# THE CAMPUS FOR HUMAN DEVELOPMENT FINANCIAL STATEMENTS

June 30, 2013 and 2012

# THE CAMPUS FOR HUMAN DEVELOPMENT

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#### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of The Campus for Human Development Nashville, Tennessee

We have audited the accompanying financial statements of the Campus for Human Development (a nonprofit organization), which comprise the statements of financial position as of June 30, 2013 and 2012, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

# **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Campus for Human Development as of June 30, 2013 and 2012, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

November 19, 2013

Frazie Den + Hand PLLC

# THE CAMPUS FOR HUMAN DEVELOPMENT STATEMENTS OF FINANCIAL POSITION June 30, 2013 and 2012

	2013	2012				
ASSETS						
Cash and cash equivalents	\$ 2,973,246	\$ 1,975,688				
Contract and grants receivable	93,051	90,910				
Contributions receivable, net	290,610	612,653				
Total current assets	3,356,907	2,679,251				
Contributions receivable, net of current portion	634,306	595,757				
Land, building and equipment, net	12,903,604	13,389,258				
Total assets	\$16,894,817	\$16,664,266				
LIABILITIES AND NET ASSETS						
Accounts payable and accrued expenses	\$ 252,018	\$ 199,272				
Notes payable, current portion	173,153	173,146				
Total current liabilities	425,171	372,418				
Notes payable, noncurrent portion	2,635,720	2,800,006				
Total liabilities	3,060,891	3,172,424				
Net assets:						
Unrestricted	12,909,010	12,283,432				
Temporarily restricted	924,916	1,208,410				
Total net assets	13,833,926	13,491,842				
Total liabilities and net assets	\$16,894,817	\$16,664,266				

# THE CAMPUS FOR HUMAN DEVELOPMENT STATEMENT OF ACTIVITIES

		Temporarily	
	Unrestricted	Restricted	Total
Revenues:			
Contributions	\$ 1,414,866	\$ 387,757	\$ 1,802,623
Grants and contracts	1,400,840	-	1,400,840
In-kind contributions	697,198	-	697,198
Other	396,401	-	396,401
Net assets released from restrictions	671,251	(671,251)	
Total revenues	4,580,556	(283,494)	4,297,062
Expenses:			
Program services	3,354,848	-	3,354,848
Supporting services	600,130	<u>-</u>	600,130
Total expenses	3,954,978		3,954,978
Change in net assets	625,578	(283,494)	342,084
Net assets - beginning of year	12,283,432	1,208,410	13,491,842
Net assets - end of year	\$12,909,010	\$ 924,916	\$13,833,926

# THE CAMPUS FOR HUMAN DEVELOPMENT STATEMENT OF ACTIVITIES

		Temporarily	
	Unrestricted	Restricted	Total
Revenues:			
Contributions	\$ 1,410,607	\$ 371,302	\$ 1,781,909
Grants and contracts	1,558,284	-	1,558,284
In-kind contributions	519,124	-	519,124
Other	141,792	-	141,792
Net assets released from restrictions	1,014,669	(1,014,669)	
Total revenues	4,644,476	(643,367)	4,001,109
Expenses:			
Program services	3,166,908	-	3,166,908
Supporting services	382,253		382,253
Total expenses	3,549,161		3,549,161
Change in net assets	1,095,315	(643,367)	451,948
Net assets - beginning of year	11,188,117	1,851,777	13,039,894
Net assets - end of year	\$12,283,432	\$ 1,208,410	\$13,491,842

