FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT

**JUNE 30, 2008 AND 2007** 

# PROJECT FOR NEIGHBOORHOOD AFTERCARE, INC. Financial Statements

# **JUNE 30, 2008 AND 2007**

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### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Project for Neighborhood Aftercare, Inc.

Thomason Financia Resources

We have audited the accompanying statements of financial position of Project for Neighborhood Aftercare, Inc. as of June 30, 2008 and 2007, and the related statements of activities, functional expenses, and cash flows for the years then ended. These financial statements are the responsibility of the Organization's management. 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 includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Project for Neighborhood Aftercare, Inc. as of June 30, 2008 and 2007, and the changes in its net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States.

October 22, 2008

# PROJECT FOR NEIGHBORHOOD AFTERCARE, INC. STATEMENTS OF FINANCIAL POSITION JUNE 30, 2008 AND 2007

#### **ASSETS**

| ASSETS                           |  |             |
|----------------------------------|--|-------------|
|                                  | <u>2008</u>  | <u>2007</u> |
| Current Assets                   |  |             |
| Cash                             | \$ 121,116   | \$ 51,327   |
| Grants receivable                | 52,266   | 61,870      |
| Other receivables                |  | 20,986      |
| Prepaid expenses                 | 2,098  | 6,545       |
| Total current assets             | \$ 175,480   | \$ 140,728  |
| Property and Equipment           |  |             |
| Office furniture and equipment   | 7,258  | 4,604       |
| Computer equipment               | 35,954   | 33,018      |
|                                  | 43,212   | 37,622      |
| Less: accumulated depreciation   | (21,088)   | (28,149)    |
| Total property and equipment     | 22,124   | 9,473       |
| Other Assets                     |  |             |
| Deposits                         | 1,175  | 1,175       |
|                                  | RAMADOMAN AND AND AND AND AND AND AND AND AND A  |             |
| Total assets                     | \$ 198,779   | \$ 151,376  |
| LIABILITIES AND NET ASSETS       |  |             |
| Current Liabilities              |  |             |
| Accounts payable                 | \$ 849   | \$ 2,424    |
| Accrued liabilities              | 5,547  | 6,212       |
| Deferred Revenue                 | 23,210   | - 1         |
| Total Current Liabilities        | 29,606   | 8,636       |
| Net Assets                       |  |             |
| Unrestricted                     | 169,173  | 142,740     |
| Total liabilities and net assets | \$ 198,779   | \$ 151,376  |
|                                  | Marie Charmon in Contract and C |             |

# PROJECT FOR NEIGHBORHOOD AFTERCARE, INC. STATEMENTS OF ACTIVITIES

|                                 | 2008<br><u>Unrestricted</u> | 2007<br><u>Unrestricted</u> |  |  |
|---------------------------------|-----------------------------|-----------------------------|--|--|
| Revenue                         |                             |                             |  |  |
| Grant income                    | \$ 704,006                  | \$ 706,407                  |  |  |
| Contributions                   | 80,400                      | 86,314                      |  |  |
| Registration fees               | 69,770                      | 62,417                      |  |  |
| Interest income                 | 1,309                       | 3,215                       |  |  |
| Miscellaneous income            |                             | _                           |  |  |
| Total Revenue                   | 855,485                     | 858,353                     |  |  |
| Expenses                        |                             |                             |  |  |
| Program services                | 723,488                     | 807,662                     |  |  |
| Management and general          | 81,545                      | 77,651                      |  |  |
| Fundraising                     | 24,019                      | 21,223                      |  |  |
| Total expenses                  | 829,052                     | 906,536                     |  |  |
|                                 | 22.422                      | (10.100)                    |  |  |
| Change in net assets            | 26,433                      | (48, 183)                   |  |  |
| Net assets at beginning of year | 142,740                     | 190,923                     |  |  |
| Net assets at end of year       | <u>\$ 169,173</u>           | \$ 142,740                  |  |  |

# PROJECT FOR NEIGHBORHOOD AFTERCARE, INC. STATEMENT OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED JUNE 30, 2008

