767</u>
<b>Expenses</b>			
Program services	834,220	-	834,220
Supporting activities:			
Management and general	104,104	-	104,104
<b>Total expenses</b>	<u>938,324</u>	<u>-</u>	<u>938,324</u>
<b>Change in net assets before cumulative effect of change in accounting principle</b>	37,753	(49,310)	(11,557)
<b>Cumulative effect of change in accounting principle</b>	-	60,422	60,422
<b>Net assets - beginning of year</b>	<u>(655)</u>	<u>26,678</u>	<u>26,023</u>
<b>Net assets - end of year</b>	<u>\$ 37,098</u>	<u>\$ 37,790</u>	<u>\$ 74,888</u>

The accompanying notes are an integral part of these financial statements.

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION SERVICES, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
*Year ended June 30, 2009*

	Program Services	Management and General	Total
<b>Expenses</b>			
Program support	\$ 396,091	\$ -	\$ 396,091
Salaries and wages	206,774	62,422	269,196
Contract services	88,546	-	88,546
Training and education	34,139	6,025	40,164
Travel	27,072	4,777	31,849
Employee benefits	26,654	4,775	31,429
Payroll taxes and related	16,064	7,852	23,916
Printing	17,310	-	17,310
Telephone	8,661	2,887	11,548
State awareness	11,119	-	11,119
Office supplies and expense	-	7,988	7,988
Insurance	-	2,743	2,743
Professional fees	-	2,500	2,500
Postage	1,036	115	1,151
Service charges and misc.	-	4	4
	833,466	102,088	935,554
Total expenses before depreciation	833,466	102,088	935,554
Depreciation	754	2,016	2,770
	\$ 834,220	\$ 104,104	\$ 938,324

The accompanying notes are an integral part of these financial statements.

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION SERVICES, INC.**  
**STATEMENT OF CASH FLOWS**  
*Year ended June 30, 2009*

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<b>Cash flows from operating activities</b>	
Change in net assets	\$ (11,557)
Adjustments to reconcile change in net assets to net cash used by operating activities:	
Depreciation	2,770
Change in:	
Grants receivable	(31,930)
Prepaid insurance	(254)
Accounts payable	(8,469)
Accrued compensated absences	(3,133)
<b>Net cash used by operating activities</b>	<u>(52,573)</u>
<b>Net change in cash</b>	(52,573)
<b>Cash - beginning of year</b>	<u>72,463</u>
<b>Cash - end of year</b>	<u><u>\$ 19,890</u></u>

The accompanying notes are an integral part of these financial statements.

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION AND SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
*June 30, 2009*

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**1. Organization and Nature of Business**

*West Virginia Foundation for Rape Information and Services, Inc.* (Organization) was established on June 22, 1982 to provide a comprehensive coordination of statewide rape information services, to educate and train persons on the issues surrounding sexual violence, and to promote and implement sexual violence prevention and intervention activities. The Organization's programs and projects are funded mainly through federal and state grants.

**2. Summary of Significant Accounting Policies**

***Basis of Accounting***

The accompanying financial statements have been prepared on the accrual basis of accounting as contemplated by generally accepted accounting principles, and accordingly, reflect all significant receivables, payables, and other liabilities

***Basis of Presentation***

The Organization's financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Statement of Financial Accounting Standards (SFAS) No. 117, *Financial Statements of Not-for-Profit Organizations*. Under SFAS No. 117, the Organization is required to report information regarding its financial position and activities according to three classes of net assets based on the existence or absence of donor restrictions. The Organization's net assets and changes therein are classified and reported as follows:

*Unrestricted net assets*: represent resources whose use is not limited or restricted by donors.

*Temporarily restricted net assets*: represent resources whose use is limited by donor-imposed stipulations that either expire by the passage of time or can be fulfilled or otherwise removed by the organization's actions.

*Permanently restricted net assets*: represent resources whose use is limited by donor-imposed stipulations that neither expire or can be fulfilled or otherwise removed by the organization's actions.