# THE CAMPUS FOR HUMAN DEVELOPMENT STATEMENT OF FUNCTIONAL EXPENSES

				Progran	Services				Su	pporting Servi	ces	
	Day		Guest			Permanent	Room in		Management			
	Center	Veterans	House	Respite	Odyssey	Housing	the Inn	Total	and General	Fundraising	Total	Total
Salaries and related expenses	\$ 429,9		\$ 192,453	\$ 170,592	\$ 205,804	\$ 62,232	\$ 147,823	\$ 1,479,511	\$ 266,980	\$ 57,213	\$ 324,193	\$ 1,803,704
Depreciation	124,0	08 50,874	54,576	54,605	29,769	163,728	-	477,560	9,923	-	9,923	487,483
Food (including												
\$367,485 in-kind)	-	124,628	165,154	83,344	46,591	-	210	419,927	797	-	797	420,724
Professional fees	40,2	19,108	9,327	10,953	6,880	3,989	6,773	97,274	48,987	-	48,987	146,261
Utilities	54,3	22 20,636	18,917	13,757	12,588	60,867	250	181,337	4,861	-	4,861	186,198
Rent expense in-kind	-	57,438	50,258	16,154	16,154	-	-	140,004	-	-	-	140,004
Supplies (including												
\$108,149 in-kind)	32,1	15,190	25,771	14,516	13,337	522	33,767	135,252	3,418	-	3,418	138,670
Insurance	30,7	31 15,389	13,466	11,724	8,244	28,314	3,296	111,214	7,874	-	7,874	119,088
Miscellaneous	1,6	3,637	750	1,516	580	108	7,770	16,021	95,374	-	95,374	111,395
Maintenance and security	22,4	33 10,145	9,503	7,564	6,886	27,463	40	84,034	2,231	-	2,231	86,265
Laundry in-kind	-	23,940	33,535	14,861	9,224	-	-	81,560	-	-	-	81,560
Bad debt expense	-	-	-	-	-	-	-	-	70,599	-	70,599	70,599
Program materials	10,7	90 18,329	7,249	6,286	13,502	1,844	3,130	61,130	4,735	-	4,735	65,865
Transportation	29,0	14 7,787	2,354	2,921	12,433	-	-	54,539	-	-	-	54,539
Fundraising expenses	-	-	-	-	-	-	-	-	-	25,334	25,334	25,334
Office equipment												
maintenance	2,2	28 1,591	1,478	1,485	955	318	955	9,010	1,804	-	1,804	10,814
Birth certificates and fees	6,2	95	-		146			6,475				6,475
	\$ 783,8	74 \$ 639,413	\$ 584,791	\$ 410,278	\$ 383,093	\$ 349,385	\$ 204,014	\$ 3,354,848	\$ 517,583	\$ 82,547	\$ 600,130	\$ 3,954,978

# THE CAMPUS FOR HUMAN DEVELOPMENT STATEMENT OF FUNCTIONAL EXPENSES

	Program Services				Su								
		Day	Guest			Permanent		Room in		Management		_	
		Center	House	Veterans	Odyssey	Housing	Respite	the Inn	Total	and General	Fundraising	Total	Total
Salaries and related expenses	\$	416,532	\$ 224,742	\$ 254,216	\$ 201,525	\$ 53,571	\$ 150,562	\$ 151,531	\$ 1,452,679	\$ 213,080	\$ 45,662	\$ 258,742	\$ 1,711,421
Depreciation	Ψ	124,010	48,718	45,213	27,304	146,155	35,431	Ψ 131,331	426,831	8,687	Ψ 43,002	8,687	435,518
Food (including		124,010	40,710	45,215	27,304	140,133	33,431	-	420,631	8,087	-	0,007	433,316
\$253,825 in-kind)		40	129,813	73,711	49,853	83	43,268	745	297,513	2,425	_	2,425	299,938
Utilities		56,401	18,610	20,422	17,457	59,504	13,534	-	185,928	18,952	_	18,952	204,880
Professional fees		48,041	10,278	22,747	8,565	4,673	10,447	7,980	112,731	53,196	-	53,196	165,927
Rent expense in-kind		-	50,258	57,438	16,154	-	16,154	-	140,004	-	-	-	140,004
Insurance		28,460	12,588	13,140	7,994	28,365	9,901	1,888	102,336	6,363	-	6,363	108,699
Maintenance and security		20,559	8,309	9,561	5,687	24,244	6,619	718	75,697	4,557	-	4,557	80,254
Supplies (including \$48,549													
in-kind)		16,124	17,639	10,341	8,691	323	10,969	12,518	76,605	2,945	-	2,945	79,550
Laundry in-kind		6,762	28,981	15,806	10,546	-	8,855	5,796	76,746	-	-	-	76,746
Interest		21,362	8,392	9,155	4,577	25,176	6,103	-	74,765	1,527	-	1,527	76,292
Program materials		9,424	9,770	23,647	12,169	152	5,436	2,627	63,225	2,018	-	2,018	65,243
Transportation		21,759	2,090	8,932	12,782	-	4,283	90	49,936	-	-	-	49,936
Miscellaneous		66	865	114	140	25	63	8,136	9,409	12,299	8,617	20,916	30,325
Office equipment													
maintenance		2,272	1,416	6,864	1,223	325	1,407	843	14,350	1,925	-	1,925	16,275
Birth certificates and fees		8,116	9		28				8,153				8,153
	\$	779,928	\$ 572,478	\$ 571,307	\$ 384,695	\$ 342,596	\$ 323,032	\$ 192,872	\$ 3,166,908	\$ 327,974	\$ 54,279	\$ 382,253	\$ 3,549,161

