

**FIFTH CIRCUIT PUBLIC  
GUARDIAN CORPORATION**

**SCHEDULE OF EXPENDITURE OF  
STATE FINANCIAL ASSISTANCE**

**PUBLIC GUARDIANSHIP  
CSFA #65.003**

**FOR THE YEAR ENDED  
JUNE 30, 2022**

**FIFTH CIRCUIT PUBLIC GUARDIAN CORPORATION  
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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors,  
Fifth Circuit Public Guardian Corporation

### **Report on Schedule of Expenditures of State Financial Assistance**

#### ***Opinion***

We have audited the accompanying schedule of expenditures of state financial assistance for the Public Guardianship Program (CSFA #65.003) of Fifth Circuit Public Guardian Corporation for the year ended June 30, 2022, and the related notes (the financial statement).

In our opinion, the accompanying financial statement presents fairly, in all material respects, the expenditures of state financial assistance for Public Guardianship Program (CSFA #65.003) of Fifth Circuit Public Guardian Corporation for the year ended June 30, 2022 in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinion***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States (*Government Auditing Standards*); and Chapter 10.650, Rules of the State of Florida, Office of the Auditor General. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Schedule section of our report.

#### ***Management's Responsibility for the Schedule of Expenditures of State Financial Assistance***

Management is responsible for the preparation and fair presentation of this financial statement in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of a financial statement that is free from material misstatement, whether due to fraud or error.

#### ***Auditor's Responsibilities for the Audit of the Financial Statement***

Our objectives are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, Government Auditing Standards, and Chapter 10.650, Rules of the State of Florida, Office of the Auditor General will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statement.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statement, whether due to fraud, or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statement.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Fifth Circuit Public Guardian Corporation's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statement.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

*James Moore & Co., P.L.*

Tallahassee, Florida  
March 13, 2023

**FIFTH CIRCUIT PUBLIC GUARDIAN CORPORATION  
SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE  
FOR THE YEAR ENDED JUNE 30, 2022**

<u>State Agency/Pass Through Grantor/ State Project Title</u>	<u>CSFA Number</u>	<u>Contract Number</u>	<u>Expenditures</u>
<b>State of Florida Department of Elder Affairs</b>			
Public Guardianship	65.003	18580	\$ 788,131
<b>Total State Financial Assistance</b>			<u>\$ 788,131</u>

The accompanying notes to the Schedule of Expenditures of State Financial Assistance is an integral part of this statement.

**FIFTH CIRCUIT PUBLIC GUARIDAN CORPORATION  
NOTES TO SCHEDULE OF EXPENDITURES OF  
STATE FINANCIAL ASSISTANCE  
FOR THE YEAR ENDED JUNE 30, 2022**

(1) **Basis of Presentation:**

The accompanying schedule of expenditures of state financial assistance includes the state grant activity of Fifth Circuit Public Guardian Corporation (the Corporation) for the year ended June 30, 2022. The information in this schedule is presented in accordance with the requirements of Chapter 10.650 Rules of the Auditor General.

(2) **Summary of Significant Accounting Policies:**

Expenditures reported in the schedule are reported on the cash basis of accounting. Such expenditures are recognized following cost principles in the Florida Single Audit Act wherein certain types of expenditures are unallowable or limited to reimbursement.

(3) **Subrecipients:**

During the year ended June 30, 2022, the Corporation provided no state awards to subrecipients.

(4) **Contingency:**

Project expenditures are subject to audit and adjustment. If any expenditures were to be disallowed by the grantor agency as a result of such an audit, any claim for reimbursement to the grantor agency would become a liability of the Corporation. In the opinion of management, all project expenditures included on the accompanying schedule are in compliance with the terms of the project agreements and applicable state laws and regulations.

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR A STATE PROJECT AND  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE WHEN USING THE PROJECT-  
SPECIFIC AUDIT OPTION TO SATISFY CHAPTER 10.650, RULES OF THE AUDITOR  
GENERAL REQUIREMENTS**

To the Board of Directors,  
Fifth Circuit Public Guardian Corporation

**Report on Compliance for Each Major State Project**

***Opinion on Major State Project***

We have audited Fifth Circuit Public Guardian Corporation (the Corporation)'s compliance with the types of compliance requirements identified as subject to audit in the Department of Financial Services' *State Projects Compliance Supplement* that could have a direct and material effect on its Public Guardianship Program - CSFA #65.003 (the "major state project") for the year ended June 30, 2022.

In our opinion, the Corporation complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major state project for the year ended June 30, 2022.

***Basis for Opinion on Major State Project***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Chapter 10.650 Rules of the Auditor General. Our responsibilities under those standards and Chapter 10.650 Rules of the Auditor General are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Corporation and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major state project. Our audit does not provide a legal determination of the Corporation's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Corporation's major state project.

