GENEVA HOUSE, INC.

PROJECT NO. 034-44815NP

FINANCIAL REPORT

DECEMBER 31, 2004

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#### INDEPENDENT AUDITOR'S REPORT

Board of Directors Geneva House, Inc. Project No. 034-44815NP Scranton, Pennsylvania

We have audited the accompanying statements of financial position of Geneva House, Inc., Project No. 034-44815NP, as of December 31, 2004 and 2003, and the related statements of activities and cash flows for the years then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with 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. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Geneva House, Inc., as of December 31, 2004 and 2003, and the changes in its net assets and its cash flows for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated January 14, 2005, on our consideration of Geneva House, Inc.'s internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

Our audits were performed for the purpose of forming an opinion on the basic financial statements of Geneva House, Inc., taken as a whole. The accompanying supplementary information on pages 12 to 20 is presented for purposes of additional analysis and is not a required part of the basic financial statements of Geneva House, Inc., Project No. 034-44815NP. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by U. S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audits of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Boyu & Sitter

Carlisle, Pennsylvania January 14, 2005

## STATEMENTS OF FINANCIAL POSITION

December 31, 2004 and 2003

ASSETS	2004	2003
Current Assets		
Cash and cash equivalents	\$ 8,727	\$ 9,333
Accounts receivable - tenants	4,126	279
Prepaid expenses	5,223	5,181
Total current assets	18,076	14,793
Noncurrent Assets		
Restricted deposits	•	
Replacement reserve	82,223	72,597
Escrow deposits	36,125	36,585
Tenant deposits held in trust	13,131	13,629
Total restricted deposits	131,479	122,811
Property and Equipment		
Land	50,000	50,000
Building and improvements	2,152,417	2,123,846
Furniture and equipment	96,955	106,874
	2,299,372	2,280,720
Less accumulated depreciation	(1,597,931)	(1,536,611)
Property and equipment - net	701,441	744,109
Total assets	\$ 850,996	\$ 881,713

See Notes to Financial Statements.

LIABILITIES AND NET DEFICIT	2004	2003
Current Liabilities		
Line-of-credit	\$ 100,320	\$ 92,000
Current maturities of long-term debt	78,136	72,868
Accounts payable	26,862	34,137
Accrued expenses		·
Wages	1,618	4,106
Payroll taxes and withholdings	2,201	-
Management fee	11,376	11,040
Interest payable - note payable	421	312
Parking deposits	2,528	1,688
Prepaid revenue	728	3,426
Total current liabilities	224,190	219,577
Noncurrent Liabilities		
Tenant deposits held in trust	13,131	13,629
Long-term debt - net of current maturities		
Mortgage payable	774,635	852,772
Flexible subsidy loan		
Loan payable	117,250	117,250
Accrued interest payable	24,721	23,548
Total liabilities	1,153,927	1,226,776
·		
Unrestricted Net Deficit	(302,931)	(345,063)
Total liabilities and net deficit	\$ 850,996	\$ 881,713

## STATEMENTS OF ACTIVITIES Years Ended December 31, 2004 and 2003

	2004	2003
Revenue		 
Rent	\$ 453,205	\$ 427,841
Financial	346	454
Other	25,168	22,816
Total revenue	478,719	451,111
Expenses		*
Administrative	138,453	132,524
Utilities	78,488	85,134
Operating and maintenance	39,700	54,902
Taxes and insurance	86,709	86,369
Financial	10,190	9,465
Depreciation	83,047	76,713
Total expenses	 436,587	445,107
Changes in net deficit	42,132	6,004
Net Deficit - Beginning	 (345,063)	(351,067)
Net Deficit - Ending	\$ (302,931)	\$ (345,063)

See Notes to Financial Statements.