# THE CAMPUS FOR HUMAN DEVELOPMENT STATEMENTS OF CASH FLOWS

# For the Years Ended June 30, 2013 and 2012

	2013	2012
Cash flows from operating activities:		
Change in net assets	\$ 342,084	\$ 451,948
Adjustments to reconcile change in net assets to		
net cash provided by operating activities:		
Depreciation	487,483	435,518
(Gain) loss on disposal of land, building and equipment	(240,581)	4,266
Grants received for long-term puposes	-	(30,000)
Contributions restricted for capital campaign	(313,382)	(371,302)
Provision for loss on uncollectible contributions	70,599	-
Change in operating assets and liabilities:		
Accounts receivable	-	4,500
Contract and grants receivable	(2,141)	28,021
Contributions receivable for operations	(74,375)	63,300
Prepaid expenses	-	67,048
Accounts payable and accrued expenses	52,746	(206,673)
Net cash provided by operating activities	322,433	446,626
Cash flows from investing activities:		
Sale of investments	-	4,947
Proceeds from the sale of land, building and equipment	240,581	295,734
Purchase of land, building and equipment	(1,829)	(707,955)
Net cash provided by (used in) investing activities	238,752	(407,274)
Cash flows from financing activities:		
Proceeds from contributions restricted for		
capital campaign	600,652	951,369
Grants received for long-term purposes	-	30,000
Payments on long-term debt	(164,279)	(204,000)
Net cash provided by financing activities	436,373	777,369
Net increase in cash and cash equivalents	997,558	816,721
Cash and cash equivalents - beginning of year	1,975,688	1,158,967
Cash and cash equivalents - end of year	\$2,973,246	\$1,975,688
Supplemental disclosures of cash flow information:		
Cash paid during the year for:		
Interest	\$ -	\$ 76,292

See accompanying notes.

#### NOTE 1 – NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

#### The Organization

The Campus for Human Development ("Campus") is a religious non-profit organization based in Nashville, Tennessee. Campus is committed to providing enhanced services to the homeless while improving the system by which these services are delivered. Campus administers a variety of programs to provide a continuum of care that is emergency and long-term, residential and educational. Following is a description of selected Campus programs. The Day Center serves homeless individuals with daytime shelter and educational opportunities throughout the year. The Guest House serves homeless substance abusers by offering shelter to individuals who are undergoing alcohol and drug addiction treatment through a partnership with United Neighborhood Health and the chronic homeless program through the Veteran's Administration. The Veterans program provides transitional housing and supportive services to homeless veterans. The Permanent Housing program provides income based housing for up to 38 homeless participants. The Odyssey program provides transitional housing and supportive services for homeless men from the general population. Respite offers homeless individuals who are medically fragile a place to recover. Room In The Inn, in partnership with more than 180 Middle Tennessee congregations, provides shelter for an average of 250 men, women, and children each evening during the winter months.

#### **Basis of Presentation**

In accordance with Financial Accounting Standards Board Accounting Standards Codification ("FASB ASC") guidance, Campus is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets. In addition, Campus is required to present a statement of cash flows. Net assets of Campus are presented as follows:

Unrestricted net assets – net assets that are not subject to donor-imposed stipulations.

<u>Temporarily restricted net assets</u> – net assets subject to donor-imposed stipulations that may or will be met, either by actions of Campus and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities as net assets released from restrictions.

<u>Permanently restricted net assets</u> – net assets subject to donor-imposed stipulations that they be maintained permanently by Campus. Generally, donors of these assets may permit Campus to use all or part of the income earned for general or specific purposes. Campus currently has no permanently restricted net assets.

