## STATE OF MINNESOTA

### Office of the State Auditor



# Rebecca Otto State Auditor

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

CROW WING COUNTY BRAINERD, 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.

Office of the State Auditor 525 Park Street, Suite 500 Saint Paul, Minnesota 55103 (651) 296-2551 state.auditor@osa.state.mn.us www.auditor.state.mn.us

This document can be made available in alternative formats upon request. Call 651-296-2551 [voice] or 1-800-627-3529 [relay service] for assistance; or visit the Office of the State Auditor's web site: www.auditor.state.mn.us.

### Year Ended December 31, 2011



### **Management and Compliance Report**

Audit Practice Division Office of the State Auditor State of Minnesota



#### TABLE OF CONTENTS

	Page
Schedule of Findings and Questioned Costs	1
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	5
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	8
Schedule of Expenditures of Federal Awards	11
Notes to the Schedule of Expenditures of Federal Awards	14



## 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? Yes

Noncompliance material to the financial statements noted? No

#### Federal Awards

Internal control over major programs:

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

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? **Yes** 

#### The major programs are:

Community Development Block Grants/State's	
Program and Non-Entitlement Grants in Hawaii	CFDA #14.228
Temporary Assistance for Needy Families Cluster	
Temporary Assistance for Needy Families	CFDA #93.558
Emergency Contingency Fund for Temporary Assistance	
for Needy Families State Program - ARRA	CFDA #93.714
Foster Care-Title IV-E Cluster	
Foster Care-Title IV-E	CFDA #93.658
Foster Care-Title IV-E - ARRA	CFDA #93.658
Social Services Block Grant Title XX	CFDA #93.667
Homeland Security Grant Program	CFDA #97.067

The threshold for distinguishing between Types A and B programs was \$300,000.

Crow Wing County qualified as low-risk auditee? Yes

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

INTERNAL CONTROL

#### PREVIOUSLY REPORTED ITEM NOT RESOLVED

#### 07-1 Documenting and Monitoring Internal Controls

Criteria: County management is responsible for developing and monitoring its internal control over financial reporting. An essential element of monitoring controls would include documenting the County's accounting policies and procedures and performing a risk assessment of existing controls over significant functions of the accounting system used to produce financial information for members of the County Board, management, and for external financial reporting. The risk assessment is intended to determine if the internal controls established by management are still effective or if changes are needed to maintain a sound internal control structure. Changes may be necessary due to such things as organizational restructuring, updates to information systems, or changes to services being provided. Significant internal controls would cover areas such as: cash and investment activities; capital assets (capitalization process and related depreciation); major funding sources (taxes, intergovernmental revenues, charges for services, and miscellaneous items); expenditure/expense processing including social services expenditures; and payroll.

**Condition:** Our inquiry of County management found that significant internal controls of its accounting system have not been documented, including the documentation of risk assessment and monitoring procedures.

**Context**: Without formal policies and procedures including risk assessment and monitoring procedures, the County increases its risk of fraud. Monitoring of internal controls is necessary to determine controls are in place and operating effectively.

**Effect**: As a result of this condition, the County's practices may not be followed as intended by management, and employees may not understand the purpose of internal controls. The lack of risk assessment and monitoring procedures increases the risk of fraud.

Cause: The County has begun to develop formal policies and procedures to include monitoring and risk assessment procedures. Due to limited time and resources, the County has not been able to complete this project.

**Recommendation:** We recommend that County management continue to take the necessary steps in implementing procedures to document the significant internal controls in its accounting system. We also recommend that a formal plan be developed that calls for assessing and monitoring the significant internal controls on a regular basis, no less than annually. The monitoring should be documented to show the results of the review, changes required, and who performed the work.

#### III. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARD PROGRAMS

#### ITEM ARISING THIS YEAR

#### 11-1 Eligibility- Documentation and Review Process

**Program:** Temporary Assistance for Needy Families Cluster - Temporary Assistance for Needy Families (CFDA #93.558) and Emergency Contingency Fund for Temporary Assistance for Needy Families State Program - ARRA (CFDA #93.714)

**Criteria:** In Minnesota, TANF funds allocated through the Local Public Health Act can be used for providing non-medical home visiting for families. The Minnesota Department of Health provided guidelines for the TANF grant passed through to the County's Public Health Department. Those guidelines require the County to maintain documentation, in the individual's case record, of whether a family (client) is eligible to receive non-medical home visits. Furthermore, standard internal control procedures should include a review process of forms that were completed documenting that clients were eligible to receive non-medical family home visits to determine that they were accurately completed.

Condition: The County had 37 clients that received TANF non-medical family home visits based on the fact that they were eligible to receive Medical Assistance benefits. An eligibility form documenting that the client was eligible to receive non-medical home visits was not completed by staff from the County's Public Health Department. Three out of four clients that the auditor tested that were provided non-medical home visits only did not have documentation on file determining whether the client was eligible to receive the service. Furthermore, we did not find that the County had a documented review process of the eligibility forms completed, whereby a supervisory-level individual independent of the person who prepares the form, reviews a sample of determination forms on a periodic basis.