### STATEMENTS OF CASH FLOWS Years Ended December 31, 2004 and 2003

	2004		2003
Cash Flows From Operating Activities			
Rental receipts	\$ 447,500	\$	431,436
Interest receipts	67		41
Other operating receipts	 3,300		6,788
Total receipts	 450,867		438,265
Administrative	31,951		19,157
Management fee	32,789		23,225
Utilities	86,295		84,814
Salaries and wages	89,196		<b>87,63</b> 1
Operating and maintenance	23,037		41,747
Real estate taxes	45,976		45,427
Property insurance	14,506		14,274
Miscellaneous taxes and insurance	31,298		36,739
Interest on notes payable	 4,478		3,198
Total disbursements	359,526		356,212
Net cash provided by operating activities	 91,341		82,053
Cash Flows From Investing Activities			
Net deposits into mortgage escrow account	460		(11,074)
Net (deposits) withdrawals into replacement reserve account	(9,347)		19,729
Purchase of property and equipment	 (40,379)		(59,623)
Net cash used in investing activities	(49,266)		(50,968)
Cash Flows From Financing Activities			
Mortgage principal payments - net of excess interest subsidy	(51,001)		(46,445)
Net borrowings under note payable	 8,320		18,000
Net cash used in financing activities	(42,681)		(28,445)
Net increase (decrease) in cash and cash equivalents	(606)		2,640
Cash and Cash Equivalents:			
Beginning	 9,333		6,693
Ending	\$ 8,727	\$_	9,333

(Continued)

## STATEMENTS OF CASH FLOWS (Continued) Years Ended December 31, 2004 and 2003

	2004	2003
Reconciliation of Changes in Net Deficit to Net		
Cash Provided by Operating Activities		
Changes in net deficit	\$ 42,132	\$ 6,004
Adjustments to reconcile changes in net deficit to	·	,
net cash provided by operating activities		
Depreciation	83,047	76,713
Interest reduction subsidy - excess of interest expense	(21,868)	(16,028)
Interest earned in replacement reserve account	(279)	(413)
Changes in assets and liabilities:		(122)
(Increase) decrease in:		
Accounts receivable - tenants	(3,847)	1,136
Prepaid expenses	(42)	(3,222)
Tenant deposits held in trust	498	(3,806)
(Decrease) increase in:		(2,200)
Accounts payable and bank overdraft	(7,275)	7,023
Accrued liabilities	49	6,897
Accrued interest payable	1,282	1,484
Tenant deposits held in trust	(498)	3,806
Parking deposits	840	98
Prepaid revenue	(2,698)	2,361
Net cash provided by operating activities	\$ 91,341	\$ 82,053

See Notes to Financial Statements.

#### NOTES TO FINANCIAL STATEMENTS

#### Note 1. Nature of Business and Significant Accounting Policies

Nature of Organization: Geneva House, Inc., is a nonprofit corporation formed under the Non-Profit Corporation Laws of Pennsylvania. The Project is a 64 unit apartment for the elderly located in Scranton, Pennsylvania. The Project is operated under Section 236 of the National Housing Act and regulated by the U.S. Department of Housing and Urban Development (HUD). The project's major program is its Section 236 mortgage insurance and rate reduction loan.

The Project is also subject to Section 8 New Construction and Rent Supplements Housing Assistance payment agreements with HUD. A significant portion of the Project's rental income is received under these agreements with HUD.

PHI, another non-profit corporation has approval rights for the Board of Trustee appointments.

<u>Restricted Deposits and Funded Reserves</u>: Mortgage escrow deposits represent funds to be used to pay taxes and insurance. The reserve for replacements represents funds held, invested or transferred to the mortgagee. Disbursements from these reserves require HUD approval.

<u>Fixed Assets</u>: The Corporation provides for depreciation of fixed assets using the straight-line method as follows:

Building	10 - 45 years
Building equipment	10 years
Furniture	5 - 10 years
Maintenance equipment	5 years

<u>Use of Estimates</u>: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of estimates based on management's knowledge and experience. Due to their prospective nature, actual results could differ from those estimates.

<u>Income Taxes</u>: The Organization is exempt from Federal income tax under Internal Revenue Code Section 501(c)(3).

<u>Cash Equivalents</u>: For purposes of the Statements of Cash Flows, the Organization considers all highly-liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

#### Note 2. Management Fees

The Organization has a contract with Management Enterprises, Inc., wherein Management Enterprises, Inc., agrees to manage and supervise the operations of the project. For this service, the Organization paid the management company 7.5% of allowable rental collections.

#### NOTES TO FINANCIAL STATEMENTS

#### Note 3. Flexible Subsidy

A residual receipts note of \$117,250 with non-compounded interest of 1% per annum was issued on July 29, 1983, to secure a subsidy awarded from the Department of Housing and Urban Development under its Flexible Subsidy Program. The note and accrued interest thereon is due and payable; (a) when the FHA Insured Project Mortgage Note matures or is prepaid, or (b) upon the sale, foreclosure, refinancing, assignment or disposition of the project.

