

**COLLIN COUNTY
COMMUNITY SUPERVISION AND
CORRECTIONS DEPARTMENT**

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

**FOR THE YEAR ENDED
AUGUST 31, 2010**

WITH INDEPENDENT AUDITORS' REPORT

**COLLIN COUNTY
COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

YEAR ENDED AUGUST 31, 2010

TABLE OF CONTENTS

	<u>Page Number</u>
COMBINED FINANCIAL STATEMENTS	
Independent Auditors' Report.....	1 – 2
Combined Statement of Financial Position.....	3
Combined Statement of Revenue, Expenditures, and Changes in Fund Balance	4
Combining Statement of Revenue, Expenditures, and Changes in Fund Balance – All Diversion Target Grant Program Funds.....	5 – 6
Individual Statement of Revenue, Expenditures and Changes in Fund Balance – Budget, Actual and Prior Year – Basic Supervision Program	7
Individual Statements of Revenue, Expenditures and Changes in Fund Balance – Budget, Actual and Prior Year – Community Corrections Programs.....	8
Individual Statements of Revenue, Expenditures and Changes in Fund Balance – Budget, Actual and Prior Year – Diversion Target Grant Programs	9 – 13
Individual Statement of Revenue, Expenditures and Changes in Fund Balance – Budget, Actual and Prior Year – Treatment Alternatives to Incarceration Program	14
Notes to Financial Statements	15 – 18

(continued)

**COLLIN COUNTY
COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

YEAR ENDED AUGUST 31, 2010

TABLE OF CONTENTS

	<u>Page Number</u>
SUPPLEMENTARY INFORMATION	
Schedules of Differences Between Audit Report and CSCD Reports.....	19 – 26
COMPLIANCE SECTION	
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>	27 – 28
Schedule of Findings and Questioned Costs.....	29
Fiscal Year 2010 TDCJ-CJAD Compliance Checklist	30 – 31

INDEPENDENT AUDITORS' REPORT

Collin County Community
Supervision and Corrections Department
Collin County, Texas
McKinney, Texas

We have audited the accompanying combined financial statements of the Collin County Community Supervision and Corrections Department, and the combining and individual funds of the Collin County Community Supervision and Corrections Department, as of and for the year ended August 31, 2010, as listed in the table of contents. These financial statements are the responsibility of the management of the Collin County Community Supervision and Corrections Department. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we 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. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the financial statements are prepared using the prescribed basis of accounting that demonstrates compliance with TDCJ-CJAD financial reporting requirements, which is a comprehensive basis of accounting other than generally accepted accounting principles.

As discussed in Note 1, the financial statements present only the Collin County Community Supervision and Corrections Department, and are not intended to present fairly the financial position of Collin County, Texas, and the results of its operations in conformity with generally accepted accounting principles.

In our opinion, the combined financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the Collin County Community Supervision and Corrections Department, as of August 31, 2010, and the results of its operations for the year then ended, in conformity with the basis of accounting described in the notes. Also, in our opinion, the combining and individual funds referred to above present fairly, in all material respects, the financial position of each of the individual funds of the Collin County Community Supervision and Corrections Department, as of August 31, 2010, and the results of operations of such funds for the year then ended in conformity with the basis of accounting described in the notes.

In accordance with *Government Auditing Standards*, we have also issued a report dated March 29, 2011, on our consideration of the Collin County Community Supervision and Corrections Department's internal control over financial reporting and on our test 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 our 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 our audit.

This report is intended solely for the information and use of management, others within the organization, the Collin County Community Supervision and Corrections Department, and the Texas Department of Criminal Justice – Community Justice Assistance, and is not intended to be and should not be used by anyone other than these specified parties.

Pattillo, Brown & Hill, L.L.P.

March 29, 2011

**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

COMBINED STATEMENT OF FINANCIAL POSITION

AUGUST 31, 2010

	Basic Supervision	Community Corrections	Diversion Program	Treatment Alternative to Incarceration Program	Total
ASSETS					
Cash					
Bank balances	\$ 2,706,482	\$ 20,380	\$ 88,366	\$ 5,083	\$ 2,820,311
Total Cash	<u>2,706,482</u>	<u>20,380</u>	<u>88,366</u>	<u>5,083</u>	<u>2,820,311</u>
Accounts Receivable					
Supervision fees	291,760	-	-	-	291,760
Program participation fees	44,175	1,054	-	-	45,229
Due from CJAD	9,628	-	-	-	9,628
Other receivables	5,672	-	-	-	5,672
Total Accounts Receivable	<u>351,235</u>	<u>1,054</u>	<u>-</u>	<u>-</u>	<u>352,289</u>
Total Assets	<u>\$ 3,057,717</u>	<u>\$ 21,434</u>	<u>\$ 88,366</u>	<u>\$ 5,083</u>	<u>\$ 3,172,600</u>
LIABILITIES AND FUND BALANCE					
Liabilities					
Accounts payable	\$ 212,247	\$ 21,434	\$ 31,168	\$ 3,808	\$ 268,657
Due to other	-	-	62	-	62
Total Liabilities	<u>212,247</u>	<u>21,434</u>	<u>31,230</u>	<u>3,808</u>	<u>268,719</u>
Fund Balance	<u>2,845,470</u>	<u>-</u>	<u>57,136</u>	<u>1,275</u>	<u>2,903,881</u>
Total Liabilities and Fund Balance	<u>\$ 3,057,717</u>	<u>\$ 21,434</u>	<u>\$ 88,366</u>	<u>\$ 5,083</u>	<u>\$ 3,172,600</u>