For the year ended June 30, 2009, the Organization had no permanently restricted net assets



**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION AND SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
*June 30, 2009*

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**2. Summary of Significant Accounting Policies (continued)**

***Basis of Presentation (continued)***

For the year ended June 30, 2009, the Organization adopted the provisions of Statement of Financial Accounting Standard (SFAS) No 116, *Accounting for Contributions Received and Contributions Made*. In accordance with SFAS No 116, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted depending on the existence or nature of donor restrictions. Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restrictions expire in the same reporting period in which the support is received. All other donor restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Upon application, the incremental effect of applying SFAS No 116 was an increase in temporarily restricted assets of \$60,422. This increase is reported in the statement of activities as cumulative effect of change in accounting principle.

***Contributions***

Unconditional promises to give are recognized as revenue and included in grants, contracts, and allocations receivable, in the period the promise is given. Such unconditional promises to give are recorded at net realizable value if expected to be collected in one year and at fair value if expected to be collected in more than one year.

Contributions of long-lived assets are reported as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Contributions of long-lived assets with explicit restrictions that specify how the assets are to be used, and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations regarding how those long-lived assets are to be used, expirations of donor restrictions are reported when the donated or acquired long-lived assets are placed in service.

***Cash and Cash Equivalents***

Cash consists of cash in a checking account. The Organization considers all highly liquid investments with a remaining maturity date of three months or less at the time of purchase to be cash equivalents. For the year ended June 30, 2009, the Organization did not hold any cash equivalents.

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION AND SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
*June 30, 2009*

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**2. Summary of Significant Accounting Policies (continued)**

*Estimates*

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect reported amounts of assets and liabilities and disclosures of any contingent assets and liabilities at the date of the financial statements. Such estimates also affect the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results may differ from these estimates.

*Grants Receivable*

Grants receivable and the related revenues are recorded when expenses applicable to grants operating on a cost reimbursement basis have been incurred. The Organization's grants receivable consist primarily of receivables from federal and state granting agencies and are deemed fully collectible; consequently, no provision for uncollectible accounts is considered necessary.

*Donated Services*

In accordance with SFAS No. 116, donated services are recognized as contributions if the services (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. For the year ending June 30, 2009 no services were received that met the criteria for recognition as donated services.

*Functional Expenses*

The costs of providing program and supporting activities have been presented on a functional basis in the statement of functional expenses, and are summarized in the statement of activities. Expenses are charged to program or supporting activities as incurred or allocated using a statistical basis.

*Fair Value Measurements*

In February 2007, the Financial Accounting Standards Board (FASB) issued Statement of Financial Accounting Standard No. 159, *The Fair Value Option for Financial Assets and Financial Liabilities – Including an amendment of FAS B Statement No. 115* (FAS 159). FAS 159 permits an entity to elect fair value as the initial and subsequent measurement attribute for certain financial statement assets and liabilities. Entities electing the fair value option would be required to recognize changes in fair value earnings. The adjustment to reflect the difference between fair value and the carrying amount is accounted for as cumulative effect adjustment to net assets as of the date of the adoption. The adoption of this pronouncement did not have an effect on the Organization's financial statements. The Organization did not elect the fair value methodology permitted under FAS 159 for any financial instrument or other item that is not currently required to be measured at fair value.

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION AND SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
*June 30, 2009*

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**2. Summary of Significant Accounting Policies (continued)**

***Fair Value Measurements***

In September 2006, the Financial Accounting Standards Board (FASB) issued Statement of Financial Accounting Standard No. 157, *Fair Value Measurements* (FAS 157). FAS 157 defines fair value, establishes a framework for measuring fair value, and expands disclosures about fair value measurements. The Organization adopted FAS 157 for year ended June 30, 2009. Under FAS 157, various inputs are used in determining the fair value of assets and liabilities. These inputs are summarized in a hierarchy that segregate fair value measurement in the three levels (levels 1, 2, and 3), determined by the nature of input as follows:

- Level 1 – Unadjusted quoted prices in active markets for identical assets or liabilities. An active market is a market in which transactions occur with sufficient frequency and volume to provide pricing information on an ongoing basis. A quoted market price in an active market provides the most reliable evidence of fair value.
- Level 2 – Other significant observable inputs, including quoted prices of similar securities in active markets, quoted prices for identical securities in markets that are not active, and other market-corroborated inputs.
- Level 3 – Significant unobservable inputs, including the Organization’s own assumptions in determining the fair value of investments, based on the best information available in the circumstances.