Non-compounding interest has been accruing at 1% since the note's inception.

#### Note 4. Mortgage Payable

On March 29, 1973, final closing of the mortgage with Fannie Mae was executed in the amount of \$1,815,000. Amortization of the principal began May 1, 1973, and will end September 2013. GMAC Commercial Credit is now the servicing agent.

	2004	2003
Monthly payments - principal and interest Less FHA interest subsidy (S3100-120)	\$ 135,355 (84,354)	\$ 124,076 (77,631)
Escrow for mortgage insurance premium	4,699	4,591
Escrow for insurance and real estate taxes Escrow for replacement cost	59,253 33,939	72,453
Net monthly payments by Geneva House, Inc.	\$ 148,892	\$ 30,645 154,134

The mortgage has an interest rate of 7%, however, the effective rate was less than 0% due to FHA subsidy.

	 2004	2003
Balance - Beginning	\$ 925,640	\$ 988,113
Principal reduction	 72,869	62,473
Balance - Ending	\$ 852,771	\$ 925,640

#### NOTES TO FINANCIAL STATEMENTS

#### Note 4. Mortgage Payable (Continued)

Maturities of the mortgage note for each of the next five years and in the aggregate are as follows:

Number Year	_	Amount
S3100-070 2005	\$	78,136
S3100-080 2006	•	83,785
S3100-090 2007		89,841
S3100-100 2008		*
2009		96,336
S3100-110 Future years		103,301
		401,372
	<u> </u>	852,771

#### Note 5. Line-of-Credit

The Organization increased its line-of-credit with Penn Security Bank from \$100,000 to \$150,000 during March 2004. The line expires on March 10, 2005. The line bears interest at the Bank's base rate, which equals the prime rate. At December 31, 2004 and 2003, the rate was 5.25% and 4.00%, respectively.

#### Note 6. Unrestricted Net Assets (Deficit)

None of the Project's net assets are subject to donor-imposed restrictions. Accordingly, all net assets (deficit) are accounted for as unrestricted net assets (deficit) under SFAS No. 117.

#### Note 7. Retirement Plan

The Organization has established a SIMPLE IRA Plan for its eligible employees. The Organization contributes a matching contribution equal to a participant's salary reduction contribution; up to three percent of the participant's compensation. During 2004, the Organization contributed approximately \$1,775 to the plan.

#### NOTES TO FINANCIAL STATEMENTS

#### Note 8. Rent Increases

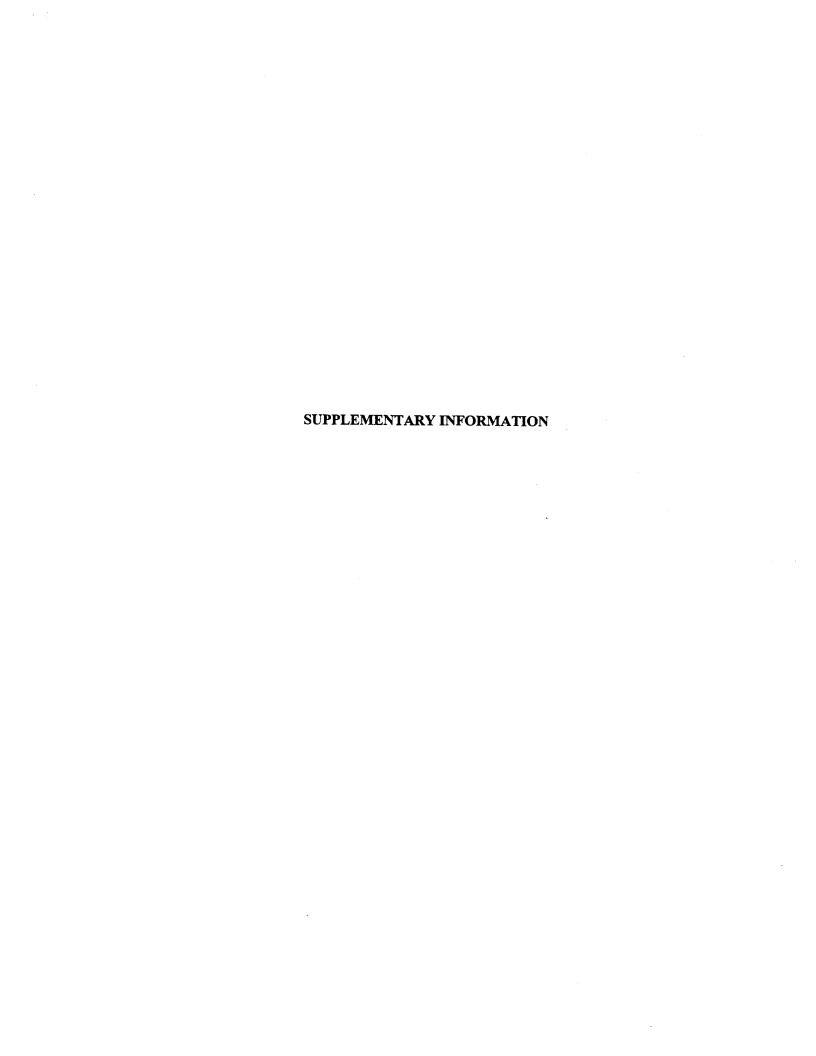
Under the regulatory agreement, the Project may not increase rent charged to tenants without prior HUD approval.

