STATE OF MINNESOTA

Office of the State Auditor



Rebecca Otto State Auditor

MANAGEMENT AND COMPLIANCE REPORT PREPARED AS A RESULT OF THE AUDIT OF

BLUE EARTH COUNTY MANKATO, MINNESOTA

YEAR ENDED DECEMBER 31, 2011

Description of the Office of the State Auditor

The mission of the Office of the State Auditor is to oversee local government finances for Minnesota taxpayers by helping to ensure financial integrity and accountability in local governmental financial activities.

Through financial, compliance, and special audits, the State Auditor oversees and ensures that local government funds are used for the purposes intended by law and that local governments hold themselves to the highest standards of financial accountability.

The State Auditor performs approximately 160 financial and compliance audits per year and has oversight responsibilities for over 3,300 local units of government throughout the state. The office currently maintains five divisions:

Audit Practice - conducts financial and legal compliance audits of local governments;

Government Information - collects and analyzes financial information for cities, towns, counties, and special districts;

Legal/Special Investigations - provides legal analysis and counsel to the Office and responds to outside inquiries about Minnesota local government law; as well as investigates allegations of misfeasance, malfeasance, and nonfeasance in local government;

Pension - monitors investment, financial, and actuarial reporting for approximately 730 public pension funds; and

Tax Increment Financing - promotes compliance and accountability in local governments' use of tax increment financing through financial and compliance audits.

The State Auditor serves on the State Executive Council, State Board of Investment, Land Exchange Board, Public Employees Retirement Association Board, Minnesota Housing Finance Agency, and the Rural Finance Authority Board.

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Year Ended December 31, 2011



Management and Compliance Report

Audit Practice Division Office of the State Auditor State of Minnesota



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SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED DECEMBER 31, 2011

I. SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued: Unqualified

Internal control over financial reporting:

- Material weaknesses identified? **No**
- Significant deficiencies identified? **No**

Noncompliance material to the financial statements noted? No

Federal Awards

Internal control over major programs:

- Material weaknesses identified? No
- Significant deficiencies identified? No

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 OMB Circular A-133? **No**

The major programs are:

Temporary Assistance for Needy Families Cluster	
Temporary Assistance for Needy Families	CFDA #93.558
Emergency Contingency Fund for Temporary Assistance	
for Needy Families (TANF) State Program - ARRA	CFDA #93.714
Social Services Block Grant	CFDA #93.667
Medical Assistance Program	CFDA #93.778
Disaster Grants - Public Assistance (Presidentially Declared	
Disasters)	CFDA #97.036

The threshold for distinguishing between Types A and B programs was \$323,595.

Blue Earth County qualified as low-risk auditee? Yes

II. FINDINGS RELATED TO FINANCIAL STATEMENTS AUDITED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

None.

III. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARD PROGRAMS

None.

IV. OTHER FINDINGS AND RECOMMENDATIONS

MANAGEMENT PRACTICES

PREVIOUSLY REPORTED ITEMS NOT RESOLVED

97-8 County Ditch Fund Deficits

Criteria: Assets should exceed liabilities in order for the County to meet its obligations and maintain a positive fund balance. Through the levying of assessments, Minn. Stat. § 103E.735, subd. 1, permits the accumulation of a surplus balance for the repair costs of a ditch system not to exceed 20 percent of the assessed benefits of the ditch system or \$100,000, whichever is greater.

Condition: As of December 31, 2011, the County had individual ditch systems where liabilities exceeded assets, resulting in individual deficit fund balance amounts.

Context: Sixteen of the 126 individual ditch systems had deficit fund balances as of December 31, 2011, totaling \$405,877, which is a decrease from the \$851,177 deficit reported in the prior year.

Effect: Allowing a ditch system to maintain a deficit fund balance, in effect, constitutes an interest-free loan from other individual ditch systems.

Cause: Ditch expenditures were necessary, and the ditch levies were not sufficient to cover all costs.

Recommendation: We recommend the County eliminate the ditch fund balance deficits by levying assessments pursuant to Minn. Stat. § 103E.735, subd. 1, which permits the accumulation of a surplus balance to provide for the repair costs of a ditch system.

Client's Response:

We concur with the finding.

07-2 Public Works Deficit Fund Balance

Criteria: Assets should exceed liabilities in order for the County to meet its obligations and maintain a positive fund balance.