# NOTE 1 – NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### **Cash and Cash Equivalents**

For purposes of the statements of cash flows, Campus considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents. The cash accounts are held primarily by financial institutions and at times may exceed amounts that are federally insured.

#### **Contributions Receivable**

Contributions are recognized when the donor makes a promise to give to Campus that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

Campus uses the allowance method to determine uncollectible unconditional promises to give. The allowance is based on prior years' experience and management's analysis of specific promises made.

#### **Land, Building and Equipment**

Campus capitalizes all expenditures for land, building and equipment in excess of \$1,000. Purchases of land, building and equipment are carried at cost. Donated property and equipment are carried at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over estimated useful lives of 5-39 years.

#### **Income Taxes**

Campus is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code, and is not a private foundation.

Campus follows FASB ASC guidance related to unrecognized tax benefits. The guidance clarifies the accounting for uncertainty in income taxes recognized in an organization's financial statements. This guidance prescribes a minimum probability threshold that a tax position must meet before a financial statement benefit is recognized. The minimum threshold is defined as a tax position that is more likely than not to be sustained upon examination by the applicable taxing authority, including resolution of any related appeals or litigation processes, based on the technical merits of the position. The tax benefit to be recognized is measured as the largest amount of benefit that is greater than fifty percent likely of being realized upon ultimate settlement. Campus has no tax penalties or interest reported in the accompanying financial statements. Tax years that remain open for examination include years ended June 30, 2010 through June 30, 2013.

# NOTE 1 – NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### **Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### **Donated Materials and Services**

Donated materials and equipment, if any, are reflected as contributions in the accompanying financial statements at their estimated values at the date of receipt.

Donated use of facilities is recorded at the estimated fair market value.

Contributions of donated services that create or enhance nonfinancial assets or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at their fair values in the period received.

Additionally, a number of non-professional volunteers donated approximately 181,000 and 167,000 hours during the years ended June 30, 2013 and 2012, respectively, to Campus' program services. However, these services do not meet the requirements above and have not been recorded.

#### **Functional Allocation of Expenses**

The costs of providing the various programs and other activities have been summarized on a functional basis in the statements of functional expenses. Accordingly, certain costs have been allocated among program and support services based on estimates by management.

#### **Subsequent Events**

Campus evaluated subsequent events through November 19, 2013, when these financial statements were available to be issued. Management is not aware of any significant events that occurred subsequent to the statement of financial position date but prior to the filing of this report that would have a material impact on the financial statements.

#### NOTE 2 – CONTRIBUTIONS RECEIVABLE

Contributions receivable are as follows at June 30:

	2013	2012
Contributions receivable	\$ 1,087,410	\$ 1,328,936
Less: Discount on contributions receivable	(55,695)	(84,326)
Allowance for doubtful accounts	(106,799)	(36,200)
Net contributions receivable	<u>\$ 924,916</u>	\$ 1,208,410

The discount rates used to determine the present value of contributions receivable ranged from 1.41% to 3.53% and 1.67% to 3.53% at June 30, 2013 and 2012, respectively.

Contributions receivable are scheduled to be received as follows at June 30:

	2013	2012
Receivable in less than one year, net	\$ 290,610	\$ 612,653
Receivable in one to five years, net	604,843	592,853
Receivable in more than five years, net	29,463	2,904
	<u>\$ 924,916</u>	\$ 1,208,410

A provision for loss on uncollectible contributions of \$70,599 has been recorded in the accompanying statement of activities for the year ended June 30, 2013, based on management's evaluation of uncollectible promises to give at June 30, 2013. During the year ended June 30, 2012, outstanding contributions receivable totaling \$75,401 were written off against the allowance for doubtful accounts.

