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NATIONAL BLACK CATHOLIC CONGRESS, INC.

Independent Accountant's Report

On Applying

Agreed Upon Procedures

Income and Expenses Related to Congress XII

July 1, 2016 through August 31, 2017

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**INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED UPON PROCEDURES
INCOME AND EXPENSES RELATED TO CONGRESS XII**

Board of Directors
National Black Catholic Congress, Inc.
Baltimore, Maryland

We have performed the procedures enumerated below, which were agreed to by the National Black Catholic Congress (Congress) to determine the accuracy in accounting for and recording the Income and Expenses related to Congress XII which took place July 6 through July 9, 2017. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose. This report does not constitute a legal determination as to the Congress's compliance with specified requirements.

The procedures and findings are as follows:

1. Obtain a Schedule of Income and Expenses related to the Congress XII conference which took place July 6 through July 9, 2017.
2. On a test basis, we reviewed the documentation for disbursements related to Congress XII.

Our review of the documentation for disbursements resulted in no exceptions.

3. We selected 60 registrants from the registration listing and verified that a registration form had been submitted and that the correct registration fee had been received, recorded in the general ledger and deposited in the bank account. We identified no exceptions.
4. Reviewed the registration listing for completeness and accuracy.

We analytically determined that the registration total was accurate and that the total revenue recorded in the general ledger was accurate. The information was accurately stated.

Certified Public Accountants & Business Advisors

The procedures and findings are as follows: (continued)

5. We discussed with the Executive Director the accounting systems and procedures in place at Congress as we applied the above noted agreed upon procedures. Our purpose was not to provide assurances on the internal control structure; however, based on our discussions, the procedures seem adequate to provide reasonable assurance that the procedures are being followed and non-compliance, if any, would be properly addressed.

We were not engaged to and did not conduct an examination made in accordance with auditing standards generally accepted in the United States of America, the objective of which would be the expression of an opinion on the financial statements of the Congress. Accordingly, we do not express such an opinion on any of the items above. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

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



Abrams, Foster, Nole & Williams, P.A.
Certified Public Accountants
Baltimore, Maryland

October 30, 2017

NATIONAL BLACK CATHOLIC CONGRESS, INC.
Schedule of Income and Expenses
July 1, 2016 through August 31, 2017

Income	
Registration fees/vendors	\$ 637,769
Grants	54,097
Exhibitors	27,844
Total Income	<u>719,710</u>
Expenses	
Printing	28,808
Transportation	53,301
Meals & lodging	390,617
Speakers/entertainment/audio visual	217,393
Supplies	90,411
Consulting fees	33,358
Salary & fringe benefits	81,561
Postage & mailing	4,429
Security	2,925
Total Expenses	<u>902,803</u>
Expenses in excess of income	<u><u>\$ (183,093)</u></u>



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