



**REPUBLICAN POLITICAL PARTY
LUCAS COUNTY**

AGREED UPON PROCEDURES

FOR THE YEAR ENDED DECEMBER 31, 2000



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

REPUBLICAN POLITICAL PARTY
LUCAS COUNTY

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REPORT OF INDEPENDENT ACCOUNTANTS

Republican Political Party
Lucas County
8200 West Central Avenue
Toledo, Ohio 43617-1868

To the Republican Executive Committee:

We have performed the procedures enumerated below, which were agreed to by Cosette Woodward, Director, solely to comply with the requirements of § 3517.17 of the Ohio Revised Code. This engagement to apply agreed-upon procedures was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of the specified users of the 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.

The procedures and associated findings are as follows:

Cash Receipts

1. We confirmed the Ohio Political Party Fund receipts with the State of Ohio and agreed to amounts shown on the Ohio Campaign Finance Report.

We found no exceptions as a result of our procedures.

Cash Reconciliation

2. We compared the sum of the cash balances recorded on the Ohio Campaign Finance Report with cash balances recorded on the bank reconciliation for the Republican Party as of December 31, 2000. We recomputed the mathematical accuracy of the reconciliation.

We also agreed reconciling items appearing on that reconciliation to canceled checks, deposit slips, or to other documentation. We determined that the dates on those documents support that those items were proper reconciling items at December 31, 2000.

We found that bank reconciliations were not performed by the Lucas Republican Party. The Ohio Campaign Finance Report ending balance did not agree with their checkbook balance or their bank balance. We recommend that the Lucas Republican Party perform a monthly bank reconciliation with the check book to ensure the accuracy of amounts posted to the check book. To ensure the accuracy of the Ohio Campaign Finance Report ending balance, it is recommended that the Report ending balance be agreed to the ending check book balance. Also, it is recommended that the Lucas Republican Party file an amended report to properly reflect actual receipts and disbursements for the year 2000.

Cash Disbursements

3. We confirmed the mathematical accuracy of the cash disbursement listing and compared the listing totals to the disbursement totals on the Ohio Campaign Finance Report.
4. We traced selected recorded disbursements to source documentation such as invoices and canceled checks. We also determined that the checks corresponded to the names on the invoices and that the checks were signed by authorized signatories and endorsed by the payee.
5. We vouched selected disbursement transactions for compliance with § 3517.18 of the Ohio Revised Code.

We found that the cash disbursement listing submitted with the Ohio Campaign Finance Report was incomplete. We recommend that all expenditures be recorded in the check book and be included in the Ohio Campaign Finance Report disbursement totals.

Payroll Disbursements

6. We compared all personnel positions paid with Ohio Political Party Fund monies with those allowable under § 3517.18 of the Ohio Revised Code.

We found no exceptions as a result of the procedures.

We were not engaged to, and did not, perform an audit, the objective of which would be the expression of an opinion on the Ohio Campaign Finance Report which is attached as Exhibit A. Accordingly, we do not express such an opinion. 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 use of the specified users listed above and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes.

Jim Petro
Auditor of State

March 22, 2001

Exhibit A

REPUBLICAN POLITICAL PARTY
LUCAS COUNTY

OHIO CAMPAIGN FINANCE REPORT
FOR THE YEAR ENDED DECEMBER 31, 2000 (UNAUDITED)

Beginning Balance, January 1, 2000		\$ 7,463
Receipts:		
State Distribution	<u>13,020</u>	
Total Receipts		<u>13,020</u>
Disbursements:		
Payroll	15,719	
Rent	1,855	
Utilities	1,612	
Postage and Supplies	325	
Miscellaneous	<u>385</u>	
Total Disbursements		<u>19,896</u>
Ending Balance, December 31, 2000		<u><u>\$ 587</u></u>

See Report of Independent Accountants



STATE OF OHIO
OFFICE OF THE AUDITOR

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REPUBLICAN PARTY

LUCAS COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
APRIL 12, 2001**