

TOWN OF WEST HARTFORD, CONNECTICUT
FEDERAL SINGLE AUDIT REPORT
JUNE 30, 2021



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**TOWN OF WEST HARTFORD, CONNECTICUT
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JUNE 30, 2021
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Independent Auditors' Report on Compliance for Each Major Federal Program; Report on Internal Control over Compliance; and Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

Town Council
Town of West Hartford, Connecticut

Report on Compliance for Each Major Federal Program

We have audited the Town of West Hartford, Connecticut's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Town of West Hartford, Connecticut's major federal programs for the year ended June 30, 2021. The Town of West Hartford, Connecticut's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Town of West Hartford, Connecticut's 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 the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance 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 West Hartford, Connecticut's 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 West Hartford, Connecticut's compliance.

Opinion on Each Major Federal Program

In our opinion, the Town of West Hartford, Connecticut, 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, 2021.

Report on Internal Control over Compliance

Management of the Town of West Hartford, Connecticut, 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 West Hartford, Connecticut's 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 the Uniform Guidance, 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 West Hartford, Connecticut's 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 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 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.

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 Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the Town of West Hartford, Connecticut, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Town of West Hartford, Connecticut's basic financial statements. We issued our report thereon dated January 24, 2022, 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 purposes of additional analysis as required by the Uniform Guidance 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.



CliftonLarsonAllen LLP

West Hartford, Connecticut
January 24, 2022

**TOWN OF WEST HARTFORD, CONNECTICUT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2021**

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	Total Federal Expenditures
United States Department of Agriculture				
<i>Direct:</i>				
Child Nutrition Cluster:				
COVID 19 - National School Lunch Program	10.555	12060-SDE64370-29573	\$	\$ 12,999
COVID 19 - National School Lunch Program	10.555	12060-SDE64370-29574		126,011
National School Lunch Program	10.556	12060-SDE64370-20560		90,647
Summer Food Service Program for Children	10.559	12060-SDE64370-20540		1,890,636
Summer Food Service Program for Children	10.559	12060-SDE64370-20548		195,053
				<u>\$ 2,315,346</u>
United States Environmental Protection Agency				
<i>Passed Through the State of Connecticut Department of Environmental Protection:</i>				
State Clean Diesel Grant Program	66.040	12060-DEP43520-22319		<u>33,485</u>
United States Department of Transportation				
<i>Passed Through the State of Connecticut Department of Transportation:</i>				
Highway Safety Cluster:				
State and Community Highway Safety	20.600	12062-DOT57513-20559		2,759
National Priority Safety Programs	20.616	12062-DOT57513-22600		<u>58,271</u>
				61,030
<i>Passed Through the State of Connecticut Department of Environmental Protection:</i>				
Highway Planning and Construction Cluster:				
Recreational Trails Program	20.219	12060-DEP44321-20296		160
<i>Passed Through the State of Connecticut Department of Transportation:</i>				
Alcohol Open Container Requirements	20.607	12062-DOT57513-22091		<u>33,906</u>
Total United States Department of Transportation			<u>-</u>	<u>95,096</u>
United States Department of Justice				
<i>Passed Through the State of Connecticut Department of Emergency Services and Public Protection:</i>				
Edward Byrne Memorial Justice Assistance Grant Program	16.738	12060-DPS32523-26230		<u>9,678</u>
United States Department of Education				
<i>Passed Through the State of Connecticut Department of Education:</i>				
Special Education Cluster (IDEA):				
Special Education_Grants to States	84.027	12060-SDE64370-20977-2021		1,739,883
Special Education_Grants to States	84.027	12060-SDE64370-20977-2020		398,543
Special Education_Preschool Grants	84.173	12060-SDE64370-20983-2021		44,221
Special Education_Preschool Grants	84.173	12060-SDE64370-20983-2020		<u>7,182</u>
				2,189,829

