

**CHRISTIAN WOMEN'S JOB CORPS OF  
MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITORS' REPORT  
YEARS ENDED DECEMBER 31, 2016 AND 2015**

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YEARS ENDED DECEMBER 31, 2016 AND 2015**

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# BLANKENSHIP CPA GROUP, PLLC

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

## INDEPENDENT AUDITORS' REPORT

To the Board of Directors

Christian Women's Job Corps of Middle Tennessee (D/B/A Begin Anew of Middle Tennessee)

### Report on the Financial Statements

We have audited the accompanying financial statements of Christian Women's Job Corps of Middle Tennessee (D/B/A Begin Anew of Middle Tennessee, a Tennessee not-for-profit corporation, the "Organization"), which comprise the statements of financial position as of December 31, 2016 and 2015, and the related statements of activities and changes in net assets, 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.

### Auditors' 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 auditors' 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 Organization's preparation and fair presentation 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 Organization'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 Christian Women's Job Corps of Middle Tennessee (D/B/A Begin Anew of Middle Tennessee) as of December 31, 2016 and 2015, 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.

*Blankenship CPA Group, PLLC*

May 31, 2017

**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
STATEMENTS OF FINANCIAL POSITION  
DECEMBER 31, 2016 AND 2015**

	2016	2015
<b>ASSETS</b>		
Cash	\$ 506,578	\$ 477,161
Contributions receivable	160,143	44,777
Investments	187,860	180,760
Other assets	5,035	4,085
Furniture and equipment, net	<u>26,458</u>	<u>16,183</u>
 TOTAL ASSETS	 <u><u>\$ 886,074</u></u>	 <u><u>\$ 722,966</u></u>
 <b>LIABILITIES AND NET ASSETS</b>		
<b>LIABILITIES</b>		
Accounts payable and accrued expenses	\$ 5,585	\$ 14,408
Deferred special event revenue	<u>67,150</u>	<u>65,927</u>
 Total Liabilities	 <u>72,735</u>	 <u>80,335</u>
 <b>NET ASSETS</b>		
Unrestricted		
Undesignated	332,287	405,121
Designated - endowment	<u>186,860</u>	<u>179,760</u>
Total Unrestricted	519,147	584,881
 Temporarily restricted	 293,192	 56,750
Permanently restricted - endowment	<u>1,000</u>	<u>1,000</u>
 Total Net Assets	 <u>813,339</u>	 <u>642,631</u>
 TOTAL LIABILITIES AND NET ASSETS	 <u><u>\$ 886,074</u></u>	 <u><u>\$ 722,966</u></u>

The accompanying notes are an integral part of these financial statements.

**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS  
YEARS ENDED DECEMBER 31, 2016 AND 2015**

	2016	2015
<b>Changes in Unrestricted Net Assets</b>		
Revenues		
Contributions and grants	\$ 283,746	\$ 251,099
Special event (net of direct benefits to donors of \$18,113 and \$18,444 for 2016 and 2015, respectively)	213,487	248,442
Investment and interest income	<u>7,909</u>	<u>3,222</u>
Total Unrestricted Revenues	505,142	502,763
Net assets released from restrictions	<u>142,985</u>	<u>162,545</u>
Total Unrestricted Revenues and Reclassifications	<u>648,127</u>	<u>665,308</u>
Functional Expenses		
Program services	<u>516,521</u>	<u>460,730</u>
Supporting services:		
Management and general	<u>104,515</u>	<u>80,892</u>
Fundraising	<u>79,717</u>	<u>46,555</u>
Special event direct costs	<u>12,931</u>	<u>8,945</u>
	<u>92,648</u>	<u>55,500</u>
Total Unrestricted Functional Expenses	<u>713,684</u>	<u>597,122</u>
(Decrease) increase in unrestricted net assets	<u>(65,557)</u>	<u>68,186</u>
<b>Changes in Temporarily Restricted Net Assets</b>		
Restricted contributions	379,250	140,000
Net assets released from restrictions	<u>(142,985)</u>	<u>(162,545)</u>
Increase (decrease) in temporarily restricted net assets	<u>236,265</u>	<u>(22,545)</u>
INCREASE IN NET ASSETS	170,708	45,641
NET ASSETS, BEGINNING OF THE YEAR	<u>642,631</u>	<u>596,990</u>
NET ASSETS, END OF THE YEAR	<u><u>\$ 813,339</u></u>	<u><u>\$ 642,631</u></u>

The accompanying notes are an integral part of these financial statements.