|                           |    | Program<br><u>Services</u> |    | inagement<br>d General | Fo | undraising |    | Total<br>Expenses |
|---------------------------|----|----------------------------|----|------------------------|----|------------|----|-------------------|
| Payroll                   | \$ | 503,062                    | \$ | 46,669                 | \$ | 14,627     | \$ | 564,358           |
| Payroll taxes             | ,  | 38,443                     | ,  | 4,050                  | •  | 639        | •  | 43,132            |
| Retirement plan           |    | 1,685                      |    | 1,872                  |    | 187        |    | 3,744             |
| Health insurance          |    | 4,092                      |    | 4,547                  |    | 454        |    | 9,093             |
| Total compensation        |    | 547,282                    |    | 57,138                 |    | 15,907     |    | 620,327           |
| Marketing                 |    | 763                        |    |                        |    |            |    | 763               |
| Bank charges              |    | 126                        |    | 747                    |    | ***        |    | 873               |
| Depreciation              |    | 3,336                      |    | 2,309                  |    | 770        |    | 6,415             |
| Dues and subscriptions    |    | 201                        |    | 639                    |    | 125        |    | 965               |
| Employee screening        |    | 336                        |    | -                      |    | • 600 47   |    | 336               |
| Equipment                 |    | 130                        |    |                        |    | ato.       |    | 130               |
| Field trips               |    | 8,355                      |    | _                      |    | ***        |    | 8,355             |
| Food - Program            |    | 76,285                     |    |                        |    | _          |    | 76,285            |
| Incentive/awards          |    | 3,649                      |    | **                     |    | •••        |    | 3,649             |
| Insurance                 |    | 22,777                     |    | 462                    |    | 231        |    | 23,470            |
| Licenses and permits      |    | ,<br>                      |    | 430                    |    | _          |    | 430               |
| Miscellaneous             |    | wa-                        |    | 610                    |    |            |    | 610               |
| Disposal of assets        |    | -                          |    | 787                    |    |            |    | 787               |
| Office supplies           |    | 327                        |    | 3,432                  |    | 67         |    | 3,826             |
| Printing and reproduction |    | 5,145                      |    | 834                    |    |            |    | 5,979             |
| Professional fees         |    |                            |    | 3,250                  |    | 3,250      |    | 6,500             |
| Program supplies          |    | 15,908                     |    | ***                    |    | -          |    | 15,908            |
| Rent                      |    | 6,962                      |    | 3,241                  |    | 1,801      |    | 12,004            |
| Occupancy                 |    | 938                        |    | 437                    |    | 243        |    | 1,618             |
| Bus lease                 |    | 11,422                     |    | ~                      |    | wa         |    | 11,422            |
| Special events            |    | 2,832                      |    | ***                    |    | -          |    | 2,832             |
| Staff training            |    | 1,445                      |    | 2,858                  |    | 60         |    | 4,363             |
| Storage                   |    | 357                        |    | 357                    |    | -          |    | 714               |
| Telephone                 |    | 11,846                     |    | 2,556                  |    | 1,420      |    | 15,822            |
| Meals and entertainment   |    | 366                        |    | 561                    |    | ***        |    | 927               |
| Travel and entertainment  |    | 2,700                      |    | 897                    |    | 145        |    | 3,742             |
| Total expenses            | \$ | 723,488                    | \$ | 81,545                 | \$ | 24,019     | \$ | 829,052           |

# PROJECT FOR NEIGHBORHOOD AFTERCARE, INC. STATEMENT OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED JUNE 30, 2007

|                           |                | Program<br><u>Services</u> |                   | anagement<br>nd General | <u>F</u> | undraising | į  | Total<br>Expenses |
|---------------------------|----------------|----------------------------|-------------------|-------------------------|----------|------------|----|-------------------|
| Payroll                   | \$             | 550,051                    | \$                | 35,161                  | \$       | 11,346     | \$ | 596,558           |
| Payroll taxes             |                | 41,830                     |                   | 2,690                   | ·        | 868        |    | 45,388            |
| Retirement plan           |                | 1,742                      |                   | 1,075                   |          | 205        |    | 3,022             |
| Health insurance          |                | 5,459                      |                   | 3,172                   |          | 1,212      |    | 9,843             |
| Total compensation        | Purposessional | 599,082                    | ***************** | 42,098                  |          | 13,631     |    | 654,811           |
| Marketing                 |                | 305                        |                   | 97                      |          | 373        |    | 775               |
| Bank charges              |                | 13                         |                   | 787                     |          | 100        |    | 800               |
| Depreciation              |                | 3,186                      |                   | 2,206                   |          | 735        |    | 6,127             |
| Dues and subscriptions    |                | 1,011                      |                   | 592                     |          | _          |    | 1,603             |
| Employee screening        |                | 508                        |                   | •                       |          |            |    | 508               |
| Equipment                 |                | 940                        |                   | 239                     |          | **         |    | 1,179             |
| Field trips               |                | 4,400                      |                   | WW                      |          |            |    | 4,400             |
| Food - Program            |                | 86,898                     |                   | _                       |          | _          |    | 86,898            |
| Unrecoverable expense     |                | -                          |                   | 16,791                  |          | Build      |    | 16,791            |
| Incentive/awards          |                | 12,831                     |                   | -                       |          | _          |    | 12,831            |
| Insurance                 |                | 23,946                     |                   | 470                     |          | 235        |    | 24,651            |
| Licenses and permits      |                | 600                        |                   | 38                      |          | -          |    | 38                |
| Miscellaneous             |                | 112                        |                   | 554                     |          | -          |    | 666               |
| Office supplies           |                | 2,271                      |                   | 1,040                   |          | 578        |    | 3,889             |
| Penalties and interest    |                |                            |                   | 2,850                   |          | 140        |    | 2,850             |
| Printing and reproduction |                | 1,778                      |                   | 112                     |          | 131        |    | 2,021             |
| Professional fees         |                | •••                        |                   | 2,125                   |          | 2,125      |    | 4,250             |
| Program supplies          |                | 20,620                     |                   | 400                     |          | फ्ल        |    | 20,620            |
| Rent                      |                | 6,612                      |                   | 3,078                   |          | 1,710      |    | 11,400            |
| Occupancy                 |                | 1,009                      |                   | 470                     |          | 261        |    | 1,740             |
| Bus lease                 |                | 17,100                     |                   |                         |          | -          |    | 17,100            |
| Special events            |                | 3,180                      |                   | -                       |          | <u></u>    |    | 3,180             |
| Staff training            |                | 4,279                      |                   | 70                      |          | 95         |    | 4,444             |
| Storage                   |                | 354                        |                   | 354                     |          | -          |    | 708               |
| Community service         |                | 848                        |                   | nier                    |          | -          |    | 848               |
| Telephone                 |                | 12,837                     |                   | 2,265                   |          | 1,131      |    | 16,233            |
| Meals and entertainment   |                | -                          |                   | 538                     |          | -          |    | 538               |
| Travel and entertainment  | Bostanovirus   | 3,542                      |                   | 877                     |          | 218        |    | 4,637             |
| Total expenses            | \$             | 807,662                    | \$                | 77,651                  | \$       | 21,223     | \$ | 906,536           |

