



250 Georgia Avenue, SE
Suite 350
Atlanta GA 30312
404.586.0740

February 19, 2021

Blad & Associates, PC
Certified Public Accountants
1832 Independence Square, Suite A
Dunwoody, Georgia 30338

Re: 2019 Audit Deficiencies in Internal Control

Dear Mr. Blad:

Georgia Advancing Communities Together, Inc. (GA ACT) has received the final 2019 audit. We would like to respond to the deficiencies listed in Management Letter regarding Internal Control:

1. Due to Georgia ACT's limited staff, one principal officer (Secretary, Treasurer, or Chair) reviews and approves all outgoing payments before the external CPA processes checks. A copy of the approval email is printed and filed with the check requests (expenses). Receipts are deposited within 24 hours of receipt with copies made and filed of the checks, carbon copy deposit slips, and original deposit receipt from the financial institution. Additionally, all receipts and deposits are forwarded to an external CPA who completes the financial reports. Georgia ACT's Board of Directors review and approve all financial statements (Profit & Loss, Balance Sheet, Statement of Cash Flows, etc.). The Director of Operations completes receives the monthly bank statements, completes a spreadsheet of all financial transactions (and appropriate accounting code), and submits the transactions to the external CPA for reconciliation. Georgia ACT acknowledges our awareness of this condition and accept responsibility for all transactions, accounting records, and financial statements.
2. Georgia ACT uses a "Payment Request Form" that itemizes the proper account (from Georgia ACT's Chart of Accounts) and the source (i.e. General Operating or Grant Restricted) for each payment. Georgia ACT will review expenses related to net assets, monthly, to ensure that the external CPA classifies expenses to the appropriate donor account in Quickbooks.

Please contact me if you need any further information at 404-586-0740 office, 404-884-3499 cell, or bhayesbrown@georgiaact.org.

Sincerely,

Dr. Bambie Hayes-Brown
President & Chief Executive Officer

Mission: We build, support, and inform a statewide network of thriving organizations, professionals, and individuals advancing equitable housing and community development.