# OPERATION STAND DOWN NASHVILLE, INC. (A TENNESSEE CORPORATION - NOT-FOR-PROFIT)

# FINANCIAL STATEMENTS FOR THE FOR THE YEAR ENDED DECEMBER 31, 2010

(Together with Independent Auditor's Report)

#### OPERATION STAND DOWN NASHVILLE, INC.

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#### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors Operation Stand Down Nashville, Inc. Nashville, Tennessee

I have audited the accompanying statement of financial position of Operation Stand Down Nashville, Inc. (a Tennessee Corporation - Not For Profit) as of December 31, 2010 and the related statements of activities and changes in net assets, functional expenses, and statement of cash flows for the year then ended. These financial statements are the responsibility of the Company's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I 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. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly in all material respects, the financial position of Operation Stand Down Nashville, Inc. as of December 31, 2010, and the results of its operations and changes in net assets and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, I have also issued a report dated January 20, 2011, on my consideration of Operation Stand Down Nashville, Inc.'s internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contacts and grants.

My audit was conducted for the purpose of forming an opinion on the financial statements referred to above taken as a whole. The schedule of support and revenue is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in my opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

DAVID P. GUENTHER

January 20, 2011

# OPERATION STAND DOWN NASHVILLE, INC. (A TENNESSEE CORPORATION - NOT FOR PROFIT) STATEMENT OF FINANCIAL POSITION DECEMBER 31, 2010

## **ASSETS**

Current assets:		
Cash on hand and in banks	\$	299,853
Grant funds receivable		50,624
Accounts receivable		50,032
Prepaid expenses		38,971
Total current assets	\$	439,480
Fixed assets:		
Land	\$	75,650
Buildings and improvements	-	1,248,429
Equipment & furniture		286,129
Vehicles		65,360
	\$	1,675,568
Less: Accumulated depreciation		596,021
Total fixed assets	\$_	1,079,547
Total assets	\$_	1,519,027

# **LIABILITIES AND NET ASSETS**

Current liabilities:		
Note payable-current portion	\$	19,407
Accounts payable - trade		69,509
Accrued compensation		39,418
Total current liabilities	\$_	128,334
Other liabilities:		
Note payable, net of current portion shown above	\$	628,072
Total other liabilities	\$_	628,072
Net assets:		
Unrestricted	\$	530,850
Temporarily restricted		231,771
Total net assets	\$_	762,621
Total liabilities and net assets	\$_	1,519,027

# OPERATION STAND DOWN NASHVILLE, INC. (A TENNESSEE CORPORATION-NOT FOR PROFIT) STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS FOR THE YEAR ENDED DECEMBER 31, 2010

		Total	<u> </u>	Unrestricted	· -	Temporarily Restricted
Public support and revenue:						
Public support:	<b>^</b>	007.004	•	407.007		100.04
Contributions	\$	897,934	-	467,287	\$	430,647
Federal grants		1,168,305		1,168,305		-
United Way		10,969		10,969	_	
Total public support	\$_	2,077,208	. \$_	1,646,561	\$	430,647
Revenue:						
Contract income	\$	441,558	\$	441,558	\$	-
Annual event		31,546		31,546	· ·	-
Client fees		44,377		44,377		-
Total revenues	\$	517,481	\$_	517,481	\$	_
Total public support and revenue	\$_	2,594,689	\$_	2,164,042	\$_	430,647
Net assets released from restriction	\$	-	\$	226,205	\$	(226,205)
Expenses:						
Program services	\$	2,293,192	\$	2,293,192	\$	-
Management & general		91,627		91,627		-
Fund raising		67,860		67,860		<b>**</b>
Total expenses	\$_	2,452,679	\$_	2,452,679	\$	_
Increase (decrease) in net assets	\$	142,010	\$	(62,432)	\$	204,442
Net assets, December 31, 2009	_	620,611		593,282		27,329
Net assets, December 31, 2010	\$_	762,621	\$_	530,850	\$_	231,771

# OPERATION STAND DOWN NASHVILLE, INC. (A TENNESSEE CORPORATION-NOT FOR PROFIT) SCHEDULE OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED DECEMBER 31, 2010

		PROGRAM SERVICES		ANAGEMENT & GENERAL		FUND RAISING		TOTAL ALL PROGRAMS
Compensation expense:								
Salaries	\$	761,230	\$	9,134	\$	56,130	\$	826,494
Employee benefits		17,461		•		-		17,461
Payroll taxes		57,353		819		8,019		66,191
Total compensation expense	\$_	836,044	\$	9,953	\$_	64,149	\$_	910,146
Other expenses:								
Assistance to clients	\$	861,986	\$		\$	-	\$	861,986
Dues & subscriptions		850		300		-		1,150
Depreciation		110,240		44,061				154,301
Event expense		36,456		<b>.</b>		-		36,456
Insurance		30,892		<u>.</u>		-		30,892
Interest		43,088		18,087		-		61,175
Miscellaneous		6,304		1,403		-		7,707
Occupancy expense		164,604		10,312		-		174,916
Professional fees		78,523		-		300		78,823
Staff training		6,154		-		-		6,154
Supplies and general		93,363		6,448		3,400		103,211
Telephone		9,112		1,063		11		10,186
Travel		15,576		-		-		15,576
Total other expenses	\$_	1,457,148	\$_	81,674	\$	3,711	\$_	1,542,533
Total expenses	\$_	2,293,192	\$	91,627	\$_	67,860	\$	2,452,679

# OPERATION STAND DOWN NASHVILLE, INC. (A TENNESSEE CORPORATION FOR NOT PROFIT) STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2010