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

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**COMBINED STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE**

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Supervision</u>	<u>Community Corrections</u>	<u>Diversion Target Program</u>	<u>Treatment Alternative to Incarceration Program</u>	<u>Total</u>
REVENUE					
State aid	\$ 877,401	\$ 564,770	\$ 569,582	\$ 40,126	\$ 2,051,879
State aid: SAFFP	23,428	-	-	-	23,428
Rider 80 State aid	72,564	3,304	29,806	-	105,674
Community supervision fees	3,455,291	-	-	-	3,455,291
Payments by program participants	517,371	19,607	-	-	536,978
Interest income	7,312	-	-	-	7,312
Other revenue	63,844	-	-	-	63,844
Total Revenue	5,017,211	587,681	599,388	40,126	6,244,406
EXPENDITURES					
Salaries and fringe benefits	4,546,381	187,164	901,104	-	5,634,649
Rider 80 salaries and related fringe	72,564	3,304	29,806	-	105,674
Travel and furnished transportation	57,043	2,754	6,475	-	66,272
Contract services	67,493	220,820	40,060	38,550	366,923
Professional fees	115,087	8,220	5,151	301	128,759
Supplies and operating expenses	418,551	3,790	-	-	422,341
Utilities	3,793	-	-	-	3,793
Equipment	7,799	-	-	-	7,799
Total Expenditures	5,288,711	426,052	982,596	38,851	6,736,210
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(271,500)	161,629	(383,208)	1,275	(491,804)
FUND BALANCE, SEPTEMBER 1, 2009	3,466,153	-	-	-	3,466,153
PRIOR PERIOD ADJUSTMENT	4,591	-	-	-	4,591
INTERFUND TRANSFER IN (OUT)	(278,715)	(161,629)	440,344	-	-
PRIOR YEAR REFUND	(75,059)	-	-	-	(75,059)
FUND BALANCE, AUGUST 31, 2010	\$ 2,845,470	\$ -	\$ 57,136	\$ 1,275	\$ 2,903,881

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

**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**COMBINING STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE**

ALL DIVERSION TARGET GRANT PROGRAM FUNDS

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Mental Health Initiative</u>	<u>Sex Offender</u>	<u>Youthful Offender</u>
REVENUE			
State aid	\$ 44,209	\$ 94,335	\$ 41,200
Rider 80 State aid	<u>1,555</u>	<u>4,804</u>	<u>1,805</u>
Total Revenue	<u>45,764</u>	<u>99,139</u>	<u>43,005</u>
EXPENDITURES			
Salaries and fringe benefits	48,539	148,092	56,912
Rider 80 salaries and related fringe	1,555	4,804	1,805
Travel and furnished transportation	7	-	-
Contract services	-	40,060	-
Professional fees	<u>319</u>	<u>669</u>	<u>296</u>
Total Expenditures	<u>50,420</u>	<u>193,625</u>	<u>59,013</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(4,656)	(94,486)	(16,008)
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-
INTERFUND TRANSFER IN (OUT)	<u>4,849</u>	<u>117,770</u>	<u>17,998</u>
PRIOR PERIOD ADJUSTMENT	-	-	-
PRIOR YEAR REFUND	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCE, AUGUST 31, 2010	<u>\$ 193</u>	<u>\$ 23,284</u>	<u>\$ 1,990</u>

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

Substance Abuse	High/Medium Reduction Caseload	Total
\$ 67,016	\$ 322,822	\$ 569,582
<u>4,760</u>	<u>16,882</u>	<u>29,806</u>
<u>71,776</u>	<u>339,704</u>	<u>599,388</u>
145,805	501,756	901,104
4,760	16,882	29,806
8	6,460	6,475
-	-	40,060
<u>431</u>	<u>3,436</u>	<u>5,151</u>
<u>151,004</u>	<u>528,534</u>	<u>982,596</u>
(79,228)	(188,830)	(383,208)
-	-	-
<u>110,897</u>	<u>188,830</u>	<u>440,344</u>
-	-	-
<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 31,669</u>	<u>\$ -</u>	<u>\$ 57,136</u>