The adoption of FAS 157 did not have a significant impact on the Organization’s financial statements. The fair value of the Organization’s cash, grants receivable, accounts payable, and accrued expenses approximate their carrying amounts due to the short-term nature of these instruments.

***Income Taxes***

For Federal tax purposes the Organization is an exempt organization under Section 501(c)(3) of the Internal Revenue Code, and was determined not to be a private foundation by the Internal Revenue Service; however, the Organization remains subject to tax on any business income unrelated to its tax-exempt purpose.

**3. Property and Equipment**

Purchases of property and equipment are capitalized at cost. Donated assets are capitalized at the estimated fair value at the date of receipt. Depreciation is computed using the straight-line method over the estimated useful lives of the assets as follows:

<u>Class of property</u>	<u>Useful life in years</u>
Furnishings and equipment	5 - 7

See accompanying independent auditor’s report.

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION AND SERVICES, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
*June 30, 2009*

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**4. Concentration of Risk**

The Organization maintains its cash account in a financial institution located in West Virginia. The balances are insured by the Federal Deposit Insurance Corporation up to \$250,000. The Organization monitors its cash balance as well as the strength of the financial institution thereby mitigating its exposure to concentrations of credit risk.

During the year ended June 30, 2009, the Organization received approximately 54% of its grant funding from one grantor agency. A loss or substantial reduction in this funding may have a significant impact on the Organization.

**5. Accrued Compensated Absences**

Accrued compensated absences are included in these financial statements at the employee's current hourly rate at June 30, 2009. In accordance with Statement of Financial Accounting Standard (SFAS) No. 143, *Accounting for Compensated Absences*, only amounts that may be carried forward to periods subsequent to that in which they were earned are considered for accrual.

**6. Retirement Plan**

The Organization established a Simplified Employee Pension plan (Plan) under Section 408(k) of the Internal Revenue Code. The Plan is non-contributory and is administered by Prudential. To be eligible an employee must, be 21 years of age, have worked at least 3 of the immediately preceding 5 years, and not be covered under a collective bargaining agreement. Under the Plan, a predetermined contribution is made to the individual retirement account of each eligible employee, based on a percentage of their annual compensation. During the year ended June 30, 2009, the Organization contributed \$8,393 toward the Plan.

**7. Related Party Transactions**

The Organization's board of directors includes directors and members of management of certain subrecipient organizations. The amount awarded to subrecipients that were also members of the Organization's board of directors was approximately \$375,877 for the year ended June 30, 2009. At June 30, 2009, there is approximately \$61,001 due to subrecipient board members included in accounts payable.

**8. Temporarily Restricted Net Assets**

Certain grants allow for disbursement requests in advance of related expenses, certain other grants disburse awards based on a schedule of payments. At June 30, 2009, temporarily restricted net assets consisted of amounts received in advance of related expenses or prior to scheduled disbursements to subrecipients. These grant funds will be reclassified to unrestricted net assets as the amounts satisfy the purpose or time restrictions, as appropriate.

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



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

To the Board of  
*West Virginia Foundation for  
Rape Information Services, Inc.*  
Fairmont, WV

I have audited the financial statements of *West Virginia Foundation for Rape Information Services, Inc.* (a not-for-profit organization) as of and for the year ended June 30, 2009, and have issued my report thereon dated October 19, 2009. I conducted my 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**

In planning and performing my audit, I considered *West Virginia Foundation for Rape Information Services, Inc.*'s internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, I noted certain matters involving internal control over financial reporting and its operation that I consider to be reportable conditions. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in my judgment, could adversely affect *West Virginia Foundation for Rape Information Services, Inc.*'s ability to initiate, record, process, and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in the accompanying schedule of findings and questioned costs as items 09-01 and 09-02.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, I believe that none of the reportable conditions described above is a material weakness.