#### Note 9. Functional Allocation of Expenses

Expenditures incurred in connection with project operations have been summarized on a functional basis in the Statements of Activities.

### Note 10. Current Vulnerability due to Certain Concentrations

The Project's sole asset is a 64 unit apartment project. The Project's operations are concentrated in the multi-family real estate market. In addition, the Project operates in a heavily regulated environment. The operations of the Project are subject to the administrative directives, rules and regulations of Federal, state and local regulatory agencies, including, but not limited to, HUD. Such administrative directives, rules and regulations are subject to change by an act of congress or an administrative change mandated by HUD. Such changes may occur with little notice or inadequate funding to pay for the related cost, including the additional administrative burden, to comply with a change.



## **STATEMENT OF FINANCIAL POSITION DATA December 31, 2004**

Account		
Number	ASSETS	The state of the s
1100	Current Assets	
1120	Cash and cash equivalents	\$ 8,72
1130	Tenant accounts receivable	4,12
1200	Prepaid expenses	5,22
1100T	Total current assets	18,07
1191	Tenant deposits held in trust	13,13
	Restricted Deposits	
1310	Escrow deposits	36,12
1320	Replacement reserve	82,22
1300T	Total restricted deposits	118,34
	Fixed Assets	
1410	Land	50,00
1420	Buildings	2,152,41
1450	Furniture for project - tenant use	39,29
1460	Furnishings	42,35
1465	Office furniture and equipment	3,60
1470	Maintenance equipment	11,700
1400T	Total fixed assets	2,299,37
1495	Less accumulated depreciation	(1,597,93
1400N	Fixed assets - net	701,44
1000T	Total assets	\$ 850,996

Account	I I A DIT ITTIES A NID NIET DODICUT		
Number	LIABILITIES AND NET DEFICIT  Current Liabilities		
2110	Accounts payable - operations	\$	26.060
2110	Accrued expenses	Ф	26,862
2120	Wages		1 (10
2121	Payroll taxes and withholdings		1,618 2,201
2123	Management fee		11,376
2134	Interest payable - note payable		421
2135	Interest payable - flexible subsidy		24,721
2160	Note payable		100,320
2170	Mortgage payable - current portion		78,136
2190	Parking deposits		2,528
2210	Prepaid revenue		728
2122T	Total current liabilities		248,911
2191	Tenant deposits held in trust		13,131
	Long-Term Debt		
2320	Mortgage payable - net of current portion		774 625
2325	Flexible subsidy loan payable		774,635
2300T	Total long-term debt		117,250 891,885
	<b></b>		691,063
2000T	Total liabilities		1,153,927
3131	Unrestricted Net Deficit		(302,931)
2033T	Total liabilities and net deficit	\$	850,996

