

# Funding Agreement Overview and General Q&A



**FIRE COMMISSION MEETING  
SEPTEMBER 19, 2013**



**FUNDING AGREEMENT  
INCLUDING AUDIT  
POLICY**

# Due Dates Reminder



- **The following are due by 9/30/13**
  - LODD Roster (FA#3Ai)
  - NIMS Compliance Report (FA#3Aii)
  - Copies of DOT Inspections (FA#3Bi, FA#3Ci, FA#3Dii)
  - Annual Financial Report and Documentation (FA#1/Reference Policy on Accountability of Public Funds)
  - NFIRS “Monthly Incident County” Final Report (FA#Bii)
  - Final Report of Annual Pump Test (FA#Biii)
  - Copy of valid Virginia Office of EMS license and orders of correction, sanctions or investigations for reporting year (FA#Cii) (FA#Di)

# Audit Policy Provisions



- Effective date: 7/1/2013
- Requires ALL organizations receiving over \$10,000 annually to be audited.
- Audit must be performed by an independent certified public accountant.
- Cost of audit to be paid by the organization.
- Audit must be completed and forwarded to the Accomack Finance Department within 9 months after the end of the organizations financial reporting period.
  - Example: If the organization's fiscal period ends on 12/31/2013, then it has until 9/30/14 to be audited and submit the results to the County.



***FREQUENTLY ASKED  
QUESTIONS (FAQ)***

# FAQs



- **Where can I obtain more information?**
  - Visit [www.co.accomack.va.us](http://www.co.accomack.va.us)
    - ✦ The Finance Department “Financial Policies” Web Page contains:
      - Model Funding Agreement
      - Accountability Policy
        - Microsoft Excel Fire and Rescue Annual Report available for download.
      - External Organization Audit Policy
    - ✦ The Public Safety “Fire Commission” web page contains:
      - Microsoft Excel LODD Roster
      - Microsoft Excel NIMS Reporting Form

# FAQs



- **What happens if a Company doesn't comply with the Funding Agreement?**
  - It is in both the County's and Company's best interest to comply therefore staff of both public safety and finance will assist companies as best they can especially in this first year.
    - ✦ The only action that guarantees withholding of funds is the failure to submit.
    - ✦ If compliance cannot be obtained, the matter will be referred to the Board of Supervisors for action.

# FAQs



- **Who decides if the information the Company submits is compliant?**
  - Fire and Rescue Funding Annual Report-The Finance Department decides whether submissions are compliant.
  - For all other submissions such as the LODD report, NIMS report etc. it is the Department of Public Safety.

# Audit Policy FAQs



- **Will the County issue a joint RFP on behalf of some or all 15 companies.**
  - Short Answer is “Yes” if it is the Fire Commission’s desire expressed by formal vote tonight.
  - Companies will need to commit to the process. The more companies that commit the better the cost savings.
    - ✦ **Suggestion:** Each company decide whether they want to be included in the RFP between now and the next Fire Commission meeting. At the next meeting, be prepared to opt in or out.
  - **Caveat:**
    - ✦ Accomack staff will only be responsible for drafting and issuing the RFP and selection of the audit firm. We will not participate in the audit process.
    - ✦ Each company will have to manage all aspects of the audit engagement.
  - **Likely Outcome of an RFP:**
    - ✦ Better audit pricing
    - ✦ Non local firm

# FAQs



- **What else should I know?**
  - The accountability policy requires all companies obtain a blanket fidelity bond for no less than \$100,000 in coverage.