

Audit Areas Examined

Kitsap County Consolidated Housing Authority July 1, 1998 through June 30, 1999

In keeping with general auditing practices, we do not examine every portion of the Kitsap County Consolidated Housing Authority's financial activities during each audit. The areas examined were those representing the highest risk of noncompliance, misappropriation or misuse. Other areas are audited on a rotating basis over the course of several years. The following areas of the Housing Authority were examined during this audit period:

LEGAL COMPLIANCE

We audited the following areas for compliance with certain applicable state and local laws and regulations:

- Rental receipts
- Conflict of interest
- Open Public Meetings Act
- Insurance coverage
- Debt limitation
- Payroll
- Budgets
- Safeguarding assets
- Bid requirements
- Expenditures

INTERNAL CONTROL

We evaluated the following areas of the Housing Authority's internal control structure:

- Cash receipting
- Billings and receivables
- Disbursements
- Accounts payable
- Property and equipment
- Payroll

FINANCIAL AREAS

In addition to the financial-related work listed in other categories, we audited the following areas:

- Long-term debt
- Overall presentation of the financial statements
- Accounts payable
- Cash and investments

FEDERAL PROGRAMS

We evaluated internal controls and tested compliance with the following federal requirements for the Housing Authority's major federal programs. A complete list of programs is provided in the Federal Summary section of this report:

- Spending grant funds for allowable purposes
- Procurement of goods and services
- Financial reporting
- Eligibility of program participants