**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
STATEMENT OF FUNCTIONAL EXPENSES  
YEAR ENDED DECEMBER 31, 2016**

		<b>Supporting Services</b>		
	<b>Program Services</b>	<b>Management and General</b>	<b>Fund- raising</b>	<b>Total</b>
Salaries and benefits	\$ 342,852	\$ 33,521	\$ 63,419	\$ 439,792
Facilities rent and utilities	85,844	2,200	5,280	93,324
Professional fees	-	30,734	-	30,734
Marketing and promotion	11,316	13,979	1,280	26,575
Network and computer administration	8,992	8,460	3,471	20,923
GED/literacy materials	19,994	-	-	19,994
Travel	7,293	1,742	708	9,743
Office supplies, software and equipment	6,855	1,557	41	8,453
Depreciation	7,465	415	415	8,295
Telephone	6,148	997	693	7,838
Printing	497	1,013	3,996	5,506
Administration	1,142	3,573	80	4,795
Insurance	1,883	2,685	-	4,568
WMU scholarship	4,200	-	-	4,200
Volunteer recognition	1,676	2,042	73	3,791
Program supplies	3,694	-	-	3,694
Student needs	3,590	-	-	3,590
Staff development	1,306	1,187	57	2,550
Postage	1,774	410	204	2,388
	<u>516,521</u>	<u>104,515</u>	<u>79,717</u>	<u>700,753</u>
Total expenses before special event direct costs				
	<u>516,521</u>	<u>104,515</u>	<u>79,717</u>	<u>700,753</u>
Special event direct costs	-	-	23,544	23,544
Donated items - special event	-	-	7,500	7,500
Less direct benefits to donors	-	-	(18,113)	(18,113)
	<u>-</u>	<u>-</u>	<u>12,931</u>	<u>12,931</u>
Total special event direct costs				
	<u>-</u>	<u>-</u>	<u>12,931</u>	<u>12,931</u>
Total expenses	<u>\$ 516,521</u>	<u>\$ 104,515</u>	<u>\$ 92,648</u>	<u>\$ 713,684</u>

The accompanying notes are an integral part of these financial statements.

**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
STATEMENT OF FUNCTIONAL EXPENSES  
YEAR ENDED DECEMBER 31, 2015**

		<b>Supporting Services</b>		
	<b>Program Services</b>	<b>Management and General</b>	<b>Fund- raising</b>	<b>Total</b>
Salaries and benefits	\$ 306,240	\$ 28,401	\$ 39,323	\$ 373,964
Facilities rent and utilities	87,720	2,114	473	90,307
Professional fees	-	29,767	-	29,767
Marketing and promotion	3,050	3,420	83	6,553
Network and computer administration	6,344	2,741	3,031	12,116
GED/literacy materials	21,511	-	-	21,511
Travel	6,537	796	936	8,269
Office supplies, software and equipment	3,262	1,782	415	5,459
Depreciation	1,756	1,216	-	2,972
Telephone	5,468	697	618	6,783
Printing	1,702	488	908	3,098
Administration	1,950	3,708	403	6,061
Insurance	2,000	2,160	-	4,160
WMU scholarship	2,000	-	-	2,000
Volunteer recognition	2,970	544	-	3,514
Program supplies	4,038	-	-	4,038
Student needs	590	-	-	590
Staff development	2,754	2,827	75	5,656
Postage	838	231	290	1,359
	<u>460,730</u>	<u>80,892</u>	<u>46,555</u>	<u>588,177</u>
Total expenses before special event direct costs				
	<u>460,730</u>	<u>80,892</u>	<u>46,555</u>	<u>588,177</u>
Special event direct costs	-	-	20,149	20,149
Donated items - special event	-	-	7,240	7,240
Less direct benefits to donors	-	-	(18,444)	(18,444)
	<u>-</u>	<u>-</u>	<u>8,945</u>	<u>8,945</u>
Total special event direct costs				
	<u>-</u>	<u>-</u>	<u>8,945</u>	<u>8,945</u>
Total expenses	<u>\$ 460,730</u>	<u>\$ 80,892</u>	<u>\$ 55,500</u>	<u>\$ 597,122</u>

The accompanying notes are an integral part of these financial statements.

