

# 2015

## Financial Statements

THE ARC OF TENNESSEE, INC.

FINANCIAL STATEMENTS

JUNE 30, 2015

(With Independent Auditor's Report Thereon)

THE ARC OF TENNESSEE, INC.  
FINANCIAL STATEMENTS  
JUNE 30, 2015

CONTENTS

	<u>PAGE</u>
Independent Auditor's Report	1 - 2
Audited Financial Statements:	
Statement of Financial Position	3 - 4
Statement of Activities	5
Statement of Functional Expenses	6
Statement of Cash Flows	7
Notes to the Financial Statements	8 - 15
Supplementary Information:	
Schedule of Expenditures of Federal and State Awards	16
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	17 - 18
Schedule of Prior Year Findings	19



## PATTERSON, HARDEE & BALLENTINE, P.C.

Certified Public Accountants

### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
The Arc of Tennessee, Inc.

#### **Report on the Financial Statements**

We have audited the accompanying financial statements of The Arc of Tennessee, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities, functional expenses, and cash flows for the year 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 audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from 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 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 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 Arc of Tennessee, Inc. as of June 30, 2015, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.



## ***Other Matters***

### ***Other Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying Schedule of Expenditures of Federal and State Awards, as required by the Tennessee Comptroller of the Treasury Division of Local Government Audit, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 9, 2015, on our consideration of The Arc of Tennessee, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering The Arc of Tennessee, Inc.'s internal control over financial reporting and compliance.

*Patterson Handee & Bellentine*

October 9, 2015

THE ARC OF TENNESSEE, INC.  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2015

ASSETS

Current Assets:

Cash	\$ 465,019	
Certificates of deposit	38,534	
Grants receivable	526,135	
Accounts receivable	<u>16,558</u>	
Total current assets		\$ 1,046,246

Property and Equipment:

Furniture and equipment	160,187	
Less: accumulated depreciation	<u>(159,020)</u>	
Total property and equipment		1,167

Other Assets:

Prepaid expenses	16,311	
Security deposit	<u>5,393</u>	
Total other assets		21,704

Assets Whose Use Is Limited:

Cash	36,063	
Investments	<u>291,572</u>	
		<u>327,635</u>

Total Assets

\$ 1,396,752

THE ARC OF TENNESSEE, INC.  
STATEMENT OF FINANCIAL POSITION (continued)  
JUNE 30, 2015

LIABILITIES AND NET ASSETS

Current Liabilities:

Accounts payable	\$ 135,244	
Accrued vacation	51,098	
Deferred revenue	<u>6,814</u>	
Total current liabilities		<u>\$ 193,156</u>

Net Assets:

Unrestricted:

Undesignated	875,961	
Board-designated	<u>307,883</u>	
Total unrestricted net assets		1,183,844

Temporarily restricted	<u>19,752</u>	
Total restricted net assets		<u>19,752</u>

Total net assets		<u>1,203,596</u>
------------------	--	------------------

Total liabilities and net assets		<u><u>\$ 1,396,752</u></u>
----------------------------------	--	----------------------------

**THE ARC OF TENNESSEE, INC.**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED JUNE 30, 2015**

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Support and Revenues:				
Gum vending	\$ 54,026	\$ -	\$ -	\$ 54,026
Grant income	1,476,898	-	-	1,476,898
Contributions	22,467	-	-	22,467
In-kind contributions	50,665	-	-	50,665
Interest	21	78	-	99
Investment income, net	4,485	-	-	4,485
Other income	365	-	-	365
Roger Blue Memorial Fund income	200	-	-	200
Rental income	7,226	-	-	7,226
Affiliation fees	13,150	-	-	13,150
MegaConference administration fee	10,000	-	-	10,000
Meetings and conferences - Partners program	23,930	-	-	23,930
Memberships	25,649	-	-	25,649
Net assets released from restrictions	3,668	(3,668)	-	-
Total support and revenues	1,692,750	(3,590)	-	1,689,160
Expenses:				
Program services:				
Advocacy, Education and Public Awareness	603,769	-	-	603,769
Secondary Transition Project (formerly LINK)	168,820	-	-	168,820
Partners in Policymaking Workshop	180,336	-	-	180,336
Personal Assistance Services and Support (PASS)	132,114	-	-	132,114
Administration of the Real Choice Systems Change (PTP)	196,048	-	-	196,048
Other grants	15,812	-	-	15,812
	1,296,899	-	-	1,296,899
Supporting services:				
Management and general	292,263	-	-	292,263
Fundraising	82,715	-	-	82,715
Total supporting services	374,978	-	-	374,978
Total expenses	1,671,877	-	-	1,671,877
Increase in net assets	20,873	(3,590)	-	17,283
Net assets - beginning of year	1,162,971	23,342	-	1,186,313
Net assets - end of year	\$ 1,183,844	\$ 19,752	\$ -	\$ 1,203,596