The accompanying notes are an integral part of this schedule

**TOWN OF WEST HARTFORD, CONNECTICUT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2021**

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	Total Federal Expenditures
Title I Grants to Local Educational Agencies	84.010	12060-SDE64370-20679-2021	\$	\$ 901,106
Title I Grants to Local Educational Agencies	84.010	12060-SDE64370-20679-2020		<u>248,235</u>
				1,149,341
Career and Technical Education -- Basic Grants to States	84.048	12060-SDE64370-20742-2021		111,966
Career and Technical Education -- Basic Grants to States	84.048	12060-SDE64370-20742-2020		<u>15,221</u>
				127,187
Adult Education - Basic Grants to States	84.002	12060-SDE64370-20784-2021		80,912
Improving Teacher Quality State Grants	84.367	12060-SDE64370-20858-2021		58,687
Improving Teacher Quality State Grants	84.367	12060-SDE64370-20858-2020		137,636
Improving Teacher Quality State Grants	84.367	12060-SDE64370-20858-2019		<u>23,292</u>
				219,615
English Language Acquisition State Grants	84.365	12060-SDE64370-20868-2020		10,735
English Language Acquisition State Grants	84.365	12060-SDE64370-20868-2019		5,138
English Language Acquisition State Grants	84.365	12060-SDE64370-20868-2021		26,180
English Language Acquisition State Grants	84.365	12060-SDE64370-20868-2020		<u>50,333</u>
				92,386
Title IV - Student Support	84.424	12060-SDE64370-22854-2021		26,019
Title IV - Student Support	84.424	12060-SDE64370-22854-2020		55,308
Title IV - Student Support	84.424	12060-SDE64370-22854-2019		<u>6,438</u>
				87,765
COVID 19 - ESSERF K-12 Fund	84.425D	12060-SDE64370-29571-2021		390,421
COVID 19 - ESSERF K-12 Fund	84.425D	12060-SDE64370-29571-2020		<u>369,458</u>
				759,879
Total United States Department of Education			-	<u>4,706,914</u>
United States Election Assistance Commission				
<i>Passed Through the State of Connecticut Secretary of State:</i>				
Help America Vote Act Requirements Payments	90.401	12060-SOS12500-21465		<u>55,581</u>
United States Department of Housing and Urban Development				
<i>Direct:</i>				
CDBG - Entitlement Grants Cluster: Community Development Block Grants/Entitlement Grants	14.218			<u>937,266</u>
United States Department of Homeland Security				
<i>Passed Through the State of Connecticut Department of Emergency Services and Public Protection:</i>				
Disaster Grants - Public Assistance (Presidentially Declared Disasters)	97.036	12060-DPS32990-21891		<u>679,416</u>
United States Department of the Treasury				
<i>Passed Through the Connecticut State Library:</i>				
COVID 19 - Coronavirus Relief Fund	21.019	12060-CSL66011-29642		24,250
<i>Passed Through the State of Connecticut Department of Education:</i>				
COVID 19 - Coronavirus Relief Fund	21.019	12060-SDE64370-29561-2020		1,199,920
<i>Passed Through the State of Connecticut Office of Policy and Management:</i>				
COVID 19 - Coronavirus Relief Fund	21.019	12060-OPM20600-29561		<u>1,009,407</u>
				<u>2,233,577</u>
United States Department of Health and Human Services				
<i>Passed Through the State of Connecticut Department of Rehabilitation Services:</i>				
<i>Aging Cluster:</i>				
COVID 19 - Special Programs for the Aging_ Title III, Part B_ Grants for Supportive Services and Senior Centers	93.044	12060-SDR63901-29556		<u>5,000</u>
Total Expenditures of Federal Awards			\$ -	\$ <u>11,071,359</u>

The accompanying notes are an integral part of this schedule

**TOWN OF WEST HARTFORD, CONNECTICUT
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2021**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the Town of West Hartford, Connecticut, under programs of the federal government for the year ended June 30, 2021. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Because the Schedule presents only a selected portion of the operations of the Town of West Hartford, Connecticut, it is not intended to, and does not, present the financial position, changes in fund balance, changes in net position or cash flows of the Town of West Hartford, Connecticut.

Basis of Accounting

Expenditures reported on the Schedule are reported using the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance for all awards with the exception of Federal Assistance Listing #21.019, which follows criteria determined by the Department of Treasury for allowability of costs. Under these principles, certain types of expenditures are not allowable or are limited as to reimbursement.