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

BASIC SUPERVISION PROGRAM

FOR THE YEAR ENDED AUGUST 31, 2010

	Budget	Actual	Variance Favorable (Unfavorable)	Prior Year Actual
REVENUE				
State aid	\$ 877,401	\$ 877,401	\$ -	\$ 732,389
State aid: SAFFP	34,079	23,428	(10,651)	47,917
Rider 80 State aid	74,946	72,564	(2,382)	-
Community supervision fees	2,955,643	3,455,291	499,648	3,565,300
Payments by program participants	160,000	517,371	357,371	401,165
Interest income	36,308	7,312	7,312	38,643
Other revenue	62,400	63,844	27,536	62,143
Total Revenue	4,200,777	5,017,211	878,834	4,847,557
EXPENDITURES				
Salaries and fringe benefits	5,246,468	4,546,381	700,087	4,525,340
Rider 80 salaries and related fringe	74,946	72,564	2,382	-
Travel and furnished transportation	207,400	57,043	150,357	59,553
Contract services	165,200	67,493	97,707	53,558
Professional fees	226,225	115,087	111,138	75,929
Supplies and operating expenses	1,284,510	418,551	865,959	410,695
Facilities	2,500	-	2,500	1,199
Utilities	5,000	3,793	1,207	6,396
Equipment	44,800	7,799	37,001	15,404
Total Expenditures	7,257,049	5,288,711	1,968,338	5,148,074
EXCESS OF REVENUE OVER				
(UNDER) EXPENDITURES				
	(3,056,272)	(271,500)	2,847,172	(300,517)
FUND BALANCE, SEPTEMBER 1, 2009	3,466,153	3,466,153	-	3,784,437
INTERFUND TRANSFER IN (OUT)	(334,823)	(278,715)	56,108	(19,125)
PRIOR PERIOD ADJUSTMENT	-	4,591	4,591	1,358
PRIOR YEAR REFUND	-	(75,059)	(75,059)	-
FUND BALANCE, AUGUST 31, 2010	\$ 75,058	\$ 2,845,470	\$ 2,770,412	\$ 3,466,153

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

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**COMMUNITY CORRECTIONS PROGRAM
COMMUNITY CORRECTIONS FACILITY**

FOR THE YEAR ENDED AUGUST 31, 2010

	Budget	Actual	Variance Favorable (Unfavorable)	Prior Year Actual
REVENUE				
State aid	\$ 564,770	\$ 564,770	\$ -	\$ 809,368
Rider 80 State aid	3,452	3,304	(148)	-
Payments by program participants	<u>22,000</u>	<u>19,607</u>	<u>(2,393)</u>	<u>22,837</u>
Total Revenue	<u>590,222</u>	<u>587,681</u>	<u>(2,541)</u>	<u>832,205</u>
EXPENDITURES				
Salaries and fringe benefits	217,244	187,164	30,080	208,815
Rider 80 salaries and related fringe	3,452	3,304	148	-
Travel and furnished transportation	6,623	2,754	3,869	3,155
Contract services	226,224	220,820	5,404	218,912
Professional fees	7,236	8,220	(984)	7,558
Equipment	3,000	-	3,000	-
Supplies and operating expenses	<u>3,930</u>	<u>3,790</u>	<u>140</u>	<u>2,775</u>
Total Expenditures	<u>467,709</u>	<u>426,052</u>	<u>41,657</u>	<u>441,215</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	122,513	161,629	39,116	390,990
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-	105,657
INTERFUND TRANSFER IN (OUT)	(122,513)	(161,629)	(39,116)	(365,273)
PRIOR YEAR REFUND	<u>-</u>	<u>-</u>	<u>-</u>	<u>(131,374)</u>
FUND BALANCE, AUGUST 31, 2010	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**DIVERSION TARGET GRANT PROGRAM
MENTAL HEALTH INITIATIVE**

FOR THE YEAR ENDED AUGUST 31, 2010

	Budget	Actual	Variance Favorable (Unfavorable)	Prior Year Actual
REVENUE				
State aid	\$ 44,209	\$ 44,209	\$ -	\$ 42,553
Rider 80 State aid	1,555	1,555	-	-
Total Revenue	45,764	45,764	-	42,553
EXPENDITURES				
Salaries and fringe benefits	46,991	48,539	(1,548)	46,602
Rider 80 salaries and related fringe	1,555	1,555	-	-
Travel and furnished transportation	-	7	(7)	5
Professional fees	332	319	13	319
Supplies and operating expenses	1,735	-	1,735	-
Total Expenditures	50,613	50,420	193	46,926
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(4,849)	(4,656)	193	(4,373)
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-	5,125
INTERFUND TRANSFER IN (OUT)	4,849	4,849	-	6,314
PRIOR YEAR REFUND	-	-	-	(7,066)
FUND BALANCE, AUGUST 31, 2010	\$ -	\$ 193	\$ 193	\$ -

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**DIVERSION TARGET GRANT PROGRAM
SEX OFFENDER**

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)	Prior Year Actual
REVENUE				
State aid	\$ 94,334	\$ 94,335	\$ 1	\$ 74,787
Rider 80 State aid	<u>4,870</u>	<u>4,804</u>	<u>(66)</u>	<u>-</u>
Total Revenue	<u>99,204</u>	<u>99,139</u>	<u>(65)</u>	<u>74,787</u>
EXPENDITURES				
Salaries and fringe benefits	152,958	148,092	4,866	153,125
Rider 80 salaries and related fringe	4,870	4,804	66	-
Travel and furnished transportation	53,320	-	53,320	-
Contract services	-	40,060	<u>(40,060)</u>	31,950
Professional fees	708	669	39	561
Supplies and operating expenses	<u>5,118</u>	<u>-</u>	<u>5,118</u>	<u>-</u>
Total Expenditures	<u>216,974</u>	<u>193,625</u>	<u>23,349</u>	<u>185,636</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	<u>(117,770)</u>	<u>(94,486)</u>	23,284	<u>(110,849)</u>
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-	24,879
INTERFUND TRANSFER IN (OUT)	117,770	117,770	-	74,870
PRIOR PERIOD ADJUSTMENT	<u>-</u>	<u>-</u>	<u>-</u>	<u>11,100</u>
FUND BALANCE, AUGUST 31, 2010	<u>\$ -</u>	<u>\$ 23,284</u>	<u>\$ 23,284</u>	<u>\$ -</u>