#### NOTE 3 – LAND, BUILDING AND EQUIPMENT

Land, building and equipment is summarized as follows at June 30:

	<b>2013</b>	2012
Real estate	\$ 709,072	\$ 709,072
Buildings	9,764,334	9,764,334
Leasehold improvements – Eighth Avenue South	3,571,181	3,569,180
Furniture and laundry equipment	588,962	588,962
Automobiles	57,450	57,450
Office equipment	511,496	511,496
	15,202,495	15,200,494
Less: accumulated depreciation	(2,298,891)	(1,811,236)
	\$ 12,903,604	\$ 13,389,258

#### **NOTE 3 – LAND, BUILDING AND EQUIPMENT (Continued)**

There are restrictions on certain property owned by Campus. The real estate restrictions by the Department of Housing and Urban Development ("HUD") require Campus to operate the transitional housing facilities for a period of ten years from the initial occupancy. Additionally, Metropolitan Development and Housing Agency ("MDHA") grant funds have placed restrictions on leasehold improvements and office equipment that require Campus to use the assets for the benefit of homeless individuals.

During the year ended June 30, 2013, Campus received a court awarded settlement totaling \$240,581, net of legal fees, related to the sale of donated property which was condemned by the State of Tennessee during 2012. This amount has been recorded as other revenue in the accompanying statement of activities.

#### **NOTE 4 – NOTES PAYABLE**

During July 2009, Campus secured financing in the amount of \$3,800,000 related to the construction of the new building. The financing agreement is secured by a deed of trust and required monthly principal and interest payments of \$28,814. Interest was calculated at the banks' prime rate plus 25 basis points (minimum ranging from 4.625% - 4.825%). The term note was scheduled to mature on June 30, 2014 and was amortized over a 20-year period. In January 2011, the agreement was amended to allow Campus to refinance \$1,000,000 of the existing outstanding balance. The amended portion required monthly principal payments of \$5,556. Interest is calculated at the bank's prime rate less 400 basis points provided the rate does not fall below 0.00%. The amendment matures January 2026.

In December 2011, the note was further amended to refinance the remaining outstanding balance of \$2,129,713. The amendment requires monthly principal payments totaling \$8,874 and matures in November 2031. Interest is calculated at the bank's prime rate less 400 basis points provided the rate does not fall below 0.00%.

Amounts outstanding under the amended notes totaled \$2,808,873 and \$2,973,152 at June 30, 2013 and 2012, respectively. Future principal payments on the notes are as follows at June 30, 2013:

Year Ending		
June 30,		
2014	\$ 173,153	ļ
2015	173,153	j
2016	173,153	j
2017	173,153	j
2018	173,153	j
Thereafter	1,943,108	)
	\$ 2,808,873	,

#### NOTE 5 – TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets are available for the following purposes or periods at June 30:

	2013	2012
Unconditional promises to give due in future periods	\$ 924,916	\$ 1,208,410

#### NOTE 6 – DONATED MATERIALS AND SERVICES

Campus received in-kind contributions as follows during the years ended June 30:

	2013	2012
Food	\$ 367,485	\$ 253,825
Rental facilities	140,004	140,004
Other	108,149	48,549
Laundry services	81,560	<u>76,746</u>
	<u>\$ 697,198</u>	\$ 519,124

The property located at Eighth Avenue South is leased on a long-term basis from MDHA. The payment of monthly rent is currently suspended and Campus recorded in-kind rent of \$89,479 for 2013 and 2012, respectively. The lease requires the property to be used for programs to help the homeless and the Guest House operations. The property at 625 Benton Avenue is used by Campus programs. This property is provided to Campus by MDHA, and requires the property to be used to assist the homeless. The payment of monthly rent is suspended and Campus recorded in-kind rent of \$36,000 for 2013 and 2012, respectively. The property located on Fifteenth Avenue is used by Campus programs. The property is provided to Campus by Belmont University and requires the property to be used for transitional housing. The payment of monthly rent is suspended and Campus recorded in-kind rent of \$14,525 for 2013 and 2012, respectively.

In-kind food represents donations of food to Campus and meals provided to individuals participating in Campus' various programs.

#### **NOTE 7 – CONCENTRATIONS**

Campus receives a significant amount of its support from contracts and grants from government agencies. Campus also receives a significant amount of financial and other support from religious organizations. A major reduction of support from these organizations, should this occur, could have a material effect on the financial position of Campus.

In addition, cash and cash equivalent balances are held primarily by financial institutions and at times may exceed federally insured limits.

### NOTE 8 – EMPLOYEE RETIREMENT PLAN

Campus adopted a defined contribution plan effective January 1, 1997. The Plan covers all employees who are at least 21 years of age and have completed 90 days of service. Campus does not match employee contributions to the defined contribution plan.