



Maria Su, Psy.D.
Executive Director



London N. Breed
Mayor

June 19, 2023

Patricia Barahona
Executive Director
Youth Leadership Institute
209 9th St.
San Francisco, Ca 94103

Subject: Citywide Fiscal and Compliance Monitoring of Current Contracts/Grants for Youth Leadership Institute for FY22-23

List of Contracts Reviewed:

Department / Program	Contract Name / Description
Department of Public Health	SA-Child: SUD Prevention Services
Department of Children Youth and Their Families	Building Leaders in Innovative New Giving (B.L.I.N.G)

Dear Patricia:

This letter conveys the results of the Citywide fiscal May 28, 2023.

The fiscal monitoring included the review of the following documents:

1. Agency-wide budget and cost allocation plan
2. Board minutes
3. Recent 990 form
4. Recent DE 9, DE 9C, and 941 reports
5. Most recent audited financial statements
6. Fiscal policies and procedures (Self-Assessments N/A)
7. Financial reports, balance sheets, and profit loss statements

We are pleased to report that there were no findings identified in our fiscal and compliance monitoring.

Monitoring staff also reviewed governance practices (based on Section 3 of the Standard Monitoring Form: Board of Director Best Practices). While governance best practice results are not classified as “findings” for the purposes of this Monitoring Report Letter, they are important indicators of healthy nonprofit agencies. We are pleased to report that your agency is also in conformance with all governance best practices.

Please extend our appreciation to your staff for their preparation in advance of the monitoring and assistance during the process. We thank you for your work in serving the San Francisco community.

Sincerely,

Greg Rojas
Lead Monitor

cc:

Joninna Simpson
Wasim Samara

YLI
DPW