

August 19, 2024

To the Board of Trustees

The Women's Fund for Health Education and Research

In planning and performing our audit of the consolidated financial statements of The Women's Fund for Health Education and Research (the Organization) as of and for the year ended December 31, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified a certain deficiency in internal control that we consider to be a significant deficiency.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's consolidated financial statements will not be prevented, or detected and corrected on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible*. The chance of the future event or events occurring is more than remote but less than likely.
- *Probable*. The future event or events are likely to occur.

A *significant deficiency* is a deficiency or combination of deficiencies, in internal control over financial reporting that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiency in the Organization's internal control to be a significant deficiency:

Recording of Contributions

During our audit, we noted the Organization recorded contributions receivable based on oral promises. To be recognized in the consolidated financial statements, there must be sufficient evidence such as tape recordings or other means that permit verification of the promise. As such, for oral contribution promises, we recommend following up with the donor and request written documentation to support the date of the promise and amount.

This communication is intended solely for the information and use of management, the Board of Trustees, and others within the Organization and is not intended to be, and should not be, used by anyone other than these specified parties.



Houston, Texas