**Questioned Costs:** None.

**Context:** The County reports expenditures incurred for administering the Local Public Health Grant - TANF to the Minnesota Department of Health on a quarterly basis.

**Effect:** Without the completion and filing of the eligibility documentation in an individual's case record, it is not possible to determine whether clients were eligible to receive non-medical family home visits. Furthermore, the lack of periodic reviews of eligibility determination forms by a supervisory-level individual increases the risk that the eligibility forms will not be completed and/or correct.

Cause: Staff from the County Health Department believed that those clients that were determined to be eligible to receive Medical Assistance benefits automatically were determined to be eligible to receive non-medical family home visits. Although the County has a policy that requires staff to complete an eligibility documentation form for those requesting an initial non-medical home visit, the County did not have adequate procedures in place to ensure that the forms documenting eligibility were completed and subsequently reviewed.

**Recommendation:** We recommend that the County provide training to staff of the County's Health Department regarding the need to complete forms documenting the client's eligibility to receive non-medical family home visits. The County should also implement procedures to provide for periodic reviews of the forms that document the eligibility of the non-medical family home visits by a supervisory-level individual to reduce the risk that forms are not completed and/or accurate.

#### Corrective Action Plan:

Name of Contact Person Responsible for Corrective Action:

Gwen Anderson

#### Corrective Action Planned:

The nursing staff will complete the TANF Eligibility Form at the time they are assessing a client for TANF grant family home visits. Quarterly chart audits will be completed for those clients found eligible for the TANF grant and this will be a rotated assignment by the nursing staff. In addition, this topic will be an ongoing agenda item at our monthly Family Home Visiting meetings to assure consistency and regular communication.

#### **Anticipated Completion Date:**

September 5, 2012 and ongoing



## STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

SUITE 500 525 PARK STREET SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice) (651) 296-4755 (Fax) state.auditor@state.mn.us (E-mail) 1-800-627-3529 (Relay Service)

# 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 Crow Wing County

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Crow Wing 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 September 13, 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 Serpent Lake Sanitary Sewer District, as described in our report on Crow Wing County's financial statements. The financial statements of the Serpent Lake Sanitary Sewer District were not audited in accordance with *Government Auditing Standards*.

#### **Internal Control Over Financial Reporting**

Management of Crow Wing County is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered Crow Wing 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. However, we identified a deficiency in internal control over financial reporting, described in the Schedule of Findings and Questioned Costs as item 07-1, that we consider to be a significant deficiency in internal control over financial reporting. A significant deficiency is a deficiency, or combination of deficiencies, in internal control over financial reporting that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether Crow Wing 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 Crow Wing County does not use tax increment financing.

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

This report is intended solely for the information and use of the Board of County Commissioners, management, others within Crow Wing 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

September 13, 2012





## STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

SUITE 500 525 PARK STREET SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice) (651) 296-4755 (Fax) state.auditor@state.mn.us (E-mail) 1-800-627-3529 (Relay Service)

# 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 Crow Wing County

#### Compliance

We have audited Crow Wing 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. Crow Wing 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.

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 Crow Wing 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 on the County's compliance with those requirements.

In our opinion, Crow Wing County complied, in all material respects, with the 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 Crow Wing 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 in order to determine our 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. However, we identified certain deficiencies in internal control over compliance that we consider to be significant deficiencies as described in the accompanying Schedule of Findings and Questioned Costs as item 11-1. A significant deficiency in internal control over compliance is a deficiency, or 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.

#### Schedule of Expenditures of Federal Awards

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Crow Wing 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 September 13, 2012. Our report was modified to include a reference to other auditors. Our audit was performed for the purpose of forming opinions on Crow Wing County's financial statements that collectively comprise the County's basic financial The accompanying Schedule of Expenditures of Federal Awards (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

Crow Wing County's corrective action plan to the federal award finding identified in our audit is included in the accompanying Schedule of Findings and Questioned Costs. We did not audit the County's corrective action plan and, accordingly, we express no opinion on it.

