

TOWN OF LONGMEADOW, MASSACHUSETTS

**Schedule of Expenditures of Federal Awards
And Independent Auditors' Reports Required Under
The Single Audit Act Amendments of 1996**

For the Year Ended June 30, 2013

TOWN OF LONGMEADOW, MASSACHUSETTS

**Schedule of Expenditures of Federal Awards
And Independent Auditors' Reports Required Under
The Single Audit Act Amendments of 1996**

For the Year Ended June 30, 2013

TABLE OF CONTENTS

| | <u>Page</u> |
|---|--------------------|
| TABLE OF CONTENTS | 2 |
| INDEPENDENT AUDITOR'S 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> | 3-4 |
| Compliance for Each Major Program and on Internal Control over Compliance Required by OMB Circular A-133 | 5-6 |
| SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS | 7-8 |
| NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS | 9 |
| SCHEDULE OF FINDINGS AND QUESTIONED COSTS | 10 |

**Independent Auditor's 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 Honorable Board of Selectmen
Town of Longmeadow
Longmeadow, Massachusetts

We have audited, 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, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Longmeadow, Massachusetts, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Town of Longmeadow, Massachusetts' basic financial statements, and have issued our report thereon dated January 25, 2014.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town of Longmeadow, Massachusetts' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Longmeadow, Massachusetts' internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Longmeadow, Massachusetts' internal control.

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. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town of Longmeadow, Massachusetts' financial statements are free from 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*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Scanlon & Associates, LLC

Scanlon & Associates, LLC
South Deerfield, Massachusetts

January 25, 2014

**Independent Auditor's Report on Compliance for Each Major Program
and on Internal Control Over Compliance Required by OMB Circular A-133**

To the Honorable Board of Selectmen
Town of Longmeadow
Longmeadow, Massachusetts

Report on Compliance for Each Major Program

We have audited Town of Longmeadow, Massachusetts' compliance with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Town of Longmeadow, Massachusetts' major federal programs for the year ended June 30, 2013. The Town of Longmeadow, Massachusetts' major federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Town of Longmeadow, Massachusetts' major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance 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 OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Town of Longmeadow, Massachusetts' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Town of Longmeadow, Massachusetts' compliance.

Opinion on Each Major Federal Program

In our opinion, the Town of Longmeadow, Massachusetts, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2013.

Report on Internal Control Over Compliance

Management of the Town of Longmeadow, Massachusetts, is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Town of Longmeadow, Massachusetts' internal control over compliance with the types of requirements that could have a direct

and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town of Longmeadow, Massachusetts' internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance 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 compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Schedule of Expenditures of Federal Awards Required by OMB Circular A-133

We have audited the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Longmeadow, Massachusetts, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Town of Longmeadow, Massachusetts' basic financial statements. We issued our report thereon dated January 25, 2014, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for the purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.



Scanlon & Associates, LLC
South Deerfield, Massachusetts
January 25, 2014

TOWN OF LONGMEADOW, MASSACHUSETTS
Schedule of Expenditures of Federal Awards
Year Ended June 30, 2013

| Federal Grantor/Pass-Through Grantor/ Program Title | State/Pass-Through Identification Number | Federal CFDA Number | Federal Awards Expended |
|--|--|---------------------------|-------------------------------|
| U.S. Department of Education | | | |
| Passed Through Commonwealth of Massachusetts | | | |
| Department of Elementary and Secondary Education: | | | |
| Special Education Cluster: | | | |
| Special Education PL 94-142 Allocation – 2012 | 240-030-2-0159-M | 84.027 | \$ 32,206 |
| Special Education PL 94-142 Allocation – 2013 | 240-287-3-0159-N | 84.027 | 728,722 |
| Special Education Program Improvement – 2012 | 274-130-2-0159-M | 84.027 | 3,754 |
| Special Education Program Improvement – 2013 | 274-345-3-0159-N | 84.027 | 20,764 |
| Early Childhood Learning Together – 2013 | 298-116-3-0159-N | 84.173 | 1,017 |
| Total – Special Education Cluster | | | <u>786,463</u> |
| Title I, Part A: | | | |
| Title I – 2012 | 305-163-2-0159-M | 84.010 | 4,860 |
| Title I – 2013 | 0305-006654-2013-0159 | 84.010 | 161,245 |
| Total – Title I, Part A | | | <u>166,105</u> |
| Improving Teacher Quality: | | | |
| Teacher Quality – 2012 | 140-228-2-0159-M | 84.367 | 19,324 |
| Teacher Quality – 2013 | 0140-002891-2013-0159 | 84.367 | 51,133 |
| Total Improving Teacher Quality | | | <u>70,457</u> |
| Race to the Top Incentive Grants: | | | |
| Race to the Top – 2013 | 201-000330-2013-0159 | 84.395 | 9,500 |
| Total Race to the Top Incentive Grants | | | <u>9,500</u> |
| Passed Through Commonwealth of Massachusetts | | | |
| Department of Early Education and Care: | | | |
| Special Education Cluster: | | | |
| Special Education Early Childhood Allocation – 2013 | EEC-262 | 84.173 | 12,786 |
| Total – Special Education Cluster | | | <u>12,786</u> |
| Total – U.S. Department of Education | | | <u>1,045,311</u> |
| Total (Page 1 of 2) | | | <u>\$ 1,045,311</u> |

See accompanying notes to the Schedule of Expenditures of Federal Awards.