**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
STATEMENTS OF CASH FLOWS  
YEARS ENDED DECEMBER 31, 2016 AND 2015**

	<b>2016</b>	<b>2015</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Increase in net assets	\$ 170,708	\$ 45,641
Adjustments to reconcile increase in net assets to net cash provided by operating activities		
Depreciation	8,295	2,972
Unrealized (gain) loss on investments	(1,714)	3,851
Change in operating assets		
Contributions receivable	(115,366)	2,735
Other assets	(950)	(422)
Change in operating liabilities		
Accounts payable and accrued expenses	(8,823)	(4,714)
Deferred special event revenue	<u>1,223</u>	<u>(32,135)</u>
Net Cash Provided by Operating Activities	<u>53,373</u>	<u>17,928</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchase of investments	(5,386)	(54,308)
Purchase of furniture and equipment	<u>(18,570)</u>	<u>(16,115)</u>
Net Cash Used by Investing Activities	<u>(23,956)</u>	<u>(70,423)</u>
Net Increase (Decrease) in Cash	29,417	(52,495)
CASH, BEGINNING OF THE YEAR	<u>477,161</u>	<u>529,656</u>
CASH, END OF THE YEAR	<u><u>\$ 506,578</u></u>	<u><u>\$ 477,161</u></u>

The accompanying notes are an integral part of these financial statements.



**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2016 AND 2015**

**NOTE 1 - ORGANIZATION AND NATURE OF ACTIVITIES**

Established in 1997, Christian Women's Job Corps of Middle Tennessee (D/B/A Begin Anew of Middle Tennessee, the "Organization") is a poverty reduction program, which implements the best practices for reducing the effect of poverty on individuals and on our community, by creating positive outcomes through a faith based educational program and a life changing community. The mission is to empower individuals to overcome the obstacles caused by poverty by providing education, mentoring and resources.

Education, training and mentoring is provided to low income working women and men seeking basic skills necessary for employment and a self-sufficient life. At no cost to the student, the holistic program provides an individual the support and knowledge to change their circumstances and their lives. As they obtain the education, skills and support to overcome the obstacles in their lives, they will begin "A Journey to A Brighter Future".

Four program tracks are available to students: General Education Development (GED), Computer and Job Skills, English as a Second Language (ESL), and Literacy. Additional services are provided to each student to assist in overcoming obstacles that might prevent them from reaching their education, employment or personal goal. These services include a mentor, a job coach, and child care for their children while they attend classes, and a case manager to assist with crisis which might arise in their lives. The goal for these "wrap around services" is to help students to obtain self-sufficiency through obtaining employment, job training, education, housing, transportation, childcare and medical care.

The Organization offers this holistic Poverty Reduction Adult Education Program at six satellite locations in Davidson and Williamson Counties. The demographics of our students are as follows: 24% African American, 20% Caucasian, 46% Hispanic, 1% Asian, and 9% other nationality. Approximately 74% of the students are women and 26% of the students are men. Students range in age from 18-56 with the majority between 25 and 35. In January 2017, a new site was launched in the Woodbine Community of Davidson County increasing the number of sites to seven.

Central to the Organization's mission and ability to provide programs are volunteers who come alongside each student as a teacher, tutor, mentor, and childcare provider. Our volunteers are highly trained, supervised by Program Directors and are as committed to their volunteer assignment as they would be if they were a staff member. Mentors meet weekly with their assigned student. There are over 255 volunteers with 2/3 serving once or twice per week for 2 to 4 hours as teachers and tutors in adult classes or as childcare providers. It is in this nurturing environment that students are facing the challenges of life, setting personal and educational goals for themselves and their children and succeeding in reaching them.

**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEARS ENDED DECEMBER 31, 2016 AND 2015**

**NOTE 1 - ORGANIZATION AND NATURE OF ACTIVITIES (CONTINUED)**

The Organization is primarily supported by donations from churches, individuals, corporations and special fundraising events.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Basis of Presentation

The accompanying financial statements are prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

Reclassifications

Certain reclassifications have been made to the 2015 financial statement to better reflect the temporarily restricted net assets. Total net assets are unchanged due to these reclassifications.

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, liabilities and changes therein and the disclosures of commitments and contingencies. Actual results could differ from those estimates.

Contributions

Contributions are recognized when the donor makes an unconditional promise to give to the Organization. The Organization uses the allowance method to determine uncollectible unconditional contributions receivable. The allowance is based on prior years' experience and management's analysis of specific promises made. The Organization does not record conditional pledges until conditions have been met.

Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire during the 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.

Cash

Cash consists of checking and money market deposits in financial institutions.