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Corporation's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and Chapter 10.650 Rules of the Auditor General will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Corporation's compliance with the requirements of its major state project as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and Chapter 10.650 Rules of the Auditor General, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Corporation's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Corporation's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with Chapter 10.650 Rules of the Auditor General, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

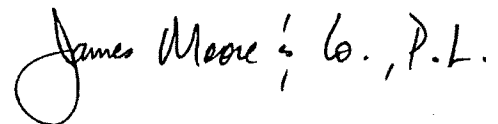
### **Report on Internal Control Over Compliance**

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

*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 state project on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a 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 state project 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 state project 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 audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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 the Chapter 10.650 Rules of the Auditor General. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in cursive script that reads "James Moore & Co., P.L." The signature is written in black ink and is positioned to the right of the main text block.

Tallahassee, Florida  
March 13, 2023

**FIFTH CIRCUIT PUBLIC GUARDIAN CORPORATION  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2022**

**I. Summary of Auditor's Results**

*Financial Statements*

Type of audit report issued on the Schedule of Expenditures of State Financial Assistance: *Unmodified*

*State Financial Assistance*

Type of auditors' report issued on compliance for major state project: *Unmodified*

Internal control over major state project:

- Material weakness(es) identified? \_\_\_\_\_ yes      X   no
- Significant deficiencies identified? \_\_\_\_\_ yes      X   none reported
- Are any audit findings disclosed that are required to be reported in accordance with Chapter 10.656 Rules of the Auditor General? \_\_\_\_\_ yes      X   no

Identification of major state project:

<b>State Project</b>	<b>Catalog State Financial Assistance Number</b>
Public Guardianship	65.003
Dollar threshold used to distinguish between type A and type B State projects:	<u>\$750,000</u>

**II. State Project Findings and Questioned Costs: None.**

**III. Other Issues:**

- a. No management letter is required because there were no findings required to be reported in the management letter (Section 10.656(3)(e), Rules of the Auditor General).
- b. No summary schedule of Prior Audit Findings is required because there were no prior audit findings related to State projects (Sections 10.557(3)(e)5. and 10.656(3)(d)5., Rules of the Auditor General).



March 13, 2023

Fifth Circuit Public Guardian Corporation  
PO Box 4985  
Ocala, Florida 34478

We have audited the schedule of expenditures of state financial assistance of Fifth Circuit Public Guardian Corporation (“the Corporation”) for the year ended June 30, 2022, and have issued our report thereon dated March 13, 2023. Professional standards require that we advise you of the following matters relating to our audit.

### **Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated November 29, 2022, our responsibility, as described by professional standards, is to form and express an opinion about whether the schedule of expenditures of state financial assistance that has been prepared by management with your oversight is presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the schedule does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the schedule is free of material misstatement. An audit of the schedule includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Corporation solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

### **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

### **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, and our firm, have complied with all relevant ethical requirements regarding independence.

In order to eliminate threats to independence related to nonattest services that we provide you, we have instituted a quality control review over all nonattest work. Also, in the engagement letter, we identified a person within your organization with the skills, knowledge and expertise to review our nonattest work on your behalf.

## **Significant Risks Identified**

As part of the audit process, we have identified the following significant risks, which are being communicated solely to comply with auditing standards and do not represent any specific finding and/or concerns related to the audit: Management override of internal controls.

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Fifth Circuit Public Guardian Corporation is included in Note 2 to the financial statement. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year ended June 30, 2022. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

## **Significant Unusual Transactions**

For purposes of this communication, professional standards require us to communicate to you significant unusual transactions identified during our audit. We identified no such transactions.

## **Identified or Suspected Fraud**

We have not identified or obtained information that indicates that fraud may have occurred.

## **Significant Difficulties Encountered during the Audit**

We encountered no difficulties in dealing with management relating to the performance of our audit.

## **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, which could be significant to the Corporation's schedule of expenditures of state financial assistance or the auditor's report. No such disagreements arose during the course of our audit.

## **Circumstances that Affect the Form and Content of the Auditor's Report**

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report.

## **Representations Requested from Management**

We have requested certain representations from management which are included in the attached letter dated March 13, 2023.

### **Management Consultations with Other Accountants**

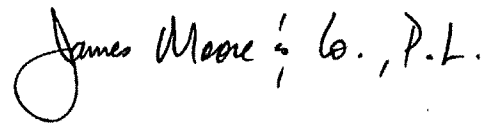
In some cases, management may decide to consult with other accountants about auditing and accounting matters, Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

### **Other Significant Matters, Findings or Issues**

In our normal course of our professional association with the Corporation we generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the entity, and business plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Corporation's auditors.

This report is intended solely for the information and use of the board and management of the Corporation and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink that reads "James Moore & Co., P.L.". The signature is written in a cursive style with a large, prominent initial "J" that loops around the first part of the name.

JAMES MOORE & CO., P.L.