**Compliance**

As part of obtaining reasonable assurance about whether *West Virginia Foundation for Rape Information Services, Inc.*'s financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, 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 my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the board, management, others within the organization and the federal and West Virginia awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.

HARILL, CPA  
October 19, 2009

DHHR - Finance

DEC 17 2009

Date Received

***INDEPENDENT AUDITOR'S REPORT ON  
COMPLIANCE WITH REQUIREMENTS APPLICABLE TO  
EACH MAJOR PROGRAM AND ON INTERNAL CONTROL  
OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133***





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**REPORT ON COMPLIANCE WITH REQUIREMENTS  
APPLICABLE TO EACH MAJOR PROGRAM AND ON INTERNAL CONTROL  
OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

To the Board of  
**West Virginia Foundation for  
Rape Information Services, Inc.**  
Fairmont, WV

Compliance

I have audited the compliance of **West Virginia Foundation for Rape Information Services, Inc.** (a not-for-profit organization) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended June 30, 2009. **West Virginia Foundation for Rape Information Services, Inc.**'s major federal programs are identified in the identification of major programs 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 **West Virginia Foundation for Rape Information Services, Inc.**'s management. My responsibility is to express an opinion on **West Virginia Foundation for Rape Information Services, Inc.**'s compliance based on my audit.

I conducted my 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 I 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 **West Virginia Foundation for Rape Information Services, Inc.**'s compliance with those requirements and performing such other procedures as I considered necessary in the circumstances. I believe that my audit provides a reasonable basis for my opinion. My audit does not provide a legal determination of **West Virginia Foundation for Rape Information Services, Inc.**'s compliance with those requirements.

In my opinion, **West Virginia Foundation for Rape Information Services, Inc.** complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2009.

## Internal Control Over Compliance

The management of *West Virginia Foundation for Rape Information Services, Inc.* 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 my audit, I considered *West Virginia Foundation for Rape Information Services, Inc.* internal control over compliance with the requirements that could have a direct and material effect on a major federal program in order to determine my auditing procedures for the purpose of expressing my opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of *West Virginia Foundation for Rape Information Services, Inc.*'s internal control over compliance.

A control deficiency in an entity's internal control over compliance 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 noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control.

My consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control over compliance that I consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of management, board of directors, 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.

HARILL, CPA

October 19, 2009

***SCHEDULE OF EXPENDITURES OF FEDERAL  
AND STATE AWARDS***

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION SERVICES, INC.**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS**  
*Year ended June 30, 2009*

<u>Grantor Agency</u>	<u>Program Title</u>	<u>CFDA Number</u>	<u>Grant Number</u>	<u>Expenditures</u>
<u>U.S. Department of Health and Human Services</u>				
<u>Passed through:</u>				
WV Department of Health and Human Resources	Injury Prevention & Control Research & State & Community Based Programs	93 136	G080591 & G090644	\$ 209,675
WV Department of Health and Human Resources	Preventive Health & Health Services Block Grant	93 991	G080591 & G090644	44,226
<u>U.S. Department of Justice</u>				
	Grants to States Sexual Assault and Domestic Violence Coalitions	16 556	2007-SW-AX-0015	80,328
	Education and Technical Assistance Grants to End Violence Against Women with Disabilities	16 529	2006-FW-AX-K00L	145,394
	Rural Domestic Violence, Dating Violence, Sexual Assault, and Stalking Assistance Program	16 589	2007-SR-AX-0012	272,504
<u>Passed through:</u>				
WV Department of Health and Human Resources	Grants to Encourage Arrest Policies	16 590	G090637	71,181
WV Division of Criminal Justice Services	Violence Against Women Formula Grants	16 588	09-4001& 08-3001& 07-2005	60,951
			<b>Total Federal Expenditures</b>	<b>\$ 884,259</b>
<u>WV Department of Health and Human Resources</u>				
	Primary Care & General Revenue	N/A	G090430	56,390
			<b>Total State Expenditures</b>	<b>\$ 56,390</b>

See accompanying notes to the financial statements.