**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEARS ENDED DECEMBER 31, 2016 AND 2015**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

Investments

Investments are composed of certificates of deposit, equity securities, and mutual funds and are valued at quoted fair market price.

Furniture and Equipment and Depreciation

The Organization follows the practice of capitalizing, at cost, all expenditures for furniture and equipment in excess of \$1,000. Donations of furniture and equipment are recorded as revenues at their estimated fair value. Such donations are reported as unrestricted revenues unless the donor has restricted the donated asset to a specific purpose. When depreciable assets are disposed of, the cost and related accumulated depreciation are removed from the accounts, and any gain (except on trade-in) or loss is included in the statements of activities and changes in net assets for the period. A gain on trade-in is applied to reduce the cost of the new acquisition. Depreciation is provided over the estimated useful life of three years and is computed on the straight-line method.

Deferred Special Event Revenue

Deferred special event revenue represents proceeds received in advance, net of related prepaid expenses, for the Organization's annual fundraiser which are not considered earned by the Organization (or expenses incurred) until after the event has been held.

Income Taxes

The Organization is exempt from federal and state income taxes under Internal Revenue Code Section 501 (c) (3) and the tax laws of the state of Tennessee.

Accounting principles generally accepted in the United States of America require the Organization to evaluate tax positions taken by the Organization and recognize a tax liability (or asset) if the Organization has taken an uncertain position that more likely than not would not be sustained upon examination by the IRS. The management has analyzed the tax positions taken by the Organization and has concluded that as of December 31, 2016, no uncertain positions are taken or are expected to be taken that would require recognition of a liability (or asset) or disclosure in the financial statements. The Organization is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. The Organization is no longer subject to U.S. federal income tax examinations by tax authorities for years before 2013.

**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEARS ENDED DECEMBER 31, 2016 AND 2015**

**NOTE 3 - CONTRIBUTIONS RECEIVABLE**

Contributions receivable are considered current since they are expected to be collected within one year. No allowance for uncollectible receivables was deemed necessary as of December 31, 2016 and 2015.

The Organization's policy is to not record conditional pledges until conditions have been met. The Organization has \$104,000 of conditional pledges as of December 31, 2016 which will be recorded in the financial statements once the conditions have been met.

**NOTE 4 - INVESTMENTS**

The Organization's investments consist of the following at December 31:

	<b>2016</b>	<b>2015</b>
Held with Tennessee Baptist Foundation		
Cash funds	\$ 3,527	\$ 615
Preferred stock	30,618	35,728
Mutual funds	<u>121,650</u>	<u>113,003</u>
	<u>155,795</u>	<u>149,346</u>
Held with a Broker		
Cash funds	1,690	1,712
Fixed income funds	20,805	20,542
Mutual funds	<u>9,570</u>	<u>9,160</u>
	<u>32,065</u>	<u>31,414</u>
Total investments	<u>\$ 187,860</u>	<u>\$ 180,760</u>

The investments held by the Tennessee Baptist Foundation are for the establishment of a general, operational endowment. Total investment income on these investments was \$6,449 and \$2,025 for 2016 and 2015, respectively. This investment income includes realized and unrealized gains (losses) of \$884 and (\$3,611) for 2016 and 2015, respectively. See Note 6 for information regarding this endowment.

The investments held with a Broker are for a scholarship endowment. Total investment income (loss) on these investments was \$650 and (\$205) for 2016 and 2015, respectively. This investment income includes realized and unrealized gains (losses) of \$830 and (\$240) for 2016 and 2015, respectively. See Note 6 for information regarding this endowment.

**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEARS ENDED DECEMBER 31, 2016 AND 2015**

**NOTE 4 - INVESTMENTS (CONTINUED)**

Accounting principles generally accepted in the United States of America require the Organization to disclose the basis for considering market participant assumptions in fair value measurements. Fair value accounting standards establish a fair value hierarchy that distinguishes between market participant assumptions based on market data obtained from sources independent of the reporting entity including quoted market prices in active markets for identical assets (Level 1), or significant other observable inputs (Level 2) and the reporting entity's own assumptions about market participant assumptions (Level 3). All of the Organization's investments are valued using level 1 inputs.

**NOTE 5 - FURNITURE AND EQUIPMENT**

Furniture and equipment consist of the following at December 31:

	<b>2016</b>	<b>2015</b>
Equipment - computers	\$ 58,841	\$ 44,587
Software	26,524	28,799
Equipment - office	<u>1,049</u>	<u>-</u>
	86,414	73,386
 Accumulated depreciation	 <u>(59,956)</u>	 <u>(57,203)</u>
	<u><b>\$ 26,458</b></u>	<u><b>\$ 16,183</b></u>

Depreciation expense was \$8,295 and \$2,972 for the years ended December 31, 2016 and 2015, respectively.

