CaliforniaVolunteers
Office of the Governor

September 8, 2010

Hunt Drouin, Staff Service Manager I
California Conservation Corps
1719 24th Street
Sacramento, CA 95816

Arnold Schwarzenegger
Governor

Maria Shriver
Honorary Chair

Karen Baker
Secretary of Service and Volunteering

Dear Mr. Drouin,

Thank you for participating in the 2009-10 Recovery Fiscal Desk Review process with CaliforniaVolunteers (CV). This email indicates the successful completion of the Recovery Fiscal Desk Review process for California Conservation Corps (CCC), T.O.O.T.H. Recovery, contract number 09RCHYR-RC109.

We have reviewed the documentation you have submitted, and CaliforniaVolunteers is satisfied with the documentation provided. However, we do have some areas of concern that will require follow up from your program as noted below.

It has been identified through our review that there was no detailed General Ledger for the Recovery T.O.O.T.H program. The submission of your fiscal desk review documents included ledgers from each individual site along with an excel spreadsheet aggregating these ledgers. Although submission was sufficient for our review, we recommend that a consolidated ledger for the program be developed. During our phone call on December 7th, 2009, your program mentioned that you would be addressing this issue.

This would be consistent with how you manage other similar programs and will assist CCC staff in managing this grant more effectively, and will provide more clear documentation for any future reviews or audits that may occur.

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Sacramento, CA 95814

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On behalf of CaliforniaVolunteers, I would like to thank you for your efforts in administering the AmeriCorps grant at your organization. If you have any questions or concerns, please contact Jesse Delis at 916-445-9944.

Sincerely,

Sarah Mangum
Director, Finance and Administration

Cc. Eddie Aguero, AmeriCorps Specialist, CaliforniaVolunteers
Jesse Delis, Grants Management Associate, CaliforniaVolunteers