Condition: As of December 31, 2011, the assets in the County's Public Works Special Revenue Fund did not exceed liabilities, resulting in a deficit fund balance amount.

Context: As of December 31, 2011, the Public Works Special Revenue Fund had a deficit fund balance of \$4,580,972, which is an increase from the \$1,043,515 deficit reported in the prior year.

Effect: A fund with a deficit fund balance is, in effect, borrowing from County funds with positive fund balances.

Cause: The County did not levy sufficient taxes nor transfer sufficient funds to cover the expenditures in the Public Works Special Revenue Fund.

Recommendation: We recommend that the County monitor fund balances and eliminate the deficit fund balances by increasing revenues or appropriating sufficient funds to cover expenditures.

Client's Response:

We concur with the finding.





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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

Board of County Commissioners Blue Earth County

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of Blue Earth County as of and for the year ended December 31, 2011, which collectively comprise the County's basic financial statements, and have issued our report thereon dated June 27, 2012. Our report includes a reference to other auditors. 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. Other auditors audited the financial statements of the Economic Development Authority Enterprise Fund, as described in our report on Blue Earth County's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

Internal Control Over Financial Reporting

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

A deficiency in internal control over financial reporting 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 combination of deficiencies, in internal control over financial reporting such that there is a reasonable possibility that a material misstatement of the County's financial statements will not be prevented, or detected and corrected, on a timely basis.

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 deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Blue Earth County's 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*.

Minnesota Legal Compliance

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the provisions of the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65. Accordingly, the audit included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The Minnesota Legal Compliance Audit Guide for Political Subdivisions contains seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing. Our study included all of the listed categories, except that we did not test for compliance in tax increment financing because the County has no tax increment financing.

The results of our tests indicate that for the items tested, Blue Earth County complied with the material terms and conditions of applicable legal provisions.

Also included in the Schedule of Findings and Questioned Costs are management practices comments. We believe these recommendations to be of benefit to the County, and they are reported for that purpose.

Blue Earth County's written responses to management practices findings identified in our audit have been included in the Schedule of Findings and Questioned Costs. We did not audit the County's responses and, accordingly, we express no opinion on them.

This report is intended solely for the information and use of the Board of County Commissioners, management, others within Blue Earth County, and federal awarding agencies and pass-through entities and is not intended to be, and should not be, used by anyone other than those specified parties.

/s/Rebecca Otto

/s/Greg Hierlinger

REBECCA OTTO STATE AUDITOR

GREG HIERLINGER, CPA DEPUTY STATE AUDITOR

June 27, 2012





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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

Board of County Commissioners Blue Earth County

Compliance

We have audited Blue Earth County's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133 Compliance Supplement* that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2011. Blue Earth County's major federal programs are identified in the Summary of Auditor's 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 the County's compliance based on our audit.

Blue Earth County's basic financial statements include the operations of the Blue Earth County Economic Development Authority (EDA) component unit, which expended \$757,141 in federal awards during the year ended December 31, 2011, which are not included in the Schedule of Expenditures of Federal Awards (SEFA). Our audit, described below, did not include the operations of the EDA because the EDA had a separate single audit in accordance with OMB Circular A-133.

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 Blue Earth 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 the County's compliance with those requirements.

In our opinion, Blue Earth 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 December 31, 2011.

Internal Control Over Compliance

Management of Blue Earth County is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the County's internal control over compliance with 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 the County's internal control over compliance.

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.

Our consideration of the internal control over compliance 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 compliance that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

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 Blue Earth County as of and for the year ended December 31, 2011, and have issued our report thereon dated June 27, 2012. We did not audit the EDA, which was audited by other auditors. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise Blue Earth County's basic financial statements. The accompanying SEFA is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. The SEFA is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The SEFA 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 SEFA 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 Board of County Commissioners, management and 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 those specified parties.

