

***Vickie C. Richardson, CPA, PSC***

*114 East High Street  
Mount Sterling, KY 40353*

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December 12, 2017

To the Board of Directors  
Kentucky Equal Justice Center

I have audited the financial statements of Kentucky Equal Justice Center (KEJC) for the year ended December 31, 2016, and have issued my report thereon dated December 7, 2017. Professional standards require that I provide you with information about my responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of my audit. I have communicated such information in the engagement letter to you dated August 2, 2017. Professional standards also require that I communicate to you the following information related to my audit.

Significant Audit Findings

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by KEJC are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during 2016. I noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

I encountered no significant difficulties in dealing with management in performing and completing my audit.

*Corrected and Uncorrected Misstatements*

Professional standards require me to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The following material misstatements detected as a result of audit procedures were corrected by management:

<u>Account</u>	<u>Debit</u>	<u>Credit</u>
Temporarily Restricted Net Assets	75,617.20	
Retained Earnings		75,617.20

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to my satisfaction, that could be significant to the financial statements or the auditor's report. I am pleased to report that no such disagreements arose during the course of my audit.

*Management Representations*

I have requested certain representations from management that are included in the management representation letter dated December 7, 2017.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, my professional standards require the consulting accountant to check with me to determine that the consultant has all the relevant facts. To my knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

I generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditor. During the 2016 audit, I presented management with a verbal recommendation to investigate and clear old outstanding checks and deposits from the reconciliations of bank accounts. The result of that discussion was not a condition to my retention.

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

Very truly yours,

*Vickie C. Richardson, CPA, PSC*

KEJC  
 Passed AJE's  
 12/31/2016

	Account	Debit	Credit	Explanation	W/P Reference
1	Payroll Expenses	59.01		12/31/16 payroll liab. Not recorded	12-3
	Payroll Liabilities		59.01	12/31/16 payroll liab. Not recorded	
2	Accounts Payable	5,937.00		12/31/16 A/P	6-7
	Travel:Local		45.95	12/31/16 A/P	
	Travel: Conference		3,246.60	12/31/16 A/P	
	Dues		340.85	12/31/16 A/P	
	Office Supplies: General Office Supplies		24.58	12/31/16 A/P	
	Office Supplies: General Office Supplies		24.33	12/31/16 A/P	
	Postage and Delivery: Postage Expense		60.90	12/31/16 A/P	
	Printing and Reproduction: Outside Copying Expense		76.85	12/31/16 A/P	
	Litigation Expense		82.00	12/31/16 A/P	
	Litigation Expense		1,916.70	12/31/16 A/P	
	Litigation Expense		88.00	12/31/16 A/P	
	Other Expenses		30.24	12/31/16 A/P	
3	Payroll Expenses	457.03		12/31/16 payroll expense	12-4
	Direct Deposit Liabilities		457.03		