March 13, 2023

James Moore & Co., P.L.  
2477 Tim Gamble Place; Suite 200  
Tallahassee, Florida 32308

This representation letter is provided in connection with your audit of Fifth Circuit Public Guardian Corporation's ("the Corporation") major state project as of June 30, 2022 and for the year then ended, for the purpose of expressing an opinion on compliance for the major state project pursuant to Chapter 10.650 Rules of the Auditor General. We confirm that we are responsible for compliance with requirements applicable to our major state project.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves, as of the date of this letter.

1. We are responsible for understanding and complying with and have complied with the requirements of Chapter 10.650 Rules of the Auditor General.
2. We are responsible for the preparation and presentation of the schedule of expenditures of state financial assistance in accordance with Chapter 10.650 Rules of the Auditor General.
3. We believe the schedule of expenditures of state financial assistance, including its form and content, is fairly presented in accordance with Chapter 10.650 Rules of the Auditor General.
4. As part of your audit, you prepared the schedule of expenditures of state financial assistance and the related notes. We have designated an individual (Sindy Nanan and Catherine Ackerman) with suitable skill, knowledge, or experience to oversee your services and have made all management decisions and performed all management functions. We have reviewed, approved, and accepted responsibility for those schedule of expenditures of state financial assistance and related notes.
5. The methods of measurement or presentation have not changed from those used in the prior period.
6. We are responsible for including the auditor's report on the schedule of expenditures of state financial assistance in any document that contains the schedule and that indicates that the auditor has reported on such information.
7. We have identified and disclosed all of our government programs and related activities subject to project-specific compliance audit.
8. We have, in accordance with Chapter 10.650 Rules of the Auditor General, identified in the schedule of expenditures of state financial assistance, expenditures made during the audit period for all awards provided by state agencies in the form of grants, cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, food commodities, direct appropriations, and other assistance.

9. We have no knowledge of any instances, that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance, whether communicated by employees, former employees, vendors, regulators, or others.
10. We have no knowledge of any instances that have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that has a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
11. We have no knowledge of any instances that have occurred or are likely to have occurred of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
12. We have taken timely and appropriate steps to remedy fraud, noncompliance with provisions of laws, regulations, contracts, and grant agreements, abuse or waste that you have reported to us.
13. We have a process to track the status of audit findings and recommendations.
14. We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
15. We have provided to you our interpretations of any compliance requirements that have varying interpretations.
16. We have provided views on your reported audit findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
17. We have made available to you all state projects (including amendments, if any) and any other correspondence relevant to state projects and related activities that have taken place with state agencies or pass-through entities.
18. We have received no requests from a state agency to audit one or more specific projects as a major program.
19. We have identified and disclosed to you all amounts questioned and any known noncompliance with the direct and material compliance requirements of state awards, including the results of other audits or program reviews, or stated that there was no such noncompliance. We also know of no instances of noncompliance with direct and material compliance requirements occurring subsequent to the period covered by the auditor's report.
20. We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to state project financial reports and claims for advances and reimbursements.
21. State project financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared (and are prepared on a basis consistent with the schedule of expenditures of state financial assistance).
22. The copies of state project financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the respective state agency or pass-through entity, as applicable.
23. We have charged costs to state projects in accordance with applicable cost principles.

24. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by Chapter 10.650 Rules of the Auditor General, and we have provided you with all information on the status of the follow-up on prior audit findings by state agencies and pass-through entities, including all management decisions.
25. We have disclosed all contracts or other agreements with service organizations and disclosed to you all communications from these service organizations relating to noncompliance at the organizations.
26. We have appointed an individual (Sindy Nanan and Catherine Ackerman) to review, approve, and take responsibility for the schedule of expenditures of state financial assistance and related notes and an acknowledge the auditor's role in the preparation of this information.
27. We are responsible for understanding and complying with the requirements of state statutes, regulations, and the terms and conditions of awards related to each of our state projects and have identified and disclosed to you the state statutes, regulations, and the terms and conditions of state projects that are considered to have a direct and material effect on each major state project; and we have complied with these direct and material compliance requirements.
28. We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for programs that provide reasonable assurance that we are managing our state awards in compliance with state statutes, regulations, and the terms and conditions of the state award that could have a material effect on our state programs. Also, we have disclosed changes that have been made in the internal control over compliance or other factors that might significantly affect internal control, including any corrective action taken by management with regard to significant deficiencies and material weaknesses in internal control over compliance have occurred subsequent to the period covered by the auditor's report.
29. We have disclosed to you the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.

To the best of our knowledge and belief, no events have occurred subsequent to the date of the schedule of expenditures of state financial assistance and through the date of this letter that would require adjustment to or disclosure in the aforementioned schedule of expenditures of state financial assistance.



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Catherine Ackerman, Executive Director



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Sindy Nanan, Bookkeeper