#### STATEMENT OF ACTIVITIES DATA Year Ended December 31, 2004

Account
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Account			
Number			
	REVENUE		
5120	Rent - gross potential	\$	240,678
5121	Tenant assistance payments		172,02
5140	Rent - commercial		8,260
5170	Parking spaces		54,279
5190	Miscellaneous		3,962
5194	Retained excess income		4,332
5100T	Total potential rent revenue	<del></del>	483,530
	Vacancies		
5220	Vacancies - apartments		(29,01)
5250	Rental concessions		(1,002
5270	Parking spaces		(318
5200T	Total vacancies		(30,33
5152N	Total rental revenue	•	453,20
5440	Revenue from investments - replacement reserve		279
5490	Revenue from investments - miscellaneous		6
5400T	Total financial revenue	<del> </del>	340
5910	Laundry and vending revenue		1,594
5920	Tenant charges		1,70
5945	Interest reduction payments		21,86
5900T	Total other revenue		25,16
5000T	Total revenue		478,71
	EXPENSES		
6210	Advertising and marketing		1,24
6250	Other renting expenses		25:
6310	Office salaries		40,26
6311	Office expenses		14,899
6320	Management fee		33,12
6330	Superintendent salaries		36,172
6340	Legal expense		6,02
6350	Audit expense		6,100
6370	Bad debts		160
6390	Miscellaneous administrative expense		208
6263T	Total administrative expenses		138,453
6450	Electricity		64,822
6451	Water		7,822
6453	Sewer		5,844
6400T	Total utilities expense		78,488

(Continued)

#### STATEMENT OF ACTIVITIES DATA (Continued) Year Ended December 31, 2004

Account		
Number		
	EXPENSES (Continued)	
6510	Payroll	12,475
6515	Supplies	9,187
. 6520	Contracts	12,624
6525	Garbage and trash removal	3,187
6548	Snow removal	2,227
6500T	Total operating and maintenance expenses	39,700
6710	Real estate taxes	45,976
6711	Payroll taxes	9,104
6720	Property and liability insurance	14,506
6722	Workmen's compensation	4,243
6723	Health insurance and other employee benefits	11,897
6790	Miscellaneous taxes, licenses, permits and insurance	983
6700T	Total taxes and insurance	86,709
6830	Interest on notes payable - long-term	1,173
6840	Interest on notes payable - short-term	4,587
6850	Mortgage insurance premium	4,430
6800T	Total financial expenses	10,190
6000T	Total cost of operations before depreciation	353,540
5060T	Changes in net assets before depreciation	125,179
6600	Depreciation	83,047
3250	Changes in net deficit	42,132
S1100-050	Net Deficit - Beginning	(345,063)
3130	Net Deficit - Ending	\$ (302,931)
S1000-010	Total mortgage principal payments required during the year	\$ 72,869
S1000-020	Total of 12 monthly deposits during the year into the replacement	
	reserve account, as required by the regulatory agreement	\$ 33,939

## STATEMENT OF CASH FLOWS DATA

Year Ended December 31, 2004

Account Number			
Transce	Cash Flows From Operating Activities		
S1200-010	Rental receipts	\$	447,500
S1200-020	Interest receipts	•	67
S1200-030	Other operating receipts		3,300
S1200-040	Total receipts		450,867
S1200-050	Administrative		31,951
S1200-070	Management fee		32,789
S1200-090	Utilities		86,295
S1200-100	Salaries and wages		89,196
S1200-110	Operating and maintenance		23,037
S1200-120	Real estate taxes		45,976
S1200-140	Property insurance		14,506
S1200-150	Miscellaneous taxes and insurance		26,988
S1200-190	Interest on notes payable		4,478
S1200-210	Mortgage insurance premium		4,310
S1200-230	Total disbursements		359,526
S1200-240	Net cash provided by operating activities		91,341
	Cash Flows From Investing Activities		
S1200-245	Net deposits into mortgage escrow account		739
S1200-250	Net deposits into replacement reserve account		(9,626)
S1200-330	Purchase of property and equipment		(40,379)
S1200-350	Net cash used in investing activities		(49,266)
	Cash Flows From Financing Activities		
S1200-360	Mortgage principal payments - net of excess interest subsidy		(51,001)
S1200-365	Net borrowings under note payable		8,320
S1200-460	Net cash used in financing activities		(42,681)
S1200-470	Net decrease in cash and cash equivalents		(606)
	Cash and Cash Equivalents:		
S1200-480	Beginning		9,333
S1200T	Ending	\$	8,727