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

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**DIVERSION TARGET GRANT PROGRAM
YOUTHFUL OFFENDER**

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Prior Year Actual</u>
REVENUE				
State aid	\$ 41,201	\$ 41,200	\$(1)	\$ 39,545
Rider 80 State aid	<u>1,805</u>	<u>1,805</u>	<u>-</u>	<u>-</u>
Total Revenue	<u>43,006</u>	<u>43,005</u>	<u>(1)</u>	<u>39,545</u>
EXPENDITURES				
Salaries and fringe benefits	57,126	56,912	214	56,231
Rider 80 salaries and related fringe	1,805	1,805	-	-
Professional fees	309	296	13	296
Supplies and operating expenses	<u>1,764</u>	<u>-</u>	<u>1,764</u>	<u>-</u>
Total Expenditures	<u>61,004</u>	<u>59,013</u>	<u>1,991</u>	<u>56,527</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(17,998)	(16,008)	1,990	(16,982)
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-	4,156
INTERFUND TRANSFER IN (OUT)	17,998	17,998	-	18,195
PRIOR YEAR REFUND	<u>-</u>	<u>-</u>	<u>-</u>	<u>(5,369)</u>
FUND BALANCE, AUGUST 31, 2010	<u>\$ -</u>	<u>\$ 1,990</u>	<u>\$ 1,990</u>	<u>\$ -</u>

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

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**DIVERSION TARGET GRANT PROGRAM
SUBSTANCE ABUSE**

FOR THE YEAR ENDED AUGUST 31, 2010

	Budget	Actual	Variance Favorable (Unfavorable)	Prior Year Actual
REVENUE				
State aid	\$ 67,016	\$ 67,016	\$ -	\$ 62,888
Rider 80 State aid	<u>5,286</u>	<u>4,760</u>	(526)	-
Total Revenue	<u>72,302</u>	<u>71,776</u>	(526)	<u>62,888</u>
EXPENDITURES				
Salaries and fringe benefits	167,813	145,805	22,008	163,278
Rider 80 salaries and fringe benefits	5,286	4,760	526	-
Travel and furnished transportation	-	8	(8)	-
Professional fees	503	431	72	472
Supplies and operating expenses	<u>9,597</u>	<u>-</u>	<u>9,597</u>	<u>-</u>
Total Expenditures	<u>183,199</u>	<u>151,004</u>	<u>32,195</u>	<u>163,750</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(110,897)	(79,228)	31,669	(100,862)
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-	4,842
INTERFUND TRANSFER IN (OUT)	110,897	110,897	-	110,575
PRIOR YEAR REFUND	<u>-</u>	<u>-</u>	<u>-</u>	(14,555)
FUND BALANCE, AUGUST 31, 2010	<u>\$ -</u>	<u>\$ 31,669</u>	<u>\$ 31,669</u>	<u>\$ -</u>

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

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**DIVERSION TARGET GRANT PROGRAM
HIGH/MEDIUM REDUCTION CASELOAD**

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)	Prior Year Actual
REVENUE				
State aid	\$ 322,822	\$ 322,822	\$ -	\$ 317,458
Rider 80 State aid	<u>17,094</u>	<u>16,882</u>	<u>(212)</u>	<u>-</u>
Total Revenue	<u>339,916</u>	<u>339,704</u>	<u>(212)</u>	<u>317,458</u>
EXPENDITURES				
Salaries and fringe benefits	516,928	501,756	15,172	495,191
Rider 80 salaries and fringe benefits	17,094	16,882	212	-
Travel and furnished transportation	6,000	6,460	<u>(460)</u>	4,573
Professional fees	<u>5,716</u>	<u>3,436</u>	<u>2,280</u>	<u>3,134</u>
Total Expenditures	<u>545,738</u>	<u>528,534</u>	<u>17,204</u>	<u>502,898</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	<u>(205,822)</u>	<u>(188,830)</u>	16,992	<u>(185,440)</u>
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-	10,996
INTERFUND TRANSFER IN (OUT)	<u>205,822</u>	<u>188,830</u>	<u>(16,992)</u>	<u>174,444</u>
FUND BALANCE, AUGUST 31, 2010	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

TREATMENT ALTERNATIVES TO INCARCERATION PROGRAM

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)	Prior Year Actual
REVENUE				
State aid	\$ 40,126	\$ 40,126	\$ -	\$ 51,626
Total Revenue	<u>40,126</u>	<u>40,126</u>	<u>-</u>	<u>51,626</u>
EXPENDITURES				
Contract services	39,825	38,550	1,275	49,214
Professional fees	<u>301</u>	<u>301</u>	<u>-</u>	<u>387</u>
Total Expenditures	<u>40,126</u>	<u>38,851</u>	<u>1,275</u>	<u>49,601</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	-	1,275	1,275	2,025
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-	7,341
PRIOR YEAR REFUND	<u>-</u>	<u>-</u>	<u>-</u>	(9,366)
FUND BALANCE, AUGUST 31, 2010	<u>\$ -</u>	<u>\$ 1,275</u>	<u>\$ 1,275</u>	<u>\$ -</u>