2. INDIRECT COST RECOVERY

The Town of West Hartford, Connecticut, has elected not to use the 10% de minimis indirect cost rate provided under Section 200.414 of the Uniform Guidance.

3. NONCASH AWARDS

Donated commodities in the amount of \$90,647 are included in the Department of Agriculture's National School Lunch Program, Federal Assistance Listing #10.555. The amount represents the market value of commodities received.



**Independent Auditors' 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***

Town Council
Town of West Hartford, Connecticut

We have audited, in accordance with the 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, the discretely presented component unit, each major fund and the aggregate remaining fund information of the Town of West Hartford, Connecticut, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Town of West Hartford, Connecticut's basic financial statements, and have issued our report thereon dated January 24, 2022.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town of West Hartford, Connecticut's internal control over financial reporting (internal control) as a basis for designing 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 West Hartford, Connecticut's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of West Hartford, Connecticut's 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 and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify a certain deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2021-001 that we consider to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town of West Hartford, Connecticut's 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 financial statements. 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*.

Town of West Hartford, Connecticut's Response to Findings

Town of West Hartford, Connecticut's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Town of West Hartford, Connecticut's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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 Town of West Hartford, Connecticut'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 Town of West Hartford, Connecticut's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

CliftonLarsonAllen LLP

West Hartford, Connecticut
January 24, 2022

**TOWN OF WEST HARTFORD, CONNECTICUT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2021**

I. SUMMARY OF AUDITORS' RESULTS

Financial Statements

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? X yes no
- Significant deficiency(ies) identified? yes X none reported
- Noncompliance material to financial statements noted? yes X no

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? yes X no
- Significant deficiency(ies) identified? yes X none reported

Type of auditors' report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR Section 200.516(a)? yes X no

Major programs:

Federal Assistance Listing #	Name of Federal Program or Cluster
84.425D	COVID 19 – ESSERF K-12 Fund
21.019	COVID 19 – Coronavirus Relief Fund

Dollar threshold used to distinguish between type A and type B programs: \$ 750,000

Auditee qualified as low-risk auditee? X yes no

II. FINANCIAL STATEMENT FINDINGS

2021-001	School Construction Grants Receivable
	Type of Finding: Material Weakness in Internal Control over Financial Reporting
Criteria or specific requirement	Generally accepted accounting principles (GAAP) requires that revenue be recognized when it is both measurable and available.
Condition	A material audit adjustment was required in the capital projects fund to reclassify revenue for a grant receivable that was not available within the period of availability.
Context	A material audit adjustment was proposed based on the results of audit procedures performed.

Effect	The financial statements would not be materially correct without the audit adjustment.
Cause	In previous years, the Town had School Construction projects which were partially funded with a grant from the State of Connecticut. The State paid the Town on a monthly basis during the project but held back a small percentage of the grant until they could complete a final project audit. Upon completion of these projects the Town recorded a receivable for the percentage of the grant held back. Due to staffing shortages at the State, they have not yet audited these projects and budget cuts at the State has not allowed them to contract with CPA firms to perform these audits.
Recommendation	We recommend that the Town continue to record grant revenue only when measurable and available.
Views of Responsible Officials	The Town believes the recording of the receivable and related revenue recognition was appropriate at the time the reimbursement request was submitted given the facts at the time. The understanding was that the funds would be received from the State of Connecticut promptly upon conclusion and audit by the State of the projects. The State of Connecticut has continued to delay concluding on the projects despite the requests and actions by the Town of West Hartford.

III. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

Our audit did not disclose any matters required to be reported in accordance with 2 CFR 200.516(a).

SINGLE AUDIT CORRECTIVE ACTION PLAN
For the Fiscal Year Ended June 30, 2021

To Government Officials:

SINGLE AUDIT FINDINGS:

Finding 2021-001	Material Weakness – Grant Receivable
Description of Finding	A material audit adjustment was made to properly state revenue with respect to the School Construction Grant receivable.
Statement of Concurrence or NonConcurrence	Management does not disagree with the finding.
Corrective Action	West Hartford will take the appropriate actions to strengthen its internal control and remedy the conditions giving rise to this reported deficiency.
Name of Contact Person	Lisa Newton
Projected Completion Date	June 30, 2022

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