

Karl Dean
MAYOR



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DEPARTMENT OF FINANCE
OFFICE OF FINANCIAL ACCOUNTABILITY
700 2nd Avenue South, SUITE 201
NASHVILLE, TENNESSEE 37210

March 21, 2011

Renee Pratt, Director
Social Services
523 Mainstream Drive, Suite A
Nashville, TN 37228

Dear Ms. Pratt:

The Office of Financial Accountability has completed a review of a selected number of the FY10 Budget Key Measures Results as reported to the Office of Management and Budget for the year ended June 30, 2010. The purpose of the review was to verify the accuracy of your department's reported results.

As stated in the engagement letter, we randomly selected and tested program results that constitute a minimum of 10% of the department's total reported program budgets. We have completed our review of the supporting documentation and test of the computation of the reported result of the selected FY10 key measure. The result of the testing is attached for your review.

We appreciate the assistance provided by your agency during the course of the review. If you have any questions, please call me at 615-880-1035.

Sincerely,

Fred Adom, CPA
Director

Encl

CC:

Richard M. Riebeling, Director of Finance
Talia Lomax-O'dneal, Deputy Director of Finance
Michelle Rikli, Social Services
Pam McEwen, Social Services
Kevin Brown, Office of Financial Accountability, Department of Finance
Bradley Thompson, Office of Financial Accountability, Department of Finance
Essie Robertson, Office of Financial Accountability, Department of Finance
Ken Hartlage, Office of Management and Budget, Department of Finance

ATTACHMENT I

Department:	Social Services
Purpose:	To verify the accuracy of the department's performance measures as reported within WEBudget.
Scope:	FY 2010
Methodology:	The Office of Financial Accountability randomly selected a sample that consisted of a minimum of 10% of the department's reported budgeted program dollars.
Total Reported Budget:	\$ 3,479,700.00
Line of Business:	Family Support Services
Program:	Burial Assistance Program
Total Tested Budget:	\$ 226,900.00
Percent Tested:	6.52%
Performance Measure:	Percentage of applicants or representatives surveyed reporting the deceased received a respectful burial or cremation (Key)
Reported Data:	100%
OFA Calculation:	100%
Was selected reported performance measure verified?	Yes

ATTACHMENT II

Department:	Social Services
Purpose:	To verify the accuracy of the department's performance measures as reported within WEBudget.
Scope:	FY 2010
Methodology:	The Office of Financial Accountability randomly selected a sample that consisted of a minimum of 10% of the department's reported budgeted program dollars.
Total Reported Budget:	\$ 3,479,700.00
Line of Business:	Family Support Services LOB
Program:	Burial Assistance Program
Total Tested Budget:	\$ 200,000.00
Percent Tested:	5.75%
Performance Measure:	Percentage of financial reports submitted accurately and timely.
Reported Data:	100%
OFA Calculation:	100%
Was selected reported performance measure verified?	Yes