Cash flows from operating activities:		
Change in net assets	\$	142,010
Adjustments to reconcile change in net assets to net		
cash used by operating activities:		
Depreciation		154,301
Donated fixed assets		(47,068)
Increase in accounts receivable		(40,758)
Decrease in grant funds receivable		2,940
Increase in prepaid expenses		(6,245)
Increase in accounts payable		58,349
Increase in accrued compensation	_	27,792
Net cash provided by operating activities	\$	291,321
Cash flows from financing activities:		
Repayment of line of credit	\$	(49,964)
Long-term borrowings		650,616
Repayment of loans from banks		(653,109)
Net cash used by financing activities	\$	(52,457)
Cash flows from investing activities:		
Purchase of property and equipment	\$	-
Net cash used by investing activities	\$	-
Net increase in cash	\$	238,864
Cash, beginning of period		60,989
Cash, end of period	\$	299,853
Supplemental information:		
Cash paid for interest expense	\$	61,175

# OPERATION STAND DOWN NASHVILLE, INC. (A TENNESSEE CORPORATION-NOT FOR PROFIT) SCHEDULE OF SUPPORT AND REVENUE FOR THE YEAR ENDED DECEMBER 31, 2010

U.S. Department of Veterans Affairs	\$	618,305
U.S. Department of Labor		510,000
U.S. Department of Housing and Urban Development		40,000
United Way		10,969
Metropolitan Nashville Development and Housing Agency		441,558
Contributions and assessments from:		
Designated account		226,205
Annual OSDN event		31,546
Client fees		44,377
Other monetary contributions		288,025
Other nonmonetary contributions	_	383,704
	\$_	2,594,689

### OPERATION STAND DOWN NASHVILLE, INC. (A TENNESSEE CORPORATION – NOT FOR PROFIT) NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2010

#### (1) ACCOUNTING POLICIES:

<u>Standards of Accounting and Financial Reporting</u> – The Agency follows the standards of accounting and financial reporting as reflected in the AICPA Audit and Accounting Guide *Not-for-Profit Organizations*.

In accordance with these standards, all expenses are allocated into functional categories, dependent upon the ultimate purpose of the expenditure.

<u>Fixed Assets</u> – Land, buildings, and equipment are stated at cost. Depreciation of fixed assets is calculated by the straight-line method over the estimated useful lives of the assets. Donated fixed assets are recorded at their fair market value at the date of donation.

<u>Estimates</u> – The preparation of financial statements in conformity with the generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements. Actual results could differ from those estimates.

#### (2) ORGANIZATION & GENERAL:

Operation Stand Down Nashville, Inc., (The Agency) was formed to assist military veterans in need of employment, medical treatment, legal assistance, sleeping quarters and other services from community and social service agencies.

#### (3) TAX STATUS:

The Agency is a nonprofit organization, exempt from income tax under Section 501 (c) 3 of the U.S. Internal Revenue Code. Contributions to the Agency qualify for the 50 percent charitable contributions limitation.

#### (4) NOTES PAYABLE:

Notes payable as of December 31, 2010 were as follows:

			Current Portion		Non- Current Portion
Line of credit payable to Renasant Bank, interest a secured by furniture, equipment and vehicles, subjection aximum availability of \$50,000.		\$	-	\$	-
Note payable to Renasant Bank, 5.25%, due in more installments of \$4,411.44, including interest, throug September, 2015, with a balloon payment of \$543,50 October, 2015, secured by substantially all the agent real estate.	h 05 due		19,407		628,072
		\$ =	19,407	\$ .	628,072
Future maturities of notes payable are as follows:					
Year ended December 31,					
2011	\$	19,4	107		
2012		20,4	151		
2013		21,5	551		
2014		22,7			
2015		563,3	360		
Thereafter		-			

### (5) SIGNIFICANT FUNDING SOURCES:

Operation Stand Down Nashville, Inc., receives a major portion of its funds from Federal grants and contracts from independent agencies for the conduct of its programs. A major reduction of funds from one of the grantor agencies, should this occur, would have a material effect on the programs and the financial position of the Agency.

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## (6) <u>LEASES</u>:

The agency currently operates from a facility leased under an agreement expiring in April, 2014. Rents paid under this lease amounted to \$67,314 in 2010.

Future minimum lease commitments are as follows:

2011	\$69,333
2012	71,413
2013	73,556
2014	31,025

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# 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 Operation Stand Down Nashville, Inc. Nashville, Tennessee

I have audited the financial statements of Operation Stand Down Nashville, Inc. as of and for the year ended December 31, 2010, and have issued my report thereon dated January 20, 2011. I conducted my 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.

#### **Internal Control Over Financial Reporting**

In planning and performing my audit, I considered Operation Stand Down Nashville's internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Operation Stand Down Nashville's internal control over financial reporting. Accordingly, I do not express an opinion on the effectiveness of the Company's internal control over financial reporting.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the company's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles, such that there is more than a remote likelihood that a misstatement of the company's financial statements that is more than inconsequential will not be prevented or detected by the company's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the company's internal control.

My consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control over financial reporting that I consider to be material weaknesses, as defined above.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Operation Stand Down Nashville's financial statements are free of material misstatement, I 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 my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the audit committee, management, and the U. S. Department of Education. However, this report is a matter of public record, and its distribution is not limited.

January 20, 2011

DAVID P. GUENTHER

#### DAVID P. GUENTHER

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#### INDEPENDENT AUDITOR'S REPORT ON SCHEDULE OF FEDERAL AWARDS

To the Board of Directors Operation Stand Down Nashville, Inc. Nashville, Tennessee

I have audited the financial statements of Operation Stand Down Nashville, Inc., (a Tennessee Corporation – Not For Profit) for the year ended December 31, 2010 and have issued my report thereon dated January 20