

INDEPENDENT AUDITORS' REQUIRED COMMUNICATIONS
WITH THOSE CHARGED WITH GOVERNANCE

TAMPA HILLSBOROUGH ACTION PLAN, INC. AND AFFILIATES

September 30, 2016

To the Board of Directors
Tampa Hillsborough Action Plan, Inc. and Affiliates

We have audited the consolidated financial statements of Tampa Hillsborough Action Plan, Inc. and Affiliates (the "Organization") for the year ended September 30, 2016, and issued our report thereon dated March 23, 2017. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our Report to the Board of Directors. Professional standards also require that we communicate to you the following information related to our 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 Tampa Hillsborough Action Plan, Inc. are described in note A to the consolidated financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended September 30, 2016. We 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 consolidated financial statements in the proper period.

Accounting estimates are an integral part of the consolidated financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the consolidated financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the consolidated financial statements were:

1. Management's estimate of the useful life of capital assets is based on historical experience, physical condition and external factors affecting future utility. We evaluated the key factors and assumptions used to develop the estimated useful life in determining that the net book value of capital assets is reasonable in relation to the consolidated financial statements taken as a whole.
2. Management's estimate of the collectability of accounts and contract receivables is based on prior experience, historical collection trends and current and anticipated economic conditions. We evaluated the key factors and assumptions used to develop the valuation estimate in determining that it is reasonable in relation to the consolidated financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

- The disclosure of economic dependency in Note B to the financial statements is sensitive due to disclosure of concentrations of funding sources and the possibility of changes in such funding with little or no advantage knowledge.

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

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The significant adjustments posted to the financial statements were:

- Assets and revenues were increased by approximately \$209,000 as a result of investment income not recorded.
- Fixed assets and contributions were decreased by approximately \$117,000 as a result of reducing the values of non-cash furniture donations.
- Assets were decreased by approximately \$136,000 and expenses were increased as a result of recording depreciation expense.
- Reconciliation of various intercompany accounts.

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 our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 23, 2017.

Management Consultations with Other Independent Auditors

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, the professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

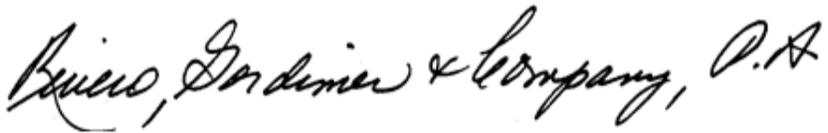
We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, *Government Auditing Standards*, Uniform Guidance, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

The other supplementary information accompanying the financial statements is presented for purpose of additional analysis and is not a required part of the financial statements. Such information has not been subject to the auditing procedures applied in the audit of the financial statements.

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

A handwritten signature in cursive script that reads "Bruce, Gardner & Company, P.A." The signature is written in black ink and is positioned to the right of the date and location information.

Tampa, Florida
March 23, 2017