#### PROJECT FOR NEIGHBORHOOD AFTERCARE, INC. STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED JUNE 30, 2008 AND 2007

| Cash Flows From Operating Activities:                  | 2008       | 2007        |
|--|------------|-------------|
| Change in net assets                                   | \$ 26,433  | \$ (48,183) |
| Adjustments to reconcile increase in net assets to     |            |             |
| net cash provided by operating activities:             |            |             |
| Depreciation   | 6,415      | 6,127       |
| Loss on disposal of fixed assets                       | 787        | s/e         |
| Changes in operating assets and liabilities:           |            |             |
| Grants receivable                                      | 9,604      | (13,371)    |
| Other receivables                                      | 20,986     | (20,986)    |
| Prepaid expenses                                       | 4,447      | (4,500)     |
| Other assets   | , sa       | H4          |
| Accounts payable                                       | (1,575)    | (2,701)     |
| Accrued liabilities                                    | (665)      | (936)       |
| Deferred revenue                                       | 23,210     | ·-          |
| Net cash (used in) provided by operating activities    | 89,642     | (84,550)    |
| Cash flows From Investing Activities                   |            |             |
| Purchases of property and equipment                    | (19,853)   | (2,000)     |
| Net cash used in investing activities                  | (19,853)   | (2,000)     |
| Net (decrease) increase in cash and cash equivalents   | 69,789     | (86,550)    |
| Cash at beginning of year                              | 51,327     | 137,877     |
| Cash at end of year                                    | \$ 121,116 | \$ 51,327   |
| Supplemental schedule of noncash operating activities: |            |             |
| In-kind contributions of food for program services     | \$ 69,205  | \$ 77,723   |

Notes to Financial Statements June 30, 2008 and 2007

# NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **Nature of Activities**

The Project for Neighborhood Aftercare, Inc. (the Project) is a nonprofit after-school program in Metro schools located in Nashville, Tennessee for children in kindergarten through eighth grade. The Project's mission is to provide a meaningful and enriching after-school program for Davidson County children, providing expanded learning opportunities to students in need. The programs are offered for a nominal registration fee and are neighborhood-based and academically-enriched. The Project strives to create an environment that will allow each child to grow socially and academically, while fostering a sense of belonging and increased self-esteem.

#### **Basis of Presentation**

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles. Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

<u>Unrestricted net assets</u> – net assets that are not subject to donor-imposed stipulations.

Temporarily restricted net assets – net assets subject to donor-imposed restrictions that may or will be met, either by actions of the Organization and/or the passage of time. Restrictions that are fulfilled in the same accounting period in which the contributions are received are reported in the statement of activities as unrestricted. When a restriction expires in a period after the contributions are received, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

#### Cash and Cash Equivalents

For purposes of the Statements of Cash Flows, the Project considers all cash funds, cash bank accounts and highly liquid debt instruments, with an original maturity when purchased of three months or less, to be cash and cash equivalents. At June 30, 2008 and at June 30, 2007, the Project had no cash equivalents.