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION AND SERVICES, INC.**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS**  
*June 30, 2009*

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**1. Basis of Presentation**

The accompanying schedule of expenditures of federal and state awards includes the federal and state grant activity of *West Virginia Foundation for Rape Information and Services, Inc.* and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in the schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements

**1. Subrecipients**

The *West Virginia Foundation for Rape Information and Services, Inc.* provided federal and state awards to subrecipients as follows:

Grant or Program	CFDA Number	Amount
Rural Domestic Violence, Dating Violence, Sexual Assault, and Stalking Assistance Program	16.589	\$ 190,819
Preventive Health and Health Services Block Grant	93.991	29,225
Injury Prevention and Control Research and State Community Based Programs	93.136	102,615
WV Primary Care and General Revenue	N/A	35,464
		<u>\$ 358,123</u>

***SUPPLEMENTAL INFORMATION***

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION SERVICES, INC.**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
*Year ended June 30, 2009*

**1. Summary of auditor's results**

**Financial statements**

Type of auditor's report issued: Unqualified

Internal control over financial reporting:

- Material weakness(es) identified? \_\_\_\_\_ Yes  X  No
- Significant deficiency(ies) identified that is(are) not considered to be material weakness(es)?  X  Yes \_\_\_\_\_ None reported
- Noncompliance material to financial statements noted? \_\_\_\_\_ Yes  X  No

**Federal awards**

Internal control over major programs:

- Material weakness(es) identified? \_\_\_\_\_ Yes  X  No
- Significant deficiency(ies) identified that is(are) not considered to be material weakness(es)? \_\_\_\_\_ Yes  X  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 section 510(a) of Circular A-133? \_\_\_\_\_ Yes  X  No

**Identification of major programs**

<u>CFDA Number</u>	<u>Name of Federal Program or Cluster</u>
16.529	Education and Technical Assistance Grants to End Violence Against Women With Disabilities
16.589	Rural Domestic Violence, Dating Violence, Sexual Assault and Stalking Assistance Program
16.590	Grants to Encourage Arrest Policies and Enforcement of Protection Orders
16.588	Violence Against Women Formula Grants

Dollar threshold used to distinguish between type A and type B programs:  \$300,000

Auditee qualified as low-risk auditee? \_\_\_\_\_ Yes  X  No

See accompanying notes and auditor's report.

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION AND SERVICES, INC.**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (continued)**  
**Year ended June 30, 2009**

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**II. Financial statement findings**

**09-01 Segregation of duties**

Condition: The Organization has a limited number of personnel with responsibility for accounting and financial reporting matters. As a result, there is a lack of segregation of duties over the initiation, authorization, recording, and reporting of transactions and the preparation and review of financial reports by persons sufficiently independent of the transactions.

Criteria: Segregation of duties is a critical piece of the internal control framework. This key internal control element dictates that duties should be aligned so that no one individual controls too many critical aspects of a process or transaction.

Cause: Limited staff decreases the ability to provide for segregation of some accounting processes.

Effect: Increased potential that fraud and abuse could occur.

Recommendation: Responsibility for initiation, authorization, recording, and reporting of transactions should be segregated to the extent possible. I recommend continued review and assessment in this area of internal control, as this key internal control is vital to ensure errors or irregularities are detected and prevented in a timely basis in the normal course of business. It is incumbent upon the board to remain strong and active; additionally, the board should recognize that its scope of oversight of the internal control system applies to all three major areas of control: operations, compliance with laws and regulations, and financial reporting. Although complete segregation of duties is not feasible given the limited staff available, management has been mindful and resourceful in its efforts to segregate duties and is commended for its efforts.