TOWN OF LONGMEADOW, MASSACHUSETTS
Schedule of Expenditures of Federal Awards
Year Ended June 30, 2013

| Federal Grantor/Pass-Through Grantor/ Program Title | State/Pass-Through Identification Number | Federal CFDA Number | Federal Awards Expended |
|---|--|---------------------------|-------------------------------|
| U.S. Department of Agriculture | | | |
| Passed Through Commonwealth of Massachusetts | | | |
| Department of Elementary and Secondary Education: | | | |
| National School Lunch Program | 07-159 | 10.555 | \$ 113,909 |
| School Lunch Commodities | 07-159 | 10.565 | <u>37,325</u> |
| Total – U.S. Department of Agriculture | | | <u>151,234</u> |
| U.S. Department of Transportation | | | |
| Passed Through Commonwealth of Massachusetts | | | |
| Executive Office of Public Safety and Homeland Security: | | | |
| <i>State and Community Highway Safety:</i> | | | |
| Police Overtime Enforcement | | 20.205 | <u>1,306</u> |
| Total – U. S. Department of Transportation | | | <u>1,306</u> |
| U. S. Department of Health and Human Services: | | | |
| Passed Through National Association of County and City Health Officials: | | | |
| Medical Reserve Corps | | 93.008 | <u>6,642</u> |
| Total – U. S. Department of Health and Human Services | | | <u>6,642</u> |
| U. S. Department of Homeland Security | | | |
| <i>Direct Program</i> | | | |
| Assistance to Firefighters Grant | | 97.044 | <u>39,011</u> |
| Total – Assistance to Firefighters Grants | | | <u>39,011</u> |
| Passed Through Commonwealth of Massachusetts | | | |
| Emergency Management Agency: | | | |
| <i>Emergency Management Performance Grants:</i> | | | |
| Emergency Management Performance Grant – FFY 2010 | | 97.042 | 4,000 |
| Emergency Management Performance Grant – FFY 2011 | | 97.042 | <u>4,992</u> |
| Total – Emergency Management Performance Grants | | | <u>8,992</u> |
| Passed Through United Way of Pioneer Valley: | | | |
| Emergency Food and Shelter Program | | 97.114 | <u>1,647</u> |
| Total – Emergency Food and Shelter Program | | | <u>1,647</u> |
| Total – U.S. Department of Homeland Security | | | <u>49,650</u> |
| Total (Page 2 of 2) | | | <u>208,832</u> |
| Total (Page 1 of 2) | | | <u>1,045,311</u> |
| TOTAL FEDERAL AWARDS EXPENDED | | | <u>\$ 1,254,143</u> |

See accompanying notes to the Schedule of Expenditures of Federal Awards.

TOWN OF LONGMEADOW, MASSACHUSETTS
Notes to the Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2013

NOTE A – BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal grant activity of the Town of Longmeadow, Massachusetts, under programs of the federal government for the year ended June 30, 2013. The information in this Schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Because the Schedule presents only a selected portion of the operations of the Town of Longmeadow, Massachusetts, it is not intended to, and does not, present the financial position, changes in net assets, or cash flows of the Town of Longmeadow, Massachusetts.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1. Expenditures reported on the Schedule are reported on the accrual basis of accounting.
2. Pass-through entity identifying numbers are presented where available.

NOTE C – FOOD DISTRIBUTION

Non-monetary assistance is reported in the Schedule at the fair market value of the commodities received and disbursed.

TOWN OF LONGMEADOW, MASSACHUSETTS
Schedule of Findings and Questioned Costs
Year Ended June 30, 2013

SECTION I – SUMMARY OF AUDIT RESULTS

Financial Statements

Type of Auditor's Report issued: *Unmodified*

Internal control over financial reporting:

- Material weakness(es) identified? Yes No
- Significant deficiency(ies) identified that is (are) not considered to be material weakness(es)? Yes None Reported

Noncompliance material to financial statements noted? Yes No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? Yes No
- Significant deficiency(ies) identified that is (are) not considered to be material weakness(es)? Yes None Reported

Type of Auditor's Report issued on compliance for major programs: *Unmodified*

Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of Circular A-133? Yes No

Identification of major programs:

| <u>CFDA Number(s)</u> | <u>Name of Federal Program or Cluster</u> |
|---|--|
| <i>Special Education Cluster:</i> 84.027 | U. S. Department of Education – Special Education Grants |

Dollar threshold used to distinguish between Type A and Type B programs: \$300,000

Auditee qualified as low-risk auditee? Yes No

SECTION II – FINANCIAL STATEMENT FINDINGS – FINANCIAL STATEMENT AUDIT

There are no financial statement findings reported.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

There are no federal award findings or questioned costs reported.

SECTION IV – PRIOR YEAR FINDINGS

There were no prior year audit findings reported.