

## **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: Sebastian County Opioid Task Force

ARORP #: 23-062

Project Title: Sebastian County Opioid Task Force COPE

Date of Audit: June 10, 2024

How many years has this project been active: 1

How many years remain: 0

Is this the project's final audit? YES

Attendees Present at Audit: Pat Morris, Tenesha Barnes, Joy Spence

**Milestone Completion**

**Quarter 1**

Were Quarter 1 Milestones completed? **YES**

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

**Quarter 2**

Were Quarter 2 Milestones completed? **YES**

Were Quarter 2 Milestones completed on time? **YES**

**Quarter 3**

Were Quarter 3 Milestones completed? **YES**

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

**Quarter 4**

Were Quarter 4 Milestones completed? **YES**

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

**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**

**Notes:** *All milestones were completed on time.*

**Data Tracking**

**Quarter 1**

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

Was the Quarter 1 Data Tracking Report submitted past the deadline? **NO**

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? **NO**

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? **NO**

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? **NO**

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 completed on time.***

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? **YES**

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

***Notes: Some amounts were updated in or following the annual evaluation meeting based on receipts provided. Please see annotated budget.***

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

***Notes: Some individual items exceeded the allocated budget, but they were adjusted for in the same category, which is approved 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? **YES (Updated 6/17/24)**

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

***Notes: The organization will need to return \$1,693.39 in ARORP funding to ARORP by 7/1/24. (Update: The amount was returned by 6/17/24.)***

Compliance

Is this project in compliance with ARORP requirements? **YES** (Updated 6/17/24)

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

**Notes:** The organization will need to return \$1,693.39 in ARORP funding to ARORP by 7/1/24.  
(Update: The amount was returned by 6/17/24.)

Partnership

What were some successes and challenges with your project?

**Notes:**

- It is important for selected coalitions to have a strong manager who can handle accounting needs for the program.
- Sebastian County Opioid Task Force (SCOTF) was able to heavily support and mentor Scott County's coalition.
- The DFC grant takes a lot of work to write. However, writing the DFC grant brought SCOTF together as a team. A recent coalition member said, "This shows me how a community can come together."

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

**Notes:**

- Communication was helpful, including the weekly meeting and quick responses about reporting and budget needs.
- Advice would be to advise coalitions ahead of time about finances. SCOTF had their coalition members paying out of pocket and get reimbursed, which was the choice of this organization. However, this put strain on coalition members. ARORP noted that this process--the distribution of funding to coalition members--is at the coalition's discretion.
- Additional advice would be to ensure that coalition members selected have a background in prevention, treatment, or recovery. Also, the coalition members sent should be the ones working on the DFC grant.

ARORP

Signature of Director Kirk Lane



Date

11-25-24

Signature of Deputy Director Tenesha Barnes



Date

11/25/24