/s/Rebecca Otto

/s/Greg Hierlinger

REBECCA OTTO STATE AUDITOR

GREG HIERLINGER, CPA DEPUTY STATE AUDITOR

June 27, 2012



SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED DECEMBER 31, 2011

Federal Grantor Pass-Through Agency	Federal CFDA		3*4
Grant Program Title	Number	Ex	penditures
U.S. Department of Agriculture			
Passed Through Minnesota Department of Health			
Special Supplemental Nutrition Program for Women, Infants, and Children	10.557	\$	240,621
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Passed Through Minnesota Department of Human Services			
State Administrative Matching Grants for the Supplemental Nutrition Assistance			
Program	10.561		344,903
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Passed Through Minnesota Department of Agriculture			
WIC Farmers' Market Nutrition Program (FMNP)	10.572		698
Total U.S. Department of Agriculture		\$	586,222
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U.S. Department of Commerce			
Passed Through Minnesota Department of Public Safety			
Public Safety Interoperable Communications Grant Program	11.555	\$	116,858
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U.S. Department of Housing and Urban Development			
Passed Through Minnesota Department of Employment and Economic Development			
Community Development Block Grants/State's Program and Non-Entitlement			
Grants in Hawaii	14.228	\$	293,830
		T	_,,,,,,,
Direct			
Shelter Plus Care	14.238		100,013
Total U.S. Department of Housing and Urban Development		\$	393,843
U.S. Department of Justice			
Passed Through Minnesota Department of Public Safety			
Law Enforcement Assistance - Narcotics and Dangerous Drugs Training	16.004	\$	549
Direct			
State Criminal Alien Assistance Program	16.606		7,349
Bulletproof Vest Partnership Program	16.607		1,683
D IM INC . TILC .			
Passed Through Minnesota Trial Courts	16.505		2.010
Drug Court Discretionary Grant Program	16.585		3,019
Edward Byrne Memorial Justice Assistance Grant Program	16.738		24,571
Passed Through City of Mankato			
Passed Through City of Mankato	16.738		4,454
Edward Byrne Memorial Justice Assistance Grant Program	10.736	-	4,434
Total U.S. Department of Justice		\$	41,625
Tome C.O. Department of Justice		Ψ	71,023

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED DECEMBER 31, 2011 (Continued)

Federal Grantor Pass-Through Agency	Federal CFDA		114
Grant Program Title	Number	E:	xpenditures
U.S. Department of Transportation			
Passed Through Minnesota Department of Transportation			
Highway Planning and Construction Cluster			
Highway Planning and Construction	20.205	\$	3,896,875
Highway Planning and Construction - ARRA	20.205		83,549
Passed Through Minnesota Department of Public Safety			
Highway Safety Cluster			
State and Community Highway Safety	20.600		24,808
Occupant Protection Incentive Grants	20.602		11,327
Safety Belt Performance Grants	20.609		10,871
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608		27,457
Total U.S. Department of Transportation		\$	4,054,887
U.S. Department of Energy			
Passed Through Minnesota Department of Commerce			
Energy Efficiency and Conservation Block Grant Program (EECBG) - ARRA	81.128	\$	29,770
U.S. Department of Health and Human Services			
Passed Through Minnesota Department of Health			
Public Health Emergency Preparedness	93.069	\$	52,740
Immunization Grants	93.268		20,657
Temporary Assistance for Needy Families Cluster			
Temporary Assistance for Needy Families	93.558		68,100
Maternal and Child Health Services Block Grant to the States	93.994		59,886
Passed Through Minnesota Department of Human Services			
Promoting Safe and Stable Families	93.556		5,507
Temporary Assistance for Needy Families Cluster			
Temporary Assistance for Needy Families	93.558		651,814
Emergency Contingency Fund for Temporary Assistance for Needy Families			
(TANF) State Program - ARRA	93.714		35,785
Child Support Enforcement	93.563		950,078
Child Care Development Fund Cluster			
Child Care Development and Block Grant	93.575		15,997
Child Care Mandatory and Matching Funds of the Child Care and Development			
Fund	93.596		34,416
Stephanie Tubbs Jones Child Welfare Services Program	93.645		16,622
Foster Care - Title IV-E	93.658		300,233
Social Services Block Grant	93.667		389,462
Chafee Foster Care Independence Program	93.674		4,183
Children's Health Insurance Program	93.767		203
Medical Assistance Program	93.778		1,075,711
Block Grants for Community Mental Health Services	93.958		3,637

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED DECEMBER 31, 2011 (Continued)