**NOTE 6 - NET ASSET RESTRICTIONS AND DESIGNATIONS**

The temporarily restricted net assets at year-end consist of contributions made for specific projects or programs. These net assets will be released from restrictions when the funds are used for the purpose designated by the donor.

Unrestricted net assets are available for various programs and administration of the Organization. Within unrestricted net assets, the Organization has designated funds for two endowments, one of which also has a permanently restricted component.

**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEARS ENDED DECEMBER 31, 2016 AND 2015**

**NOTE 6 - NET ASSET RESTRICTIONS AND DESIGNATIONS (CONTINUED)**

The balance in endowments is as follows as of December 31:

	<b>2016</b>	<b>2015</b>
General, Operational Endowment		
Unrestricted – designated	\$ 154,795	\$ 148,346
Permanently restricted	<u>1,000</u>	<u>1,000</u>
	155,795	149,346
 Scholarship Endowment		
Unrestricted – designated	<u>32,065</u>	<u>31,414</u>
	<u>\$ 187,860</u>	<u>\$ 180,760</u>

The general, operational endowment consists of a permanently restricted contribution and funds designated by the Organization's board of directors. No contributions were made during 2016. During 2015, the Organization made contributions to the unrestricted – designated portion of the endowment of \$16,718. Currently, the earnings on the invested funds are being added to the designated portion of the endowment fund. The funds are held with the Tennessee Baptist Foundation as described in Note 4.

The scholarship endowment (known as the Dawn Ferguson Scholarship) was funded during 2015 with memorial contributions totaling \$31,619 that were designated by the board of directors to honor a longtime volunteer. The Organization plans to use the endowment to assist applicants with attending accredited educational institutions or to fund the Organization's classroom activities. There were no contributions made to this fund during 2016. During 2016 and 2015, no scholarships were granted and no funds were transferred to fund classroom activities. The funds are held with a broker as described in Note 4.

**NOTE 7 - LEASING ARRANGEMENTS**

The Organization leases space for its administrative offices from the Nashville Baptist Association ("NBA" – see Note 9). This year-to-year lease does not require a specific rent; however, the Organization pays \$600 per month to share in covering the cost of utilities. The Organization also reimburses the NBA for any office related expenses such as copier use and postage. Additional in-kind contributions have been included in the financial statements for this lease.

The Organization also has leases with six (five in 2015) churches that provide office and/or classroom space for programming. All of these leases are rent-free or at below market rates. Accordingly, the value of these leases have been included in the in-kind contributions described in Note 8.

**CHRISTIAN WOMEN'S JOB CORPS OF MIDDLE TENNESSEE  
(D/B/A BEGIN ANEW OF MIDDLE TENNESSEE)  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
YEARS ENDED DECEMBER 31, 2016 AND 2015**

**NOTE 8 - DONATED SERVICES AND MATERIALS**

The following donated services and materials have been included in unrestricted revenues and expenses/assets in the financial statements for the years ended December 31:

	<b>2016</b>	<b>2015</b>
Included in contributions/expenses:		
Rent	\$ 75,144	\$ 79,420
Teaching and instruction	7,982	6,890
Network and computer administration	2,332	2,332
Marketing	2,252	2,252
Automobiles	3,500	500
Photographer	176	176
Car repairs	90	90
 Included in Special event revenues and Special event direct costs	 <u>7,500</u>	 <u>7,240</u>
	 <u><u>\$ 98,976</u></u>	 <u><u>\$ 98,900</u></u>

Various program help for the Organization including mentoring, teaching, tutoring, child care, job coaching, fundraising, and board service was provided by volunteers of the surrounding communities. Those donated services have not been reflected in the accompanying financial statements because they did not meet the criteria for recognition.

**NOTE 9 - RELATED PARTY TRANSACTION**

As more fully described in Note 7, the Organization leases space from the NBA whose executive director is a family member of one of the Organization's management team personnel. A total of \$7,200 was paid to NBA in both 2016 and 2015. Also, during both 2016 and 2015, the Organization received contributions from NBA totaling \$1,000.

**NOTE 10 - EVALUATION OF SUBSEQUENT EVENTS**

The Organization has evaluated subsequent events through May 31, 2017 which is the date the financial statements were available to be issued.