See accompanying notes to the financial statements.

**THE ARC OF TENNESSEE, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2015**

	Program Services					Supporting Services		
	Advocacy, Education and Public Awareness	Secondary Transition Project (formerly LINK)	Partners in Policymaking Workshop	Personal Assistance Services and Support (PASS)	Administration of Real Choice Systems Change (PTP)	Other Grants	Total Program Services	Total Expenses
Salaries	\$ 372,565	\$ 113,500	\$ 792	\$ 36,132	\$ 138,523	\$ 3,119	\$ 664,631	\$ 817,011
Payroll taxes and benefits	113,894	30,077	222	8,512	22,402	223	175,330	206,208
Total personnel costs	486,459	143,577	1,014	44,644	160,925	3,342	839,961	1,023,219
Professional Fees	6,191	1,348	19,283	85,340	6,533	5,337	124,032	173,128
Supplies	873	611	637	1	630	813	3,565	19,213
Communication	9,528	5,681	-	388	2,508	-	18,105	34,001
Payments to national affiliates	-	-	-	-	-	-	-	8,700
Postage & Shipping	1,471	26	-	24	122	5	1,648	3,636
Occupancy	11,273	511	-	1,391	5,430	-	18,605	64,713
Equipment Rental & Maintenance	4,097	1,632	-	59	1,506	43	7,337	16,752
Printing & Publications	7,022	20	1,790	-	20	20	8,872	9,108
Travel / Conferences & Meetings	68,741	15,414	89,370	267	18,374	1,252	193,418	220,526
Insurance	-	-	-	-	-	-	-	5,648
Specific Assistance to Individuals	8,114	-	17,577	-	-	5,000	30,691	30,691
Other Non-Personnel	-	-	-	-	-	-	-	2,640
In-Kind Expense	-	-	50,665	-	-	-	50,665	50,665
Miscellaneous	-	-	-	-	-	-	-	1,661
Lobbying Expenses	-	-	-	-	-	-	-	1,828
Edith Wright Fund	-	-	-	-	-	-	-	3,000
Roger Blue Fund	-	-	-	-	-	-	-	1,000
Total expenses before depreciation	603,769	168,820	180,336	132,114	196,048	15,812	1,296,899	1,670,129
Depreciation	-	-	-	-	-	-	-	1,748
Total expenses	\$ 603,769	\$ 168,820	\$ 180,336	\$ 132,114	\$ 196,048	\$ 15,812	\$ 1,296,899	\$ 1,671,877

See accompanying notes to the financial statements.

THE ARC OF TENNESSEE, INC.  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED JUNE 30, 2015

Cash Flows From Operating Activities:

Increase in net assets	\$	17,283
------------------------	----	--------

Adjustments to reconcile increase in net assets  
to net cash used in operating activities:

Depreciation	\$	1,748
Unrealized gains on investments		10,915
Dividends and interest reinvested		(17,476)
Investment fees		2,076
Changes in:		
Grants receivable		(40,925)
Accounts receivable		(822)
Prepaid expenses		(1,064)
Cash whose use is limited		4,247
Accounts payable		(88,666)
Accrued vacation		5,046
Deferred revenue		(19,985)
		(144,906)
Net cash used in operating activities		(127,623)

Cash Flows from Investing Activities:

Purchase of investments	(16,015)	
Net cash used in investing activities		(16,015)