Management Response: Management and the board will remain vigilant in their efforts to consider the control environment, assess risks, monitor activities, and improve policies and procedures when deficiencies are identified. Any further segregation of duties is economically infeasible.



**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION AND SERVICES, INC.**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (continued)**  
*Year ended June 30, 2009*

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**II. Financial statement findings**

**09-02 Drafting of financial statements**

Condition: The Organization does not have adequate staff to prepare the financial statements in accordance with generally accepted accounting principles (GAAP).

Criteria: Reliable financial reporting requires that financial statements conform with GAAP. Preparing financial statements is the culminating step of financial reporting.

Cause: Limited staff and time decreases the ability to prepare financial statements in conformity with GAAP.

Effect: Increased potential that fraud and abuse could occur.

Recommendation: The Organization should engage the services of a certified public accountant or other professional with the expertise and ability to prepare financial statements in conformity with GAAP, with the understanding that preparing the financial statements in conformity with GAAP includes not only the broad guidelines of general application, but also detailed practices and procedures. GAAP includes pronouncements of authoritative bodies designated by the AICPA to establish accounting principles.

Management Response: It is not cost efficient to hire additional professionals to prepare financial statements in accordance with GAAP.

**III. Federal award findings and questioned costs**

None

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION AND SERVICES, INC.**  
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**

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Reference Number:

<b>08-1</b>	Segregation of Duties:	Uncorrected
<b>08-2</b>	Drafting of Financial Statements:	Uncorrected
<b>08-3</b>	Cash in Excess of F.D.I.C.:	Corrected



# West Virginia Foundation for Rape Information and Services, Inc.

112 Braddock Street, Fairmont, WV 26554 304-366-9500 FAX 304-366-9501

October 20, 2009

**CONTACT**  
**Huntington**  
**Rape Crisis**  
**Counseling**  
Huntington  
304-399-1111

**Family**  
**Refuge**  
**Center**  
Lewisburg  
304-645-6334

**Family**  
**Service**  
**REACH**  
**Program**  
Charleston  
304-340-3676

**Hope, Inc.**  
Fairmont  
304-367-1100

**Rape and**  
**Domestic**  
**Violence**  
**Information**  
**Center**  
Morgantown  
304-292-5100

**Sexual**  
**Assault Help**  
**Center**  
Wheeling  
304-234-8519

**Shenandoah**  
**Women's**  
**Center**  
Martinsburg  
304-263-8292

**Women's Aid**  
**In Crisis**  
Elkins  
1-800-339-1185

**Women's**  
**Resource**  
**Center**  
Beckley  
304-255-2559

U.S. Department of Justice:

The West Virginia Foundation for Rape Information and Services, Inc. respectfully submits the following corrective action plan for the year ended June 30, 2009. Name and address of independent accounting firm: H. A. Ruckle, CPA, 3803 Swallowtail Drive, Morgantown, WV 26508. Audit period: July 1, 2008 through June 30, 2009.

The findings from the June 30, 2009 schedule of findings and questioned costs are discussed below. The findings are numbered consistently with the numbers assigned in the schedule. Section I of the schedule, Summary of auditor's results, does not include findings and is not addressed.

## II. Financial statement findings

### Reportable conditions

#### 09-01 Segregation of duties

Recommendation: Responsibility for initiation, authorization, recording, and reporting of transactions should be segregated to the extent possible. I recommend continued review and assessment in this area of internal control, as this key internal control is vital to ensure errors or irregularities are detected and prevented in a timely basis in the normal course of business. It is incumbent upon the board to remain strong and active; additionally, the board should recognize that its scope of oversight of the internal control system applies to all three major areas of control: operations, compliance with laws and regulations, and financial reporting.

Action taken: Management and the board will remain vigilant in their efforts to consider the control environment, assess risks, monitor activities, and improve policies and procedures when deficiencies are identified. Any further segregation of duties is economically infeasible.

