

## **ARORP Annual Audit Form**

*The purpose of this annual audit is to ensure compliance with ARORP requirements; to confirm appropriate progress in the opioid abatement project approved by ARORP, city and county officials, the ARORP Advisory Board, administrators of the Qualified Settlement Fund (QSF), the Association of Arkansas Counties, and the Arkansas Municipal League; and to verify proper stewardship of opioid settlement dollars.*

### **General Information**

Organization: Western Arkansas Counseling and Guidance Center (WACGC)

ARORP #: 23-036

Project Title: WACGC Five West CSU Peer Support

Date of Audit: March 26, 2024

How many years has this project been active: 1 Year

How many years remain: 1 Years

Is this the project's final audit? No

Attendees Present at Audit: Rusti Holwick, Kirk Lane, Tenesha Barnes, Joy Spence

**Milestone Completion**

**Quarter 1**

Were Quarter 1 Milestones completed? **YES**

If "no," was the adjustment approved by ARORP? **NA**

Were Quarter 1 Milestones completed on time? **YES**

If "no," was the adjustment approved by ARORP? **NA**

**Quarter 2**

Were Quarter 2 Milestones completed? **YES**

If "no," was the adjustment approved by ARORP? **NA**

Were Quarter 2 Milestones completed on time? **NO**

If "no," was the adjustment approved by ARORP? **YES**

**Notes:** Their Quarter 2 Milestone to complete certain staff (MRT and Crisis Ally) training was postponed due to limited times when the trainings were offered. Because the trainings were completed in a timely manner past the deadline, the project remains in compliance. MRT training was completed 9/21/23, and Crisis Ally training was completed 11/30/23.

**Quarter 3**

Were Quarter 3 Milestones completed? **YES**

If "no," was the adjustment approved by ARORP? **NA**

Were Quarter 3 Milestones completed on time? **YES**

If "no," was the adjustment approved by ARORP? **NA**

**Quarter 4**

Were Quarter 4 Milestones completed? **YES**

If "no," was the adjustment approved by ARORP? **NA**

Were Quarter 4 Milestones completed on time? **YES**

If "no," was the adjustment approved by ARORP? **NA**

**All Quarters**

Based on **project milestones**, is the project currently in compliance? **YES**

If no, what is needed to bring the project into compliance? **NA**

**Data Tracking**

**Quarter 1**

Was the Quarter 1 Data Tracking Report submitted? **YES**

Was the Quarter 1 Data Tracking Report submitted past the deadline? **YES**

Are there any concerns with the project's progress based on project data submitted? **NO**

**Quarter 2**

Was the Quarter 2 Data Tracking Report submitted? **YES**

Was the Quarter 2 Data Tracking Report submitted past the deadline? **YES**

Are there any concerns with the project's progress based on project data submitted? **NO**

**Quarter 3**

Was the Quarter 3 Data Tracking Report submitted? **YES**

Was the Quarter 3 Data Tracking Report submitted past the deadline? **YES**

Are there any concerns with the project's progress based on project data submitted? **NO**

**Quarter 4**

Was the Quarter 4 Data Tracking Report submitted? **YES**

Was the Quarter 4 Data Tracking Report submitted past the deadline? **YES**

Are there any concerns with the project's progress based on project data submitted? **NO**

**All Quarters**

Based on **data submitted**, is the project currently in compliance? **YES**

If no, what is needed to bring project into compliance? **NA**

**Notes:** All reporting was submitted past the deadline, and most was initially incomplete. However, accurate, up-to-date reporting was received before the annual evaluation, and WACGC has made necessary adjustments to ensure that reporting will be completed on time and in its entirety in the future. The project is in compliance. No data was collected on demographics because this was not initially required by ARORP. Now that the ARORP Redcap system has been finalized, this project will report demographics in future reports.

**Financial Audit**

***Please produce all receipts requested. If you are not able to produce requested receipts, ARORP will request the funding returned within three business days of the audit. If you are able to produce the receipt or invoice within one business day of the ARORP audit, the request for returned funding may be waived.***

Which receipts were requested? **ALL RECIEPTS**

Were receipts presented? **YES**

If no, what receipts were not presented and for what amounts? **NA**

Do receipts match the annotated budget? **NO**

If no, what receipts did not match the budget, and for what amounts? **NA**

***Notes:*** *There was a slight adjustment in two line items. Because the peer was hired with a lower benefits package than expected, there was \$3227.34 leftover money in the budget that allowed WACGC to fund overtime hours, going over the allotted salary amount by \$413.77. Moral recognition training was \$725.28 less than excepted, and Crisis ally training was \$75 more than expected. Because the benefits/salary is in the same category of personnel, and the two trainings are in the same category of trainings, adjustments were authorized by ARORP.*

Have any line items exceeded the allocated budget? **YES**

**Same as above – “Notes:** *There was a slight adjustment in two line items. Because the peer was hired with a lower benefits package than expected, there was \$3227.34 leftover money in the budget that allowed WACGC to fund overtime hours, going over the allotted salary amount by \$413.77. Moral recognition training was \$725.28 less than excepted, and Crisis ally training was \$75 more than expected. Because the benefits/salary is in the same category of personnel, and the two trainings are in the same category of trainings, adjustments were authorized by ARORP.”*

Were all budgeted items obtained? **YES**

Were all deviations from the original budget approved by ARORP? (Any adjustments of funding from one line item to another must be approved.) **YES**

Based on the financial audit, is the project currently in compliance? **NO**

If no, what must be completed to bring the project into compliance (list due date)?

**Notes:** ARORP23-036 WACGC Five West Crisis Stabilization Unit must return \$3,463.85.

**Compliance**

Is this project in compliance with ARORP requirements? **NO**

If "no," what steps must be taken to regain compliance?

**Notes:** ARORP23-036 WACGC Five West Crisis Stabilization Unit must return \$3,463.85.

**Partnership**

What were some successes and challenges with your project?

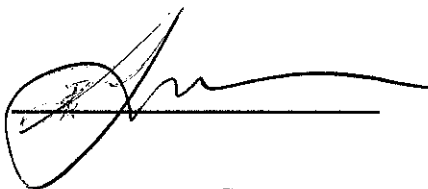
**Notes:** The peer has accomplished excellent work at Five West.

Is there anything ARORP could do differently to make your partnership more successful? **NA**

**Regaining Compliance – Updated 5/20/24**

**Notes:** 23-036 returned \$3,463.85 initially on the date of the evaluation, though an adjustment was needed due to a clerical error. This error was fixed and the money returned 4/24/24. As of 4/24/24, this project is in compliance.

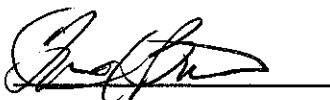
Signature of Director Kirk Lane



Date

5-21-24

Signature of Deputy Director Tenesha Barnes



Date

5/21/24