



The following responses are provided to answer questions submitted by prospective bidders, in accordance with the process outlined in the RFP. All answers are intended to provide clarification and do not alter the requirements or terms of the RFP.

1. Is government grant funding in 2025 similar to 2024 or are there any significant changes for 2025?
 - a. Our ARP funding concluded in Sep 2024 (\$3.4m) and Enhanced HCE funding concluded in March 2024 (\$94k) otherwise the funding is similar in 2025.
2. Typically, how many adjusting journal entries is the audit firm making?
 - a. Typically, there are no adjusting journal entries made by the audit firm. There was an adjusting journal entry in 2024 to reclassify \$25k community foundation contribution from net assets to a restricted contribution.
3. Are there any other significant changes to the organization in 2025?
 - a. Yes. In 2025, the organization experienced a planned leadership transition with the retirement of Charlotte McHenry, President & CEO, and the appointment of Kimberly Northup Wright as President & CEO.
4. Is the current audit firm invited to propose under this RFP?
 - a. The current audit firm has not been specifically invited to propose; however, it is eligible to submit a proposal under this RFP.
5. Have there been any material changes to internal controls over financial reporting or compliance?
 - a. No
6. How many active federal and state awards are expected in the upcoming audit year, and are new programs anticipated?
 - a. For 2025, approximately 15 and no new programs
7. Have there been any grantor monitoring visits, desk reviews, or findings since the last audit?
 - a. No

8. Have there been changes to cost allocation methodologies or functional expense reporting?
 - a. No
9. Are any new leases, lease modifications, or capital asset transactions anticipated?
 - a. In 2025, there are no new leases, lease modifications, or capital asset transactions.
10. Have there been any fraud allegations, investigations, or legal matters requiring disclosure?
 - a. No
11. Were there any material adjusting journal entries made by the current auditor? If so please provide details.
 - a. There was an adjusting journal entry in 2024 to reclassify \$25k community foundation contribution from net assets to a restricted contribution.
12. Is on-site audit work preferred, or remote work?
 - a. We would like to meet the audit team on-site, but the majority of the work can be remote.
13. Is there a target budget or fee range established for the engagement?
 - a. We don't typically disclose a target range during the initial RFP/discovery phase to ensure the proposals we receive are truly tailored to the project's needs rather than a specific number.
14. Is the current firm re-proposing on the audit?
 - a. We are not aware at this time whether the current firm will submit a proposal.
15. Have there been any specific issues with the current firm?
 - a. No
16. What are the key reasons for going out for bid?
 - a. This process allows our Financial Planning & Accounting Committee to fulfill its fiduciary duty by confirming we are receiving the highest quality audit at a competitive value.
17. Are there any transition challenges anticipated?
 - a. No

18. What were the auditor proposed journal entries for the last two years?
- a. There was an adjusting journal entry in 2024 to reclass \$25k community foundation contribution from net assets to a restricted contribution.
19. What is the fee history for both the audit and tax services for the past three years?
- a. \$35k for each of the last three years, which included the audit and tax services.
20. Is electronic submission of proposal acceptable?
- a. Yes
21. What general ledger software do you utilize?
- a. MIP Fund Accounting (Momentive Software Holdco, LLC)
22. Are you able to provide read only access to your audit firm?
- a. No
23. What other software platforms do you utilize, i.e. payables management, grants or donor systems?
- a. We use Bloomerang Fundraising but it is not used to record financial transactions to the organization's accounting records.
24. Would we be able to perform interim testing prior to May 18th, planning, etc.?
- a. We would be open to considering testing prior to May 18th.
25. What is the preferred fieldwork model: on-site, hybrid, or remote?
- a. We would like to meet the audit team on-site, but the majority of the work can be remote.
26. Are there restrictions for accessing records securely?
- a. Previous audit firms have provided a secure portal for the platform they use. We are open to the firm's suggestion as to how to communicate the data securely.
27. How do you define an audit as successful beyond meeting deadlines—e.g., fewer repeat PBC requests, improved grant compliance, fewer adjusting entries?
- a. In addition to meeting the deadlines, we would like prompt and timely communications with audit staff/leaders as well as an engaging and informative presentation to our Financial Planning & Accounting Committee and our Board of Directors.

28. Over the next three years are there any anticipated changes to operations, new grant programs, program expansion, system conversions that would materially affect ours and require re-scoping?

- a. We are exploring opportunities to expand our reach and diversify our revenue streams; however, we do not have any definitive information at this time.