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

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**COLLIN COUNTY
COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED AUGUST 31, 2010

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The accompanying financial statements include the revenue of the Collin County Community Supervision and Corrections Department related to the receipt of funds administered by the Community Justice Assistance Division from state appropriations for Diversion Target Grants, Community Corrections Program Funds, the Basic Supervision Fund, Treatment Alternatives to Incarceration Programs Funding, local fees collected for the use of the CSCD, and the expenditure of those funds.

Basis of Accounting

The accounts of the Collin County Community Supervision and Corrections Department are maintained on the modified accrual basis of accounting in accordance with CJAD financial reporting requirements. Under that method, revenue is recognized when it becomes both measurable and available, and expenditures are recognized when the related liability is incurred or when the purchase order is issued, if prior to year-end.

2. FUNDING SOURCES – STATE AID

Basic Supervision

This state funding is a per capita allocation based on statistics from the previous full calendar year. The per capita formula includes felony and misdemeanor direct cases as well as felony pretrial cases and is calculated by first allocating misdemeanor funding based on the number of misdemeanor placements of the previous calendar year times \$.70 per day for 182 days. Then, the felony allocation is based on the proportion of the state's felons under direct community supervision and the pretrial supervision for the previous calendar year times funds remaining. Basic Supervision is distributed only to CSCDs.

Government Code 509.011 authorizes TDCJ-CJAD to withhold Basic Supervision funds from CSCDs that have over six months of operating funds in their fund balance at the end of a biennium. TDCJ-CJAD may adopt policies permitting a CSCD to maintain reserves in amounts greater than otherwise permitted to cover certain costs. TDCJ-CJAD may distribute these unallocated funds to other CSCDs.

(continued)

2. FUNDING SOURCES – STATE AID (Continued)

Community Corrections Program Funds

Community Corrections Facility – The Community Corrections Program provides one of the most restrictive sanctions available, requiring a term of confinement either as a condition of community supervision or direct sentence. The offender is placed in a highly structured and supervised environment that encourages mental and physical discipline. The program is designed to protect the community, provide community service and to promote offender responsibility, physical and emotional maturity, self-awareness and rehabilitative services for successful reintegration into the community.

Enhanced Supervision – This program was established to assist offenders in becoming law-abiding, productive members of the community.

Diversion Program Grants

Mental Health Initiative – This program is for individuals who may have one of the following disorders: bipolar disorder, schizophrenia, major depression, other adjustment disorders with a Global Assessment Functioning (GAF of five or below) or have met one of the following criteria: documented chronic unemployment problems due to a lack of vocational training and MI/MR issues, alcohol/drug abuse as a secondary issue, documented medication therapy through a mental health agency or other outpatient service.

Sex Offender Caseload – This program was established for individuals who meet the following criteria: 1) commission of an offense involving inappropriate sexual behavior or injury to a child; 2) inappropriate sexual behavior is suspected and there is supporting evidence; and 3) sexual behavior is the primary problem area.

Youthful Offender Caseload – This program could be ordered for individuals between the ages of 17 and 21 and who have had at least 2 prior arrests or a documentable problem in at least 2 of the following areas: unemployment, education, emotional stability, family issues, severe financial difficulties and alcohol/drug issues.

Substance Abuse Caseload – Individuals may be placed on this caseload for the following reasons: 1) one or more convictions for substance abuse related arrests; 2) alcohol/drug abuse is the primary problem area; 3) documented chronic unemployment problems due to substance abuse problem; 4) documented alcohol/drug dependency and offender is likely to respond; 5) seriousness of instant offense, i.e. involuntary manslaughter or failure to stop and render aid; and 6) alternative to incarceration.

High/Medium Reduction Caseload – This program provides funding to reduce overall caseload sizes to better allow officers to work more effectively on higher risk cases. The overall goal of the program is to reduce revocations.

(continued)

2. **FUNDING SOURCES – STATE AID (Continued)**

Treatment Alternatives to Incarceration Programs (TAIP) Funding

This Substance Abuse funding is awarded on a competitive basis. The priorities for distribution are determined biennially; however, TAIP grants are awarded annually. All requests are reviewed by TDCJ-CJAD staff and approved by management. CSCDs are the only entities eligible to TAIP funds.

3. **FUNDS COLLECTED BY THE CSCD FROM SOURCES OTHER THAN TDCJ-CJAD WHICH ARE REQUIRED TO BE REPORTED ON THE TDCJ-CJAD QUARTERLY FINANCIAL REPORTS (community supervision fees collected, program participation fees collected, county contributions, donations, etc.)**

The Department utilized the following funds collected from sources other than TDCJ-CJAD which are required to be reported for the year ended August 31, 2010:

	<u>August 31, 2010</u>
Community Supervision fees	\$ 3,455,291
Program Participation funds	536,978
Interest income	7,312
Other revenue	<u>63,844</u>
	<u>\$ 4,063,425</u>

Locally generated revenues are expended in accordance with the Financial Management Manual for TDCJ-CJAD Funding, TDCJ-CJAD Funding and Fiscal Management Updates, TDCJ-CJAD Standards, TDCJ-CJAD Field Correspondence, TDCJ-CJAD Policy Statements, Standard and Special Grant Conditions, and applicable laws.