(Continued)

## STATEMENT OF CASH FLOWS DATA (Continued) Year Ended December 31, 2004

Account		
Number		
	Reconciliation of Changes in Net Deficit to Net	 
	Cash Provided by Operating Activities	
3250	Changes in net deficit	\$ 42,132
	Adjustments to reconcile changes in net deficit to	,
	net cash provided by operating activities	
6600	Depreciation	83,047
	Changes in assets and liabilities:	,
	(Increase) decrease in:	•
S1200-490	Accounts receivable - tenants	(3,847)
S1200-520	Prepaid expenses	(42)
S1200-530	Tenant deposits held in trust	498
	(Decrease) increase in:	.,,
S1200-540	Accounts payable	(7,275)
S1200-560	Accrued liabilities	49
S1200-570	Accrued interest payable	1,282
S1200-580	Tenant deposits held in trust	(498)
S1200-590	Prepaid revenue	(2,698)
S1200-600	Other adjustments (Parking deposits and IRP subsidy)	(21,307)
S1200-610	Net cash provided by operating activities	\$ 91,341

## SCHEDULE OF RESERVE FOR REPLACEMENT Year Ended December 31, 2004

Account			
Number			
1320P	Balance - January 1, 2004	\$	72,597
1320DT	Total Monthly Deposits (\$2,665 per month)		31,980
1320OT	Other deposits		1,959
1320INT	Interest earned		279
			106,815
	Less: Replacement monies issued for the payment of		-1
1320WT	HUD approved projects	••••	24,592
1320	Reserve for Replacement at December 31, 2004	\$	82,223

## COMPUTATION OF SURPLUS CASH - ANNUAL Year Ended December 31, 2004

Account			
Number			
S1300-010	Cash	\$	21,858
	Current Obligations		
S1300-075	Accounts payable within 30 days and bank overdraft		26,862
S1300-080	Loans and notes payable due within 30 days		4,260
S1300-100	Accrued expenses		15,616
2191	Tenant security deposits		13,131
2210	Prepaid revenue		728
S1300-140	Total current obligations		60,597
S1300-150	Cash deficiency	_\$	(38,739)

## SCHEDULE OF CHANGES IN FIXED ASSET ACCOUNTS Year Ended December 31, 2004

		Assets						
Account			Balance					Balance
Number			1-1-04	P	Additions	Ι	Deletions	 12-31-04
1410	Land	\$	50,000	\$	-	\$	-	\$ 50,000
1420	Buildings		2,123,846		35,526		(6,955)	2,152,417
1450	Furniture		39,296		-		-	39,296
1460	Furnishings		52,549		4,573		(14,772)	42,350
1465	Office furniture and equipment		3,323		280		-	3,603
1470	Maintenance equipment		11,706		-		<u>-</u>	11,706
1400T	Total fixed assets	\$	2,280,720	\$	40,379	\$	(21,727)	2,299,372
1495	Accumulated depreciation	\$	1,536,611	\$	83,047	\$	(21,727)	1,597,931
1400N	Total net book value							\$ 701,441

# SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS Year Ended December 31, 2004

		Federal			
				Federal	
	Federal Grantor	Number	Expenditures		
U.S. D	epartment of Housing and Urban Development				
1	Interest Reduction Payments Rental and Cooperative				
_	Housing for Lower Income Families (236)				
	Outstanding mortgage balance - December 31, 2004	14.103	\$	852,771	
	Interest Reduction Payments received	14.103		84,354	
				937,125	
2	Operating Assistance for Troubled Multi-Family				
	Housing Projects (Flexible Subsidy Fund)				
	Outstanding principal balance - December 31, 2004	14.164		117,250	
	Accrued interest payable - December 31, 2004	14.164		24,721	
	• •			141,971	
3	Lower Income Housing Assistance Program - Section 8				
	Moderate Rehabilitation	14.856		146,838	
4	Rent Supplements - Rental Housing for Lower Income				
	Families	14.149		25,187	
	m . i		¢	1 251 121	
	Total expenditures of federal awards		<u> </u>	1,251,121	

See Note to Schedule of Expenditures of Federal Awards.

# NOTE TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS Year Ended December 31, 2004

#### Note 1. Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of Geneva House, Inc., Project No. 034-44815NP, and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, and this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.