#### 09-02 Drafting of financial statements

Recommendation: The Organization should engage the services of a certified public accountant or other professional with the expertise and ability to prepare financial statements in conformity with GAAP, with the understanding that preparing the financial statements in conformity with GAAP includes not only the broad guidelines of general application, but also detailed practices and procedures. GAAP includes pronouncements of authoritative bodies designated by the AICPA to establish accounting principles.

Action taken: It is not cost efficient to hire additional professionals to prepare financial statements in accordance with GAAP.

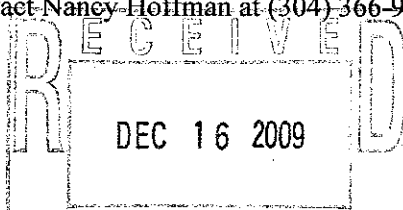
## III. Federal award findings and questioned costs

None

If there are any questions regarding this plan, please contact Nancy Hoffman at (304) 366-9500.

Sincerely,

Nancy Hoffman  
State Coordinator





# West Virginia Foundation for Rape Information and Services, Inc.

112 Braddock Street, Fairmont, WV 26554 304-366-9500 FAX 304-366-9501

October 5, 2009

**CONTACT**  
**Huntington**  
**Rape Crisis**  
**Counseling**  
Huntington  
304-399-1111

**Family**  
**Refuge**  
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Beckley  
304-255-2559

U.S. Department of Justice:

The West Virginia Foundation for Rape Information and Services, Inc. respectfully submits the following corrective action plan for the year ended June 30, 2009. Name and address of independent accounting firm: H A Ruckle, CPA, 3803 Swallowtail Drive, Morgantown, WV 26508 Audit period: July 1, 2008 through June 30, 2009

The findings from the June 30, 2009 schedule of findings and questioned costs are discussed below. The findings are numbered consistently with the numbers assigned in the schedule. Section I of the schedule, Summary of auditor's results, does not include findings and is not addressed.

## II Financial statement findings

### Reportable conditions

#### 09-01 Segregation of duties

Recommendation: Responsibility for initiation, authorization, recording, and reporting of transactions should be segregated to the extent possible. I recommend continued review and assessment in this area of internal control, as this key internal control is vital to ensure errors or irregularities are detected and prevented in a timely basis in the normal course of business. It is incumbent upon the board to remain strong and active; additionally, the board should recognize that its scope of oversight of the internal control system applies to all three major areas of control: operations, compliance with laws and regulations, and financial reporting.

Action taken: Management and the board will remain vigilant in their efforts to consider the control environment, assess risks, monitor activities, and improve policies and procedures when deficiencies are identified. Any further segregation of duties is economically infeasible.

#### 09-02 Drafting of financial statements

Recommendation: The Organization should engage the services of a certified public accountant or other professional with the expertise and ability to prepare financial statements in conformity with GAAP, with the understanding that preparing the financial statements in conformity with GAAP includes not only the broad guidelines of general application, but also detailed practices and procedures. GAAP includes pronouncements of authoritative bodies designated by the AICPA to establish accounting principles.

Action taken: It is not cost efficient to hire additional professionals to prepare financial statements in accordance with GAAP.

## III Federal award findings and questioned costs

None

If there are any questions regarding this plan, please contact Nancy Hoffman at (304) 366-9500

Sincerely,

Nancy Hoffman  
State Coordinator

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DEC 16 2009

**WEST VIRGINIA FOUNDATION FOR  
RAPE INFORMATION AND SERVICES, INC.**

**AUDITOR COMMUNICATIONS**

**WITH THOSE CHARGED WITH GOVERNANCE**

**JUNE 30, 2009**



3803 Swallowtail Drive  
Morgantown, WV 26508  
(304) 594-9199

Communication with those Charged with Governance

To the Board of Directors or  
West Virginia Foundation for  
Rape Information and Services, Inc.  
Fairmont, WV

I have audited the financial statements of West Virginia Foundation for Rape Information and Services, Inc. for the year ended June 30, 2009. Professional standards require that I provide you with information about my responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and OMB Circular A-133, as well as certain information related to the planned scope and timing of my audit. I have communicated such information in our letter to you dated March 21, 2009. Professional standards also require that I communicate to you the following information related to my audit.