Notes to Financial Statements June 30, 2008 and 2007

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

#### **Contributions**

Contributions are considered to be available for unrestricted use unless specifically restricted by the donor. 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.

#### **Accounts Receivable**

The Project considers accounts receivable to be fully collectible at year-end. Accordingly, no allowance for doubtful accounts has been recorded.

#### **Property and Equipment**

Property and equipment are recorded at cost to the Project, or if donated, at the estimated fair market value at the date of donation. All depreciation is computed using the straight-line method based on the estimated useful life of the asset. The Project's capitalization policy is to capitalize any expenditure over \$1,500 for any land, building, and equipment purchased. Expenditures for repairs and maintenance are charged to operations when incurred. Depreciation expense amounted to \$6,415 and \$6,127, for the years ended June 30, 2008 and 2007, respectively.

#### **Expense Allocation**

The costs of providing program services and supporting services have been summarized on a functional basis in the statement of activities and in the statement of functional expenses. Accordingly, certain costs have been allocated among program and supporting services based on actual or estimated time employees spend on each function.

#### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Notes to Financial Statements June 30, 2008 and 2007

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

#### **Income Taxes**

The Project is a nonprofit organization exempt from income taxes under Section 501 (c) (3) of the Internal Revenue Code, and the Project is classified as an organization that is not a private foundation as defined in Section 509(a) of the Internal Revenue Code. Therefore, no provision for federal income taxes is included in the accompanying financial statements.

#### **NOTE 2 – LEASE COMMITMENT**

The Project leases its office facilities under an operating lease. This lease expires August 2009. Rent expense for the years ended June 30, 2008 and June 30, 2007 totaled \$12,004 and \$11,400, respectively. Future rental payments under the noncancellable operating lease are as follows:

| 2009 | 12,000   |
|------|----------|
| 2010 | 2,000    |
|      | \$14,000 |

#### **NOTE 3 – CONCENTRATIONS OF CREDIT RISK**

Financial instruments that potentially subject the Project to concentrations of credit risk consist of grant funds from the Metropolitan Government of Nashville and Davidson County and the Metropolitan Nashville Public Schools. The grants represent 74% and 73% of the total revenue for the years ending June 30, 2008 and June 30, 2007, respectively. A significant reduction in the levels of this support, if this were to occur, could have an adverse impact on the Project's programs and activities.

Cash is another financial instrument that potentially subjects the Project to a concentration of credit risk. The Project has cash deposits in financial institutions in excess of the amount insured by the Federal Depository Insurance Corporation in the amount of \$37,268 at June 30, 2008.

Notes to Financial Statements June 30, 2008 and 2007

#### **NOTE 4 – RETIREMENT PLAN**

The Project adopted a retirement plan for the Executive Director and the Director of Finance on August 31, 1999. For the years ended June 30, 2008 and June 30, 2007, the Project contributed \$72 and \$72 each pay period for each employee. The Project contributed \$3,744 and \$3,022 for the years ended June 30, 2008 and June 30, 2007, respectively.

#### NOTE 5 – DONATED FOOD

Metro Nashville Public Schools and Second Harvest Food Bank donated food to the Project during the years ended June 30, 2008 and June 30, 2007. In addition, Panera Bread Company donated food to the Project for the year ended June 30, 2007.

Donated food is used in the ongoing operations of the Project and is reflected as contributions in the statements of activities at its fair value at the date of receipt. The value of donated food included in the statements of activities and the corresponding expenditures for the years ended June 30, 2008 and June 30, 2007 is as follows:

| Revenues – Contributions |           | Expen     |      |          |             |
|--------------------------|-----------|-----------|------|----------|-------------|
|                          | 2008      | 2007      |      | 2008     | <b>2007</b> |
| Food                     | \$ 69,205 | \$ 77,723 | Food | \$69,205 | \$77,723    |

#### NOTE 6 - RELATED PARTY

For the year ended June 30, 2008 and June 30, 2007, a member of the board of Directors, Corine Jackson, is the coordinator of the community education department with the Metropolitan Nashville Public Schools and serves as the administrator for the Project's grant funds from the Metropolitan Nashville Public Schools.

Notes to Financial Statements June 30, 2008 and 2007

#### **NOTE 7 – LINE OF CREDIT**

On August 17, 2007, the Organization entered into an open end revolving line of credit agreement with a commercial bank. The agreement provides for a line of credit up to \$100,000 and provides for interest to accrue at a variable rate based on the prime rate not to be less than 8.25%. The prime rate is subject to increase or decrease at the sole option of the commercial bank up to the maximum rate allowed by applicable law. The line is secured by furniture, fixtures, equipment, and accounts receivable of the Organization. No borrowings have been issued or were outstanding under the agreement since the line of credit was opened in August 2007.