

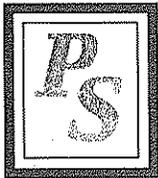
**SAN BERNARDINO COUNTY  
DISTRICT ATTORNEY'S OFFICE  
SPECIAL EMPHASIS VICTIM'S ASSISTANCE  
PROGRAM GRANT  
Contract # SE09190360**

**Financial Statement  
with  
Independent Auditors' Reports**

**For the Year Ended September 30, 2010**

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**POWELL & SPAFFORD, LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

Jessie C. Powell, CPA  
Patrick D. Spafford, CPA

Licensed by the California Board of Accountancy  
Member: American Institute of Certified Public Accountants

### **Independent Auditors' Report**

To the Board of Supervisors  
San Bernardino County District Attorney's Office

We have audited the accompanying statement of grant revenues and expenditures of the San Bernardino County District Attorney's Office (the Office), Special Emphasis Victim's Assistance Program Grant in accordance with the State of California's Emergency Management Agency Contract # SE09190360 for the year ended September 30, 2010. This statement is the responsibility of the Office's management. Our responsibility is to express an opinion on the statement based on our audit.

We conducted our audit 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 in accordance with the State of California's *Emergency Management Agency Grant Recipient Handbook*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The accompanying statement of grant revenues and expenditures was prepared for the purpose of complying with the audit requirements of the State of California's *Emergency Management Agency Grant Recipient Handbook* as described in Note 1 and is not intended to be a complete presentation of the Office's revenues and expenditures.

In our opinion, the statement referred to above presents fairly, in all material respects, the grant revenues and expenditures of the San Bernardino County District Attorney's Office Special Emphasis Victim's Assistance Program Grant in accordance with the State of California's Emergency Management Agency Contract # SE09190360 for the year ended September 30, 2010, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 15, 2011 on our consideration of the Office's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of this report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that 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 the County's Board of Supervisors, District Attorney's Office management and the State of California's Emergency Management Agency, and is not intended to be, and should not be, used by anyone other than these specified parties.

*Lowell & Spafford, LLP*

March 15, 2011

**SAN BERNARDINO COUNTY DISTRICT ATTORNEY'S OFFICE  
SPECIAL EMPHASIS VICTIM'S ASSISTANCE PROGRAM GRANT  
CONTRACT # SE09190360**

**Statement of Grant Revenues and Expenditures**

For the Year Ended September 30, 2010

	<u>Funds Requested</u>	<u>Matching Funds</u>	<u>Total</u>
<b>Revenues</b>			
Reimbursements received/receivable			\$ <u>110,000</u>
<b>Expenditures</b>			
Salaries and benefits	\$ 110,000	\$ 22,801	132,801
Services and supplies	<u>-</u>	<u>4,699</u>	<u>4,699</u>
Total expenditures	<u>110,000</u>	<u>27,500</u>	<u>137,500</u>
Excess of expenditures over grant revenues received - Office cash match			\$ <u>(27,500)</u>

*The accompanying notes are an integral part of this statement.*

**SAN BERNARDINO COUNTY DISTRICT ATTORNEY'S OFFICE  
SPECIAL EMPHASIS VICTIM'S ASSISTANCE PROGRAM GRANT  
CONTRACT # SE09190360**

**Notes to Financial Statement**

**1. Summary of Operations and Significant Accounting Policies**

**Description of the Reporting Entity**

The statement represents the grant revenues and expenditures of the San Bernardino County District Attorney's Office (the Office), State of California's Emergency Management Agency (Cal EMA) Special Emphasis Victim's Assistance Program Grant Contract # SE09190360 for the year ended September 30, 2010. The grant was funded by Cal EMA and administered by the San Bernardino County District Attorney's Office. The accompanying statement of grant revenues and expenditures presents only the activities of the Special Emphasis Victim's Assistance Program Grant Contract # SE09190360 and is not intended to present the financial position of the San Bernardino County District Attorney's Office nor the County of San Bernardino itself in conformity with accounting principles generally accepted in the United States of America.

**Description of Grant**

The grant funds were made available to provide direct services to underserved ethnic minority individuals who are victimized by violent crime.

The preparation of this financial statement requires management to make estimates and assumptions. Those estimates and assumptions affect the reported amounts of revenues and expenditures, as well as the disclosure of contingent liabilities. Actual results could differ from those estimates. Management also determines the accounting principles to be used in the preparation of the statement. A description of the significant accounting policies employed in the preparation of this statement follows:

**Statement of Grant Revenues and Expenditures**

The statement of grant revenues and expenditures presents the eligible costs charged to the Special Emphasis Victim's Assistance Program Grant Contract # SE09190360 by the San Bernardino County District Attorney's Office and the revenues received in reimbursement of those costs by Cal EMA.

**Basis of Accounting**

Revenues and expenditures are presented on a modified accrual basis. Expenditures are recognized in the accounting period in which they are incurred, that is, when goods are received or services are provided. Revenues are recognized in the accounting period in which reimbursable expenditures are incurred.



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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***

To the Board of Supervisors  
San Bernardino County District Attorney's Office

We have audited the statement of grant revenues and expenditures of the San Bernardino County District Attorney's Office (the Office), State of California's Emergency Management Agency (Cal EMA) Special Emphasis Victim's Assistance Program Grant in accordance with the State of California's Emergency Management Agency Contract # SE09190360 for the year ended September 30, 2010 and have issued our report thereon dated March 15, 2011. The grant was funded by Cal EMA and administered by the San Bernardino County District Attorney's Office. 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 the Office's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statement, but not for the purpose of expressing an opinion on the effectiveness of the Office's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Office's 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 misstatement on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, such that there is a reasonable possibility that a material misstatement of the Office's financial statement will not be prevented or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control 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.

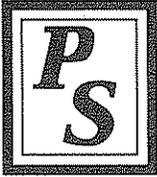
**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Office's financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. Such provisions also included those provisions of laws identified in the State of California's *Emergency Management Agency Grant Recipient Handbook*. 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 that are required to be reported herein under *Government Auditing Standards* issued by the Comptroller General of the United States.

This report is intended solely for the information and use of the County's Board of Supervisors, District Attorney's Office management, and the State of California's Emergency Management Agency, and is not intended to be, and should not be, used by anyone other than these specified parties.

*Lowell & Spafford, LLP*

March 15, 2011



To the Board of Supervisors  
San Bernardino County District Attorney's Office

We have audited the statement of grant revenues and expenditures of San Bernardino County District Attorney's Office (the Office) Special Emphasis Victim's Assistance Program Grant for the year ended September 30, 2010. Professional standards require that we provide you with the following information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 7, 2011. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Findings

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Office are described in Note 1 to the financial statement. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2010.

We noted no transactions entered into by the Office during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the statement of grant revenues and expenditures in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statement prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statement and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statement is management's estimate for amounts due from granting agencies, including the State of California. We evaluated the key factors and assumptions used to determine the amounts due the Office from the State of California, in determining that it is a reasonable in relation to the financial statement taken as a whole.

##### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

##### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements, if any.

*Disagreements with Management*

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statement or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated March 15, 2011.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Office's statement of grant revenues and expenditures or a determination of the type of opinion, which may be expressed on this statement, our professional standards require the consulting accountant check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management prior to retention as the Office's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

We would like to take this opportunity to express our sincere appreciation to all personnel within the San Bernardino County District Attorney's Office for their cooperation and valuable assistance during the performance of this engagement.

This report is intended solely for the information and use of the County's Board of Supervisors and District Attorney's Office management, and is not intended to be, and should not be, used by anyone other than these specified parties.

*Rowell & Spafford, LLP*

March 15, 2011