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

September 13, 2012



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

Federal Grantor Pass-Through Agency Grant Program Title	Federal CFDA Number	Ex	penditures
U.S. Department of Agriculture			
Passed Through Minnesota Department of Health	10.555	Φ.	210.052
Special Supplemental Nutrition Program for Women, Infants, and Children	10.557	\$	318,052
Passed Through Minnesota Department of Human Services			
State Administrative Matching Grants for the Supplemental Nutrition Assistance			
Program	10.561		471,442
Total U.S. Department of Agriculture		\$	789,494
10th Old Department of Agriculture		Ψ	705,151
U.S. Department of Commerce			
Passed Through Minnesota Department of Public Safety			
Public Safety Interoperable Communications Grant Program	11.555	\$	19,849
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	\$	355,342
U.S. Department of Justice			
Direct			
Bulletproof Vest Partnership Program	16.607	\$	12,576
Passed Through Minnesota Department of Public Safety			
Law Enforcement Assistance Narcotics and Dangerous Drugs Training	16.004		2,417
Public Safety Partnership and Community Policing Grants	16.710		3,473
Passed Through City of Brainerd	= 4.0		
Edward Byrne Memorial Justice Assistance Grant Program	16.738		4,635
Total U.S. Department of Justice		\$	23,101
U.S. Department of Transportation			
Passed Through Minnesota Department of Public Safety			
Highway Safety Cluster			
State and Community Highway Safety	20.600	\$	1,960
Alcohol Impaired Driving Countermeasures Incentive Grants I	20.601		6,718
Safety Belt Performance Grants	20.609		1,685
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608		2,484

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

Federal Grantor Pass-Through Agency Grant Program Title	Federal CFDA Number	Fv	penditures
Grant Frigram Title	Tumber		penartures
U.S. Department of Transportation (Continued)			
Passed Through Minnesota Department of Transportation			
Highway Planning and Construction Cluster			
Highway Planning and Construction	20.205		273,430
Highway Planning and Construction - ARRA	20.205		41,415
Passed Through Minnesota Department of Natural Resources			
Highway Planning and Construction Cluster			
Recreational Trails Program	20.219		18,249
Total U.S. Department of Transportation		\$	345,941
U.S. Department of Health and Human Services			
Passed Through Minnesota Department of Health			
Public Health Emergency Preparedness	93.069	\$	44,956
Strengthening Public Health Infrastructure for Improved Health Outcomes	93.507		2,500
Temporary Assistance for Needy Families Cluster			
Temporary Assistance for Needy Families	93.558		98,742
Maternal and Child Health Services Block Grant to the States	93.994		65,306
Passed Through Minnesota Department of Human Services			
Projects for Assistance in Transition from Homelessness (PATH)	93.150		22,932
Promoting Safe and Stable Families	93.556		3,051
Temporary Assistance for Needy Families Cluster			
Temporary Assistance for Needy Families	93.558		839,628
Emergency Contingency Fund for Temporary Assistance for Needy Families			
State Program - ARRA	93.714		26,869
Child Support Enforcement	93.563		1,193,115
Community-Based Child Abuse Prevention Grants	93.590		4,024
Child Care and Development Fund Cluster			
Child Care and Development Block Grant	93.575		29,597
Child Care Mandatory and Matching Funds of the Child Care and Development Fund	93.596		29,578
Child Welfare Services - State Grants	93.645		34,407
Foster Care-Title IV-E Cluster	00.450		100 -1-
Foster Care-Title IV-E	93.658		402,646
Foster Care-Title IV-E - ARRA	93.658		1,932
Social Services Block Grant	93.667		386,604
Children Health Language Program	93.674		16,000
Children's Health Insurance Program	93.767		285
Medical Assistance Program	93.778		1,644,468
Block Grants for Community Mental Health Services	93.958		121,946
Total U.S. Department of Health and Human Services		\$	4,968,586

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

Federal Grantor Pass-Through Agency Grant Program Title	Federal CFDA Number	Ex	xpenditures
2 3 3 4 4 5 5			<u>r</u>
U.S. Department of Homeland Security			
Passed Through Minnesota Department of Public Safety			
Boating Safety Financial Assistance	97.012	\$	24,390
Pre-Disaster Mitigation (PDM) Competitive Grants	97.017		15,563
Emergency Management Performance Grants	97.042		67,273
Homeland Security Grant Program	97.067		297,517
Passed Through Saint Louis County			
Homeland Security Grant Program	97.067		8,779
Total U.S. Department of Homeland Security		\$	413,522
Total Federal Awards		\$	6,915,835



## 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 Crow Wing County. The County's reporting entity is defined in Note 1 to the financial statements.

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

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of Crow Wing 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 Crow Wing County, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Crow Wing 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	\$ 333,094
Highway Safety Cluster	10,363
Temporary Assistance for Needy Families Cluster	965,239
Child Care and Development Fund Cluster	59,175
Foster Care-Title IV-E Cluster	404.578

#### 5. Reconciliation to Schedule of Intergovernmental Revenue

Federal grant revenue per Schedule of Intergovernmental Revenue	\$ 6,681,888
Grants received more than 60 days after year-end, deferred in 2011	
Pre-Disaster Mitigation (PDM) Competitive Grants	15,563
Emergency Management Performance Grants	43,384
Homeland Security Grant Program	 175,000
Expenditures Per Schedule of Federal Awards	\$ 6,915,835

#### 6. Subrecipients

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

CFDA Number	Program Name		Amount Provided to Subrecipients	
20.600	State and Community Highway Safety	\$	1,960	
20.601	Alcohol Impaired Driving Countermeasures Incentive			
	Grants I		6,718	
20.219	Recreational Trails Program		18,249	
	Total	\$	26,927	

#### 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.