

**MCDOWELL COUNTY
POLICY REGARDING REPORTING REQUIREMENTS
FOR FUNDED AGENCIES**

This policy is enacted within County guidelines of NCGS 159-40 entitled Non-profit Corporations receiving public funds and is intended to ensure that public purpose requirements are met for the expenditure of all public funds received by independent agencies of McDowell County.

- 1) McDowell County will receive a copy of the agency Internal Revenue Service determination letter.
- 2) McDowell County will receive a copy of the agencies current budget.
- 3) McDowell County will receive a list of the Board of Directors.
- 4) McDowell County will receive a copy of the annual audit performed by a CPA firm, from each agency receiving county funds that has an annual independent audit performed. (The audit must be received within 4 months of the end of the fiscal year.)
- 5) McDowell County will receive an annual finance statement of activity, if the independent audit or review is not performed within 4 months of the end of the fiscal year. (An agencies 990 form can serve as the annual financial report.)
- 6) McDowell County will receive a copy of the minutes of the annual budget meeting of the Board of Directors.
- 7) McDowell County will receive a copy of the by-laws of the organization.
- 8) McDowell County reserves the right to require audits from agencies receiving County funding that exceeds \$1,000 as provided for in NCGS 159-40.
- 9) McDowell County will receive annually, a letter or form stating that the agency will abide by this policy and the following guidelines:
 - a) That board meetings are open to the community.
 - b) That all financial records are open to the community upon reasonable notice.
 - c) That the agency will obtain bids, according to NC purchasing law limits for capital expenditure items funded with County dollars.
 - d) That the agency will follow a conflict of interest statues in funding programs which are provided otherwise by the private sector.
 - e) That the agency will abide by all Federal, State, and local laws and ordinances.
 - f) That the agency will use County funds only for the purpose for which the funds were appropriated.
 - g) There will be a surety bond obtained, for agencies that are receiving funds from the County.

Adopted July 14, 2014