4. **FUNDS COLLECTED BY THE CSCD FROM SOURCES OTHER THAN TDCJ-CJAD WHICH ARE NOT REQUIRED TO BE REPORTED ON THE TDCJ-CJAD QUARTERLY FINANCIAL REPORTS (civil fees, CSR funds, victim restitution funds, federal grants, grants from sources other than TDCJ-CJAD, etc.)**

The Department utilized the following funds collected from sources other than TDCJ-CJAD which are not required to be reported for the year ended August 31, 2010:

	<u>August 31, 2010</u>
Interest income	\$ <u>7,312</u>
	<u>\$ 7,312</u>

Locally generated revenues are expended in accordance with the Financial Management Manual for TDCJ-CJAD Funding, TDCJ-CJAD Funding and Fiscal Management Updates, TDCJ-CJAD Standards, TDCJ-CJAD Field Correspondence, TDCJ-CJAD Policy Statements, Standard and Special Grant Conditions, and applicable laws.

5. EXCESS OF EXPENDITURES OVER BUDGETS IN INDIVIDUAL PROGRAMS

The Department was over budget by \$40,060 for Contract Services in the Diversion Target Grant Program – Sex Offender. The deficit was covered by existing fund balances.

The Department was over budget by \$8 for Professional Fees in the Diversion Target Grant Program – Substance Abuse. The deficit was covered by existing fund balances.

The Department was over budget by \$7 for Travel and Furnished Transportation in the Diversion Target Grant Program – Mental Health Initiative. The deficit was covered by existing fund balances.

6. INTERFUND RECEIVABLE AND PAYABLE

There were no interfund receivable or payable balances at August 31, 2010.

7. VENDOR CONTRACTS FOR OFFENDER SERVICES

The Department had the following vendors who provided services to offenders in excess of \$100,000 during the year ended August 31, 2010:

	<u>August 31, 2010</u>
Texas Department of Criminal Justice	\$ 245,752
Norchem Drug Testing Laboratory	356,766
Corrections Software Solutions	108,262
SCORE	<u>202,077</u>
	<u>\$ 912,857</u>

Valid contracts exist for each vendor.

SUPPLEMENTARY INFORMATION

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN
AUDIT REPORT AND CSCD REPORTS**

BASIC SUPERVISION PROGRAM

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
REVENUE			
State aid	\$ 877,401	\$ 877,401	\$ -
State aid: SAFPF	23,428	23,428	-
Rider 80 State aid	72,564	72,564	-
Community supervision fees	3,455,291	3,455,291	-
Payments by program participants	517,371	517,371	-
Interest income	7,312	7,312	-
Other revenue	<u>63,844</u>	<u>63,844</u>	-
Total Revenue	<u>5,017,211</u>	<u>5,017,211</u>	<u>-</u>
EXPENDITURES			
Salaries and fringe benefits	4,546,381	4,546,381	-
Rider 80 salaries and related fringe	72,564	72,564	-
Travel and furnished transportation	57,043	57,043	-
Contract services	67,493	67,493	-
Professional fees	115,087	115,087	-
Supplies and operating expenses	418,551	418,551	-
Utilities	3,793	3,793	-
Equipment	<u>7,799</u>	<u>7,799</u>	-
Total Expenditures	<u>5,288,711</u>	<u>5,288,711</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(271,500)	(271,500)	-
FUND BALANCE, SEPTEMBER 1, 2009	3,466,153	3,466,153	-
PRIOR PERIOD ADJUSTMENT	4,591	4,591	-
INTERFUND TRANSFER IN (OUT)	(278,715)	(278,715)	-
PRIOR YEAR REFUND	<u>(75,059)</u>	<u>(75,059)</u>	-
FUND BALANCE, AUGUST 31, 2010	<u>\$ 2,845,470</u>	<u>\$ 2,845,470</u>	<u>\$ -</u>

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN
AUDIT REPORT AND CSCD REPORTS**

**COMMUNITY CORRECTIONS PROGRAM
COMMUNITY CORRECTIONS FACILITY**

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
REVENUE			
State aid	\$ 564,770	\$ 564,770	\$ -
Rider 80 State aid	3,304	3,304	-
Payments by program participants	<u>19,607</u>	<u>19,607</u>	-
Total Revenue	<u>587,681</u>	<u>587,681</u>	<u>-</u>
EXPENDITURES			
Salaries and fringe benefits	187,164	187,164	-
Rider 80 salaries and related fringe	3,304	3,304	-
Travel and furnished transportation	2,754	2,754	-
Contract services	220,820	220,820	-
Professional fees	8,220	8,220	-
Supplies and operating expenses	<u>3,790</u>	<u>3,790</u>	-
Total Expenditures	<u>426,052</u>	<u>426,052</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	161,629	161,629	-
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-
INTERFUND TRANSFER IN (OUT)	<u>(161,629)</u>	<u>(161,629)</u>	<u>-</u>
FUND BALANCE, AUGUST 31, 2010	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN
AUDIT REPORT AND CSCD REPORTS**