My Responsibility under U.S. Generally Accepted Auditing Standards

As part of my audit, I considered the internal control of West Virginia Foundation for Rape Information and Services, Inc. Such considerations were solely for the purpose of determining my audit procedures and not to provide any assurance concerning such internal control. As stated in my engagement letter dated March 21, 2009, my responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. My audit of the financial statements does not relieve you or management of your responsibilities.

Significant Audit Findings

*Qualitative Aspects of Accounting Practices:*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by West Virginia Foundation for Rape Information and Services, Inc. are described in Note 2 to the financial statements. As described in Note 2, the Organization adopting Statement of Financial Accounting Standards (SFAS) No. 116, *Accounting for Contributions Received and Contributions Made* in year ended June 30, 2009. I noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus.

## Significant Audit Findings (continued)

### *Qualitative Aspects of Accounting Practices (continued):*

There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of depreciation expense is based on the estimated useful life of the individual assets. I evaluated the key factors and assumptions used to develop the depreciation expense in determining that it is reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear.

### Difficulties Encountered in Performing the Audit

I encountered no significant difficulties in dealing with management in performing and completing my audit.

### Corrected and Uncorrected Misstatements

Professional standards require me to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

### Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to my satisfaction, that could be significant to the financial statements or the auditor's report. I am pleased to report that no such disagreements arose during the course of my audit.

### Management Representations

I have requested certain representations from management that are included in the management representation letter dated October 19, 2009.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, my professional standards require the consulting accountant to check with me to determine that the consultant has all the relevant facts. To my knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

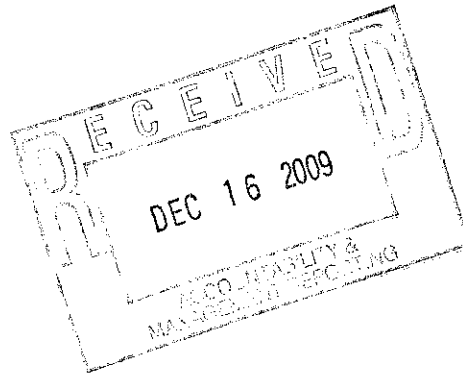
I generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management prior to retention as the Organization's auditor. However, these discussions occurred in the normal course of my professional relationship and my responses were not a condition to my retention.

This information is intended solely for the use of the Board of Directors and management of West Virginia Foundation for Rape Information and Services, Inc. and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

*HARILL, CPA*

October 19, 2009  
H. A. Ruckle, CPA





**WEST VIRGINIA FOUNDATION FOR  
RAPE INFORMATION AND SERVICES, INC.**

**INTERNAL CONTROL COMMUNICATION**

**JUNE 30, 2009**

**COPY**



3803 Swallowtail Drive  
Morgantown, WV 26508  
(304) 594-9199

Internal Control Communication

To the Board of Directors  
and management of  
West Virginia Foundation for  
Rape Information and Services, Inc.  
Fairmont, WV

In planning and performing my audit of the financial statements of West Virginia Foundation for Rape Information and Services, Inc. as of and for the year ended June 30, 2009, in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and OMB Circular A-133 I considered West Virginia Foundation for Rape Information and Services, Inc.'s internal control over financial reporting (internal control) as a basis for designing my auditing procedures for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, I do not express an opinion on the effectiveness of the Organization's internal control.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the organization's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the organization's financial statements that is more than inconsequential will not be prevented or detected by the organization's internal control.

A material weakness is a significant deficiency, or a combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the organization's internal control.

My consideration of internal control was for the limited purpose described in the first paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control that I consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, Board of Directors, and others within the organization, and is not intended to be and should not be used by anyone other than these specified parties.

HARILL, CPA  
October 19, 2009

