

AUDITOR REQUEST FOR PROPOSAL

Date

Name
Address
City State Zip

Dear Name,

Global Trust Partners is seeking proposals from CPA firms to provide review of financial statements services for our organization in the future. We invite your firm to submit a proposal to us by 9 June 2020, for consideration. A description of our organization, the services needed, and other pertinent information follows:

Background of Global Trust Partners (“GTP”)

GTP a 501(c)(3) organization formed on 11 December 2018 under the laws of the State of Colorado as a not-for-profit organization and recognized by the IRS on 3 April 2019. The world headquarters is located in Littleton, Colorado. GTP exists with for this purpose: *In obedient service to Jesus Christ, GTP multiplies faithful stewards and mobilizes peer groups to build trust and grow local generous giving to God’s work.* GTP was formed as a spin-off of international affairs that were previously part of the Evangelical Council for Financial Accountability (“ECFA”).

GTP is a small but growing organization with a fiscal year 2020 budget around \$400,000. Dr. Gary G. Hoag serves as President & CEO and is supported by a global team consisting of an interim CFO (the board treasurer) and three full-time international contractors: Ereny Monir, VP of Training and Empowerment (Egypt); Ruthie Cristobal, VP of Partnership and Communications (Philippines); and, Paula Mendoza, Global Administrator (Guatemala). The CFO / Strategy Catalyst (Australia) is slated to start on July 2020.

GTP delivers four programs in order to accomplish its mission: teaching, training, teamwork and toolbox. The efforts multiply as GTP works in partnership with 12 regional facilitators who volunteer to lead efforts in the 12 regions of the Lausanne Movement. During its first year of operations, GTP has empowered more than 1,100 stewards from 42 countries in 11 countries. GTP also encourages the ongoing growth of 7 peer accountability groups (like ECFA) in Australia, Egypt, Guatemala, India, Kenya, Philippines, and South Korea.

The operations of GTP are overseen by an experienced board of governors consisting of 12 individuals from 7 different countries, and 3 members of the Board serve on the Finance and Audit Committee (“FAC”): Mark Whitsitt, Gregg Capin, and Sanjay Patra. The FAC has been appointed by the Board to oversee the financial management of the organization including the recommendation of an external auditor to perform review and audit services for the organization. The FAC is chaired by the treasurer of the board of GTP. Please visit our website at <https://www.gtp.org> for more background information on GTP, its Board and team.

GTP has contracted The Provisum Group (“TPG”), based in Reynoldsburg, OH, to manage and maintain its books and records and provide accounting, payroll, and financial reporting services, as well as handling our database and gift receipting. The services performed by TPG are supervised by the CEO and interim CFO of GTP who work closely with TPG to ensure financial reports are accurate and complete. Please see TPG’s website for additional information: <https://theprovisumgroup.com>.

Global Trust Partners has a fiscal year-end of 30 June with a requirement for reviewed financial statements under board policy and for initial and recurring ECFA annual accreditation.



GLOBALTRUST
PARTNERS

GLOBAL TEAM

Gary G. Hoag
President & CEO

Ereny Monir

VP of Training & Empowerment

Ruthie Cristobal

VP of Partnership & Communications

Paula Mendoza

Global Administrator

Matthew Gadsden

CFO & Strategy Catalyst

GOVERNING BOARD

Gregg Capin

Valentine Gihoto

Randy Kung

Zenet Maramara

Rob Martin

René Palacio

Sanjay Patra

Jaime Schell

Barbara Shantz

Hannu Summanen

Mark Whitsitt

REGIONAL FACILITATORS

Nydia Garcia Schmidt

Latin America

Younoussa Djao

Francophone Africa

Adel Azmy

Middle East / North Africa

Anji Gabriel

South East Asia

Redina Kolaneci

Europe

Jonathan Onigbinde

English, Portuguese, and

Spanish Speaking Africa

Yuri Boldirev

Eurasia

John Roomes

Caribbean

Anand Joshua

South Asia

Trevor Lui

East Asia

Steve Kerr

South Pacific

Greg Henson

North America

Services to Be Performed

Your proposal is solicited to cover the following services:

1. Initial review of financial statements, including the periods from inception, which was 11 December 2018 to 30 June 2019 and the fiscal year ending 30 June 2020, under generally accepted accounting principles in the United States of America.
2. Annual review of financial statements for subsequent fiscal periods ending 30 June 2021 and 2022.
3. Communication of final report and findings, along with any comments and recommendations arising from the engagement to the finance and audit committee or board of directors, as necessary.

All information and review procedures may be performed remotely due to the nature of our operations and financial services provider, TPG.

Key Personnel

Following are key contacts for information you may seek in preparing your proposal:

Gary G. Hoag, Ph.D.	CEO, GTP
Mark Whitsitt, CPA, CFA	Treasurer & Interim CFO, GTP
Don Corder, MBA	President, TPG
Wendy Pingree, CPA	Director, TPG

Other Information

Requests for additional information, including our accounting records, you may call or email may Gary Hoag or Mark Whitsitt.

Your Response to This Request for Proposal

In responding to this request, we request the following information:

1. Detail your firm's experience in providing assurance services to not-for-profit organizations, as well as those of a comparable size to GTP, including those with such international scope.
2. Provide information on whether you provide services to any related industry associations or groups.
3. Discuss the firm's independence with respect to GTP.
4. Discuss commitments you will make to staff continuity, including your staff turnover experience in the last three years.
5. Identify the five largest not-for-profit clients your firm (or office) has lost in the past three years and the reasons. Also discuss, in instances when loss of the client was due to an unresolved assurance or accounting matter, the process of attempting to resolve the issue(s).
6. Identify the partner, manager, and/or in-charge accountant who will be assigned to our job if you are successful in your bid, and provide biographies. Indicate any complaints against them that have been leveled by the state board of accountancy or other regulatory authority, if any. Indicate any corrective actions that have been taken by the firm with respect to these people.

7. Describe how your firm will approach the review engagement, including the areas that will receive primary emphasis. Also discuss the firm's use of technology in the audit. And finally, discuss the communication process used by the firm to discuss issues with the management and audit committees of the board.
8. Set forth your fee proposal for the 2020 review, including the initial period from inception, which was 11 December 11 2018 through 30 June 30 2019 and for the future periods ending 30 June 2021 and 2022. Your fee proposal should also delineate hours by level of staff.
9. Provide proposed start and completion dates for your 2020 review procedures.
10. Describe how you will bill for questions on technical matters that may arise throughout the year.
11. Furnish current standard and discounted billing rates for classes of professional personnel.
12. Provide the names and contact information for other similarly sized clients of the partner and manager that will be assigned to our organization for reference purposes.
13. Describe how and why your firm is different from other firms being considered, and why our selection of your firm as our external accountants is the best decision we could make.
14. Include a copy of your firm's most recent peer review report, the related letter of comments, and the firm's response to the letter of comments.

Please return the completed proposal to Gary Hoag and Mark Whitsitt, electronically, at the email addresses provided above.

Evaluation of Proposals by GTP and Your Firm

GTP will evaluate proposals on a qualitative basis. This includes our review of the firm's peer review report and related materials, interviews with senior engagement personnel to be assigned to our organization, results of discussions with other clients, and the firm's completeness and timeliness in its response to us. We would also appreciate a response if you decline to submit a proposal.

Sincerely,

Gary G. Hoag, Ph.D.
President & CEO

Mark Whitsitt, CPA, CFA
Board Treasurer & Interim CFO

Attachments:

- YTD financial statements with budget/actual information (30 April 2020).
- Inception (11 December to 30 June 2019) financial statements.
- IRS determination letter and 2019 IRS Form 990.