**DIVERSION TARGET GRANT PROGRAM
MENTALLY IMPAIRED**

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
REVENUE			
State aid	\$ 44,209	\$ 44,209	\$ -
Rider 80 State aid	1,555	1,555	-
Total Revenue	<u>45,764</u>	<u>45,764</u>	<u>-</u>
EXPENDITURES			
Salaries and fringe benefits	48,539	48,539	-
Rider 80 salaries and fringe benefits	1,555	1,555	-
Travel and furnished transportation	7	7	-
Professional fees	319	319	-
Total Expenditures	<u>50,420</u>	<u>50,420</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(4,656)	(4,656)	-
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-
INTERFUND TRANSFER IN (OUT)	<u>4,849</u>	<u>4,849</u>	<u>-</u>
FUND BALANCE, AUGUST 31, 2010	<u>\$ 193</u>	<u>\$ 193</u>	<u>\$ -</u>

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN
AUDIT REPORT AND CSCD REPORTS**

**DIVERSION TARGET GRANT PROGRAM
SEX OFFENDER**

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
REVENUE			
State aid	\$ 94,335	\$ 94,335	\$ -
Rider 80 State aid	<u>4,804</u>	<u>4,804</u>	<u>-</u>
Total Revenue	<u>99,139</u>	<u>99,139</u>	<u>-</u>
EXPENDITURES			
Salaries and fringe benefits	148,092	148,092	-
Rider 80 salaries and fringe benefits	4,804	4,804	-
Travel and furnished transportation	-	-	-
Contract services	40,060	40,060	-
Professional fees	<u>669</u>	<u>669</u>	<u>-</u>
Total Expenditures	<u>193,625</u>	<u>193,625</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(94,486)	(94,486)	-
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-
INTERFUND TRANSFER IN (OUT)	<u>117,770</u>	<u>117,770</u>	<u>-</u>
FUND BALANCE, AUGUST 31, 2010	<u>\$ 23,284</u>	<u>\$ 23,284</u>	<u>\$ -</u>

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN
AUDIT REPORT AND CSCD REPORTS**

**DIVERSION TARGET GRANT PROGRAM
YOUTHFUL OFFENDER**

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
REVENUE			
State aid	\$ 41,200	\$ 41,200	\$ -
Rider 80 State aid	<u>1,805</u>	<u>1,805</u>	<u>-</u>
Total Revenue	<u>43,005</u>	<u>43,005</u>	<u>-</u>
EXPENDITURES			
Salaries and fringe benefits	56,912	56,912	-
Rider 80 salaries and fringe benefits	1,805	1,805	-
Professional fees	<u>296</u>	<u>296</u>	<u>-</u>
Total Expenditures	<u>59,013</u>	<u>59,013</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(16,008)	(16,008)	-
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-
INTERFUND TRANSFER IN (OUT)	<u>17,998</u>	<u>17,998</u>	<u>-</u>
FUND BALANCE, AUGUST 31, 2010	<u><u>\$ 1,990</u></u>	<u><u>\$ 1,990</u></u>	<u><u>\$ -</u></u>

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN
AUDIT REPORT AND CSCD REPORTS**

**DIVERSION TARGET GRANT PROGRAM
SUBSTANCE ABUSE**

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
REVENUE			
State aid	\$ 67,016	\$ 67,016	\$ -
Rider 80 State aid	4,760	4,760	-
Total Revenue	<u>71,776</u>	<u>71,776</u>	<u>-</u>
EXPENDITURES			
Salaries and fringe benefits	145,805	145,805	-
Rider 80 salaries and fringe benefits	4,760	4,760	-
Travel and furnished transportation	8	8	-
Professional fees	431	431	-
Total Expenditures	<u>151,004</u>	<u>151,004</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(79,228)	(79,228)	-
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-
INTERFUND TRANSFER IN (OUT)	<u>110,897</u>	<u>110,897</u>	<u>-</u>
FUND BALANCE, AUGUST 31, 2010	<u><u>\$ 31,669</u></u>	<u><u>\$ 31,669</u></u>	<u><u>\$ -</u></u>

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN
AUDIT REPORT AND CSCD REPORTS**

**DIVERSION TARGET GRANT PROGRAM
HIGH-MEDIUM REDUCTION CASELOAD**

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
REVENUE			
State aid	\$ 322,822	\$ 322,822	\$ -
Rider 80 State aid	16,882	16,882	-
Total Revenue	<u>339,704</u>	<u>339,704</u>	<u>-</u>
EXPENDITURES			
Salaries and fringe benefits	501,756	501,756	-
Rider 80 salaries and fringe benefits	16,882	16,882	-
Contract services	6,460	6,460	-
Professional fees	3,436	3,436	-
Total Expenditures	<u>528,534</u>	<u>528,534</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(188,830)	(188,830)	-
FUND BALANCE, SEPTEMBER 1, 2009	-	-	-
INTERFUND TRANSFER IN (OUT)	<u>188,830</u>	<u>188,830</u>	<u>-</u>
FUND BALANCE, AUGUST 31, 2010	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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**COLLIN COUNTY COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN
AUDIT REPORT AND CSCD REPORTS**