Net decrease in cash		(143,638)
----------------------	--	-----------

Cash - beginning of year		608,657
--------------------------	--	---------

Cash - end of year	\$	465,019
--------------------	----	---------



**THE ARC OF TENNESSEE, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2015**

**NOTE 1 - Summary of Significant Accounting Policies**

**Nature of Activities**

In these financial statements, the terms "Organization", "we", "our", or "us" mean The Arc of Tennessee, Inc. We are a nonprofit corporation chartered by the State of Tennessee for the purpose of promoting the general well-being of all citizens with intellectual and/or developmental disabilities ("I/DD"). We provide advocacy, local unit development, direct client assistance, training, education, counseling, referral and public awareness services statewide. The membership consists of individuals comprising local units in counties across the State of Tennessee and at-large members. All member units are autonomous, community-based non-profit entities. We maintain membership in the national organization of The Arc of the United States. The Arc of the United States provides national leadership and information and offers education and training. We function independently of any control by The Arc of the United States.

**Programs and Supporting Services**

**Advocacy, Education and Public Awareness**

The Advocacy and Awareness project covers a variety of services to people with I/DD and their families including individual advocacy; information and referral; and educational workshops in a variety of topics including person centered practices, self-advocacy and self-determination, healthy relationships and others. This project also allows for a limited amount of emergency financial assistance to individuals with I/DD who are in need of help.

**Secondary Transition Project (formerly LINK)**

The Secondary Transition Project helps families and students prepare for the significant challenges of secondary transition. Families, students, and educators gain knowledge of the secondary transition process, resources, and opportunities in local communities across the state and on the internet, so that young adults transition into adulthood with quality lives they and their families design. The Project promotes collaboration between families, students, and educators to help meet the student's secondary transition goals.

**Partners in Policymaking Workshop**

We serve as an administrative "pass-through" for the Council on Developmental Disabilities to operate these programs in an efficient manner. We are able to provide a faster turnaround on paying invoices and reimbursing other expenses than the state is able to do. Partners in Policymaking trains individuals with disabilities and family members to become advocates. Graduates from the program have gone on to participate on the boards of various non-profit advocacy organizations and to become active in public policy. Youth Leadership Forum provides leadership skills training to young adults with disabilities.

**Personal Assistance Services and Support**

Personal Assistance Supports and Services (PASS) is funded through the Department of Intellectual and Developmental Disabilities. The grant enhances community supports by demonstrating a model of self-directed personal assistance that shifts the existing system in Tennessee from an institutional provider system to self-directed services. The system provides tools, mentoring, and training that allows individuals with a disability to access personal assistance and successfully manage and control the quality of care and service delivery.

**Administration of Real Choice Systems Change (PTP)**

We assist the Department of Intellectual and Developmental Disabilities with quality assurance and quality improvement by empowering service recipients to give honest feedback regarding the services they receive through participation in a survey that covers four key areas: choice and control, respect and dignity, access to care, and community inclusion. We also conduct NCI (National Core Indicators) surveys that allow Tennessee to compare itself to other states.



**THE ARC OF TENNESSEE, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2015**

**NOTE 1 - Summary of Significant Accounting Policies (continued)**

**MegaConference**

We are one of several organizations that collaborate to host the Tennessee Disability MegaConference every year. This conference is the largest cross-disability conference in Tennessee and draws between 400-1,000 attendees every year. The Council on Developmental Disabilities, as well as other organizations, provides funding for stipends to help people with disabilities, their family and/or support staff to attend the conference. See NOTE 8.

**Link2**

Link2 is a collaborative grant with three other local chapters of The Arc funded through The Arc US and the AT&T Foundation. The grant allows the chapters to provide wrap around services that support two post-secondary education programs for young adults with IDD. These services include assistance with applications and financial aid, outreach and promotion, conducting job club activities, and providing vocational related services that complement the post-secondary program activities. This grant ended in November, 2014.

**Alternatives to Conservatorship and Conservatorship**

We were awarded a small grant through the Community Foundation of Middle Tennessee to update our Alternatives to Conservatorship and Conservatorship Handbook and to provide educational workshops to educators, students and families about their options in these areas.

**Benefits Enrollment Center (BEC) Grant**

We received this grant through the Tennessee Commission on Aging (TCAD) to help them fulfill their requirements on their federal grant. It was a time limited 4 month grant to screen and enroll eligible people who are elderly or who have disabilities, into a variety of federal programs including Medicaid, Medicare, SNAP, low income utility assistance, etc.

**Basis of Presentation**

The accompanying financial statements have been prepared on an 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, our net assets and changes therein are classified and reported as follows:

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

**Temporarily restricted net assets** - Net assets subject to donor-imposed stipulations that may or will be met, either by our actions 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.

**Permanently restricted net assets** - Net assets subject to donor-imposed stipulations that are permanent in nature. Generally, the donors of these assets permit us to use all or part of the income earned and any related investments for general or specific purposes.

**Cash and Cash Equivalents**

For purposes of the Statement of Cash Flows, we consider all unrestricted cash and investment instruments purchased with original maturities of three months or less to be cash equivalents. We have no cash equivalents as of June 30, 2015.

**THE ARC OF TENNESSEE, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2015**

**NOTE 1 - Summary of Significant Accounting Policies (continued)**

**Accounts Receivable**

Bad debts are recognized on the allowance method based on historical experience and our evaluation of outstanding accounts. We do not consider any amounts to be uncollectible at June 30, 2015.

**Property and Equipment**

Property and equipment are recorded at cost or, if donated, at the estimated fair market value at the date of donation. Depreciation is provided utilizing the straight-line method over the estimated useful lives of the respective assets. Our capitalization policy is to capitalize any expenditure over \$500 for any land, building, and equipment purchased. Expenditures for repairs and maintenance are charged to expense as incurred.

**Revenue Recognition**

We receive much of our income through grants from the State of Tennessee Department of Finance and Administration, Department of Education, Division of Special Populations, and the Tennessee Council on Developmental Disabilities. We record income from the grants in the period that the applicable expenditures are incurred.

**Donated Services**

Volunteers make contributions of time in various administrative, fundraising, and program functions. The value of contributed time is only reported as revenue and expenses in our financial statements as allowed by generally accepted accounting principles. The value of contributed time is allowed to be used as a match in some government grants.

**Income Tax Status**

We are a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code, and are 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. We do not believe there are any uncertain tax positions. Further, we do not believe that we have any unrelated business income, which would be subject to federal taxes. We are not subject to examination by U.S. federal or state taxing authorities for years before 2012.

**Functional Allocation of Expenses**

The costs of providing program services and supporting services have been summarized on a functional basis in the Statement of Activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

**Use of Estimates**

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

**Fair Values of Financial Instruments**

The carrying values of current assets and current liabilities approximate fair values due to the short maturities of these instruments.

**THE ARC OF TENNESSEE, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2015**

**NOTE 1 - Summary of Significant Accounting Policies (continued)**

**Pension Plan**

We maintain a defined contribution plan which provides for retirement benefits based on the actual value of contributions at the time of retirement. Employees must be 21 years of age and must have completed three months of service before they are eligible to participate. Contributions to the plan are based on the participant's salary. The costs of this plan are charged to fringe benefits expense and totaled \$37,392 during the year ended June 30, 2015.

**NOTE 2 - Certificates of Deposit**

We have three certificates of deposit with First Tennessee Bank. These assets have been named as collateral for the line of credit. See NOTE 7. The amounts, maturities, and interest rates are as follows:

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Amount</u>
.10%	4/14/2016	\$ 11,354
.10%	4/14/2016	11,301
.10%	4/14/2016	15,879
		<u>\$ 38,534</u>

**NOTE 3 - Investments**

Investments consisted of the following at June 30, 2015:

	<u>Market Value</u>	<u>Cost</u>
Mutual Funds	<u>\$ 291,572</u>	<u>\$ 251,678</u>

Investment income (loss) consisted of the following for the year ended June 30, 2015:

Interest and dividend income	\$ 17,476
Unrealized gain - net	(10,915)
Investment fees	<u>(2,076)</u>
Investment income - net	<u>\$ 4,485</u>

See NOTE 4.

**NOTE 4 - Fair Value Measurements**

We use a framework for measuring fair value and disclosing fair values. We define fair value at the price which would be received to sell an asset in an orderly transaction between market participants at the measurement date. We use this framework for all assets and liabilities measured and reported on a fair value basis and enable the reader of the financial statements to assess the inputs used to develop those measurements by establishing a hierarchy for ranking the quality and reliability of the information used to determine fair values. Each asset and liability carried at fair value is classified into one of the following categories:

- Level 1 - Quoted market prices in active markets for identical assets or liabilities
- Level 2 - Observable market based inputs or unobservable inputs corroborated by market data
- Level 3 - Unobservable inputs not corroborated by market data.



**THE ARC OF TENNESSEE, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2015**

**NOTE 4 - Fair Value Measurements (continued)**

The following table summarizes our financial assets measured at fair value on a recurring basis segregated by level of valuation inputs within the fair value hierarchy utilized to measure fair value as of June 30, 2015:

	<u>Fair Value</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
Mutual Funds	<u>\$ 291,572</u>	<u>\$ 291,572</u>	<u>\$ -</u>	<u>\$ -</u>

There were no transfers between Level 1, Level 2, and Level 3 investments during the year ended June 30, 2015.

**NOTE 5 - Grants Receivable**

At June 30, 2015, we are owed the following amounts for grants:

Advocacy, education & public awareness	\$ 105,083
Secondary Transition Program (formerly LINK)	66,564
Tennessee Disability MegaConference Grant	5,000
Partners in Policymaking workshop	51,715
Personal assistance services and support	63,780
Administration of the Real Choice Systems Change	64,854
CMAS - Advocacy	169,139
	<u>\$ 526,135</u>

**NOTE 6 - Accounts Receivable**

We are due amounts from Member Units, customers and registrations as follows:

Due from Member Units and customers	\$ 6,958
Other	9,600
	<u>\$ 16,558</u>

**NOTE 7 - Line of Credit Payable**

We have a line of credit with First Tennessee with an available amount of \$75,000. This line of credit carries an interest rate of .75% above the lender's base commercial rate, which was 5.25% at June 30, 2015, and expires on April 30, 2016. During the year ended June 30, 2015, we did not incur any interest charges. Certificates of deposit have been designated as collateral for this line of credit. See NOTE 2. At June 30, 2015, we have not drawn any amounts on this line of credit.

**NOTE 8 - MegaConference - Future Years**

We, along with other nonprofit entities, participate in a MegaConference each year. We provide the capability for the receipts and disbursements of the funds related to this MegaConference; however, this was not a program for us. Total receipts for the MegaConference for the year ended June 30, 2015, were \$151,132. Total disbursements for the MegaConference for the year ended June 30, 2015, were \$128,288. Money not spent on the MegaConference is held by us by request of the other non-profit participants for future MegaConferences. For the year ended June 30, 2015, this amount was \$83,017 and is included in accounts payable.

**THE ARC OF TENNESSEE, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2015**

**NOTE 9 - Deferred Revenue**

In accordance with our revenue recognition policies listed in NOTE 1, we recognize revenue as expenses are incurred with regards to our matching grant programs. Any additional amounts that we have received and have not incurred matching expenses are reported as deferred revenue. The total amount of deferred revenue at June 30, 2015, is \$6,814.

**NOTE 10 - Net Assets – Board Designated**

Board designated net assets consisted of the following at June 30, 2015:

Investments including cash portion	\$ 294,978
Roger Blue Savings	3,846
ADID Future Conferences	2,708
Corporate Savings	805
DCE Funds for Future Training	5,546
	<hr/>
	\$ 307,883
	<hr/>

**NOTE 11 - Net Assets - Temporarily Restricted**

Temporarily restricted net assets consisted of the following at June 30, 2015:

Edith Wright	\$ 16,486
DSPAT (See NOTE 18)	3,266
	<hr/>
	\$ 19,752
	<hr/>

**NOTE 12 - Gum Vending**

We have entered into contracts with third parties to maintain vending containers throughout the State of Tennessee that solicit contributions for us. We are not responsible for any of the operating expenses or any resulting legal liability as related to maintaining the containers on a monthly basis. The contracts are subject to automatic renewal in 2016, unless canceled by either party. We received \$54,026 for the year ended June 30, 2015.

**NOTE 13 - Government Grants and Grant Revenue**

We earned grant monies from the State of Tennessee Department of Finance and Administration, the Tennessee Council on Developmental Disabilities and the Bureau of TennCare, the Department of Education, Division of Special Education as well as private companies. The Class Member Advocacy Services (CMAS) contract was going to be significantly decreased because DIDD settled the Arlington lawsuit that had required individual advocacy services for individuals covered under that lawsuit. We requested that the remainder of the funding for the CMAS contract be folded into the Advocacy and Awareness (non-class member) contract (which was also being cut) so that we would have more flexibility with the funding to cover the needs of both programs in a more effective manner. The loss of this funding could have a material effect on our operations.

**THE ARC OF TENNESSEE, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2015**

**NOTE 13 - Government Grants and Grant Revenue (continued)**

Funds were received for the following grant activities as of June 30, 2015:

Advocacy, education and public awareness	\$ 700,000
Secondary Transition Program (formerly LINK)	176,000
CMAS	17,206
AT&T	1,978
MegaConference	5,000
Conservatorship	2,001
Partners in Policymaking workshop	147,119
Personal assistance services & support	158,727
Benefits Enrollment Center	30,000
National Collaborative on Workforce and Disability for Youth	4,050
People Talking to People	234,817
	<hr/>
	\$ 1,476,898

**NOTE 14 - Lease Agreements**

We were renting our facilities under a five-year lease agreement. Our facilities lease agreement had monthly lease payments of \$5,555, which were set to increase with each year of the lease. In July 2015, our facility was purchased and our new landlord cancelled our lease to allow us to move to a new location, see NOTE 20. The monthly lease payment in our new location will be \$4,407, which will increase with each year of the lease. The future minimum lease payments of the new location are included in the schedule below. All leases have been classified as operating leases as described in the next paragraph.

Total lease expense for the year ended June 30, 2015, was \$81,465. The following is a schedule of minimum lease payments under the non-cancellable operating leases.

**Year Ending June 30,**

2016	\$ 75,414
2017	56,431
2018	56,734
2019	58,294
Thereafter	147,375
	<hr/>
	\$ 394,248

**NOTE 15 - Questioned Costs / Contingencies**

Questioned costs are those amounts charged to a funded program that may not be in compliance with requirements set forth in contracts, statutes and regulations governing the properness or eligibility. A questioned cost may not be reimbursed by the State, or a State agency may require that the funds already expended be refunded back to the State. These amounts can be "questioned" by the State for the specific grant to which they apply. The determination as to whether such costs will be allowed or disallowed under the grants will be made by the individual grantor agencies at a later date.

No liability is needed as of June 30, 2015, for these costs as no determination has been made by the grantor agencies as to any amount for any grant. Our Board deems the contingency to be remote, as we have accommodated our objective to the provisions of the grants.



**THE ARC OF TENNESSEE, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**JUNE 30, 2015**

**NOTE 16 - Concentration of Credit Risk**

Financial instruments that potentially subject us to concentrations of credit risk consist of account and grant receivables. Accounts receivable consist of amounts due from member units and third-party gum vending entities. These receivables are widely dispersed over the State of Tennessee and mitigate credit risk. Grants receivable represent concentrations of credit risk to the extent that they are received from concentrated sources. We receive a substantial amount of our support from member units, gum vending and governmental grants. A significant reduction in the levels of this support would have an effect on our programs and activities.

At June 30, 2015, 87% of all receivables were due from five sources. At June 30, 2015, 88% of all revenue was received from one source.

We maintain our cash in bank accounts which, at times, may exceed federally insured limits. We have not experienced any losses in such accounts and do not believe that we are exposed to any significant credit risk on our cash.

**NOTE 17 - Related Parties and Affiliate Dues**

The Arc of the United States bills us annually for affiliate dues, which is a revenue sharing agreement between the two entities. The Arc of United States provides national leadership and information and offers education and training. We are autonomous and function independently of any control by The Arc of the United States. During the year ended June 30, 2015, we paid \$8,700 to the Arc of the United States for affiliate dues.

We also collect affiliate dues from various regional Arc entities in the State of Tennessee. During the year ended June 30, 2015, we collected \$13,150 from these entities.

**NOTE 18 - Agency Relationships**

We hold funds for other non-profit entities. DSPAT is a program in which we act as an administrator of the grant fund. The intention of DSPAT is to become its own 501(c)(3) organization. We are holding the dues collected on behalf of DSPAT, which were \$3,266 as of June 30, 2015.

**NOTE 19 - In-kind Revenue and Expenses**

We receive a significant amount of donated services from volunteers who assist in our Organization. During the year ended June 30, 2015, we recognized \$50,665 in in-kind revenues.

**NOTE 20 - Subsequent Events**

We have evaluated our June 30, 2015, financial statements for subsequent events through October 9, 2015, the date that the financial statements were available to be issued. Other than the following matters, we are not aware of any material subsequent events which would require recognition or disclosure in the accompanying financial statements.

Our building is being sold as of July 2015. Once the sale is complete, we will be released from our lease without penalty by the new owner. We will move to a new smaller space prior to January 2016 with lower lease payments. See NOTE 14.

In August 2015 we entered into a new lease agreement in a new space. The new lease agreement is included in the disclosed schedule of future maturities in NOTE 14.



## SUPPLEMENTARY INFORMATION

The Arc of Tennessee, Inc.  
Schedule of Expenditures of Federal and State Awards  
For The Year Ended June 30, 2015

Federal Grantor Pass-Through Grantor Grant Program Title	CFDA Number	Contract Number	Expenditures
<b><u>Federal Awards</u></b>			
U.S. Department of Labor's Office of Disability Employment Policy / Institute for Educational Leadership Direct National Collaborative on Workforce and Disability for Youth	17.720	OD-23804-12-75-4-11	\$ 4,050
U.S. Department of Education Office of Special Education and Rehabilitative Services/ Passed through the TN Department of Education Special Education - Grants to States	84.027A	33136-02313	176,000
U.S. Department of Health and Human Services Administration for Community Living Passed through the TN Department of Intellectual and Developmental Disabilities Tennessee Disability MegaConference	93.630	34401-80815	5,000
Passed through the TN Department of Intellectual and Developmental Disabilities Tennessee Leadership Institute	93.630	34401-80215	147,119
<b>Total Program 93.630</b>			<b>152,119</b>
Department of Health and Human Services Passed through TN Commission of Aging and Disability Benefit Enrollment Center Grant	93.518	31602-15017	4,408
<b>TOTAL FEDERAL AWARDS</b>			<b>336,577</b>
<b><u>State Financial Assistance</u></b>			
Department of Intellectual and Developmental Disabilities Advocacy Program to DIDD Service Recipients	N/A	34401-00502	700,000
Department of Intellectual and Developmental Disabilities Advocacy Program to DMRS Service Recipients	N/A	39354	17,206
Department of Intellectual and Developmental Disabilities Personal Assistance Services and Support	N/A	34401-00461	158,727
Department of Intellectual and Developmental Disabilities Real Choice Systems Change Program	N/A	34401-00434	234,817
<b>TOTAL STATE AWARDS</b>			<b>1,110,750</b>
<b>TOTAL FEDERAL &amp; STATE AWARDS</b>			<b>\$ 1,447,327</b>

NOTE: This schedule was prepared on a modified accrual basis in accordance with the format prescribed  
by the Tennessee Comptroller of the Treasury Division of Local Government Audit.

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN  
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS



**PATTERSON, HARDEE & BALLENTINE, P.C.**

Certified Public Accountants

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON  
AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Directors  
The Arc of Tennessee, Inc.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of The Arc of Tennessee, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 9, 2015.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered The Arc of Tennessee, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of The Arc of Tennessee, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of The Arc of Tennessee, Inc.'s internal control.

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 entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether The Arc of Tennessee, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Patterson Harder & Bellentine*

October 9, 2015

THE ARC OF TENNESSEE, INC.  
SCHEDULE OF PRIOR YEAR FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2015

Financial Statement Findings:

There were no prior findings reported.