Federal Grantor Pass-Through Agency Creat Program Title	Federal CFDA	TC	au dituuna
Grant Program Title	Number	<u> E</u>	xpenditures
U.S. Department of Health and Human Services (Continued) Direct			
Early Retiree Reinsurance Program	93.546		122,695
Total U.S. Department of Health and Human Services		\$	3,807,726
U.S. Department of Homeland Security			
Passed Through Minnesota Department of Public Safety			
Disaster Grants - Public Assistance (Presidentially Declared Disasters)	97.036	\$	1,593,054
Hazard Mitigation Grant	97.039		10,587
Emergency Management Performance Grants	97.042		33,512
Interoperable Emergency Communications	97.055		34,334
Homeland Security Grant Program	97.067		58,948
Passed Through Olmsted County			
Homeland Security Grant Program	97.067		25,133
Total U.S. Department of Homeland Security		\$	1,755,568
Total Federal Awards		\$	10,786,499



NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED DECEMBER 31, 2011

1. Reporting Entity

The Schedule of Expenditures of Federal Awards presents the activities of federal award programs expended by Blue Earth County. The County's reporting entity is defined in Note 1 to the financial statements. The Economic Development Authority (EDA) blended component unit is not included on the County's Schedule of Expenditures of Federal Awards because it has its own single audit. The EDA expended \$757,141 in federal awards during the year ended December 31, 2011.

2. <u>Basis of Presentation</u>

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of Blue Earth County under programs of the federal government for the year ended December 31, 2011. The information in this schedule is presented in accordance with the requirements of Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Because the schedule presents only a selected portion of the operations of Blue Earth County, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Blue Earth County.

3. Summary of Significant Accounting Policies

Expenditures reported on the schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in OMB Circular A-87, *Cost Principles for State, Local and Indian Tribal Governments*, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through grant numbers were not assigned by the pass-through agencies.

4. Clusters

Clusters of programs are groupings of closely related programs that share common compliance requirements. Total expenditures by cluster are:

Highway Planning and Construction Cluster	\$ 3,980,424
Highway Safety Cluster	47,006
Temporary Assistance for Needy Families Cluster	755,699
Child Care Development Fund Cluster	50.413

5. Reconciliation to Schedule of Intergovernmental Revenues

Federal grant revenue per Schedule of Intergovernmental Revenues Grants received more than 60 days after year-end, deferred in 2011	\$	8,924,448
Highway Planning and Construction		1,917,642
Occupant Protection Incentive Grants		1,917,042
1		
Minimum Penalties for Repeat Offenders for Driving While Intoxicated		10,736
Immunization Grants		3,960
Medical Assistance Program		7,496
Disaster Grants - Public Assistance (Presidentially Declared Disasters)		984,979
Deferred in 2010, recognized as revenue in 2011		
State Administrative Matching Grants for the Supplemental Nutrition		
Assistance Program		(5,244)
Public Safety Interoperable Communications Grant Program		(35,852)
Drug Court Discretionary Grant Program		(16,128)
Highway Planning and Construction		(575,902)
Highway Planning and Construction - ARRA		(171,920)
Immunization Grants		(15,960)
Temporary Assistance for Needy Families		(1,000)
Child Care Mandatory and Matching Funds of the Child Care and		, ,
Development Fund		(5,998)
Foster Care - Title IV-E		(105)
Disaster Grants - Public Assistance (Presidentially Declared Disasters)		(245,980)
	ф	10.706.400
Expenditures Per Schedule of Expenditures of Federal Awards	\$	10,786,499

6. Subrecipients

Of the expenditures presented in the schedule, Blue Earth County provided federal awards to subrecipients as follows:

CFDA Number	Program Name		ant Provided abrecipients
11.555	D. H.'. Cofee Letters will Comment of the Court December 1	¢	70.454
11.555	Public Safety Interoperable Communications Grant Program	\$	70,454
14.228	Community Development Block Grants/State's Program and		
	Non-Entitlement Grants in Hawaii		293,830
14.238	Shelter Plus Care		100,013
20.600	State and Community Highway Safety		15,679
20.602	Occupant Protection Incentive Grants		8,096
20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated		18,333
97.055	Interoperable Emergency Communications		23,162
97.067	Homeland Security Grant Program		47,352
	Total	\$	576,919

7. American Recovery and Reinvestment Act

The American Recovery and Reinvestment Act of 2009 (ARRA) requires recipients to clearly distinguish ARRA funds from non-ARRA funding. In the schedule, ARRA funds are denoted by the addition of ARRA to the program name.