TREATMENT ALTERNATIVES TO INCARCERATION PROGRAM

FOR THE YEAR ENDED AUGUST 31, 2010

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
REVENUE			
State aid	\$ 40,126	\$ 40,126	\$ -
Total Revenue	<u>40,126</u>	<u>40,126</u>	<u>-</u>
EXPENDITURES			
Contract services	38,550	38,550	-
Professional fees	<u>301</u>	<u>301</u>	<u>-</u>
Total Expenditures	<u>38,851</u>	<u>38,851</u>	<u>-</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	1,275	1,275	-
FUND BALANCE, SEPTEMBER 1, 2009	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCE, AUGUST 31, 2010	<u>\$ 1,275</u>	<u>\$ 1,275</u>	<u>\$ -</u>

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COMPLIANCE SECTION

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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**

Collin County Community Supervision
and Corrections Department
Collin County, Texas
McKinney, Texas

We have audited the financial statements of the Collin County Community Supervision and Corrections Department, as of and for the year ended August 31, 2010, and have issued our report thereon dated March 29, 2011. 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Collin County Community Supervision and Corrections Department's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Department's internal control over financial reporting.

A *deficiency in internal control* 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 a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity'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 Collin County Community Supervision and Corrections Department'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*.

This report is intended solely for the information of management, and others within the organization, Collin County Community Supervision and Corrections Department and the Texas Department of Criminal Justice, and is not intended to be and should not be used by anyone other than these specified parties.

Pattillo, Brown & Hill, L.L.P.

March 29, 2011

**COLLIN COUNTY
COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE YEAR ENDED AUGUST 31, 2010

Findings:

None

**COLLIN COUNTY
COMMUNITY SUPERVISION
AND CORRECTIONS DEPARTMENT**

FISCAL YEAR 2010 TDCJ-CJAD COMPLIANCE CHECKLIST

FOR THE YEAR ENDED AUGUST 31, 2010

Indicate whether the following compliance requirements have been met by answering "Yes," "No," or "N/A" (Not Applicable):

- Yes Separate accountability is maintained for TDCJ-CJAD funds.
- Yes Revenues and expenditures reported to TDCJ-CJAD are in agreement with, or reconcilable to, the funding recipient's accounting records and with audited expenditures in each budget category.
- Yes TDCJ-CJAD funds and locally generated revenue are expended in accordance with the Financial Management Manual for TDCJ-CJAD Funding, TDCJ-CJAD Funding and Fiscal Management Updates, TDCJ-CJAD Standards, TDCJ-CJAD Field Correspondence, TDCJ-CJAD Policy Statements, Standard and Special Grant Conditions, and applicable laws.
- Yes Proper cut-off procedures are observed at the end of each fiscal period. The cut-off date for revenue recognition and expenditure payments of FY 2010 is October 31, 2010. The modified accrual basis of accounting is used in preparing the fourth quarter reports for submission to TDCJ-CJAD.
- N/A If the CSCD serves both juveniles and adults, expenditures that benefit both juveniles and adults are prorated on an equitable basis. Determination of the method of prorating such expenditures is supported by adequate documentation.
- Yes TDCJ-CJAD funds are not used to pay judges' salaries (unless specifically approved by TDCJ-CJAD in a Program Budget, i.e., DWI Courts), community justice council members' salaries, or other court-related expenses.
- Yes Expenditures and revenue are supported by adequate documentation.
- Yes If the CSCD determines that an increase or decrease in revenue or expenditures is required, budget adjustments are submitted to TDCJ-CJAD in accordance with the Financial Management Manual for TDCJ-CJAD Funding.
- Yes Idle funds are invested according to Vernon's Texas Codes Annotated Local Government Code Section 140.003(f).
- Yes All employees with access to funds are covered by a surety bond.
- Yes Locally generated funds, and other collections, are documented with a proper receipt system.

- N/A All non-TDCJ-CJAD funded program fees are expended in accordance with applicable limitations.
- Yes All equipment is physically inventoried and adequately supported with an inventory form. Surplus equipment is disposed of in accordance with TDCJ-CJAD guidelines.
- N/A Victim Restitution Funds are accounted for in accordance with Vernon's Texas Codes Annotated Government Code Section 76.013.
- Yes TDCJ-CJAD policies regarding contracts with vendors have been followed, which includes maintaining a Contract Monitoring Plan (policy) to monitor vendor payments and compliance with contracts.
- N/A All leases have received TDCJ-CJAD approval prior to the expenditures of funds.
- Yes The CSCD has a policy regarding eligibility for employee salary merit increases.
- Yes All purchases adhere to the requirements of the Vernon's Texas Codes Annotated Local Government Code, Section 262.023 regarding competitive bids.
- Yes The CSCD has an existing policy on budget approval, operates by the policy, and the policy has been approved in an open meeting by the judges charged with oversight of the CSCD (Government Code, Section 76.002, and TDCJ-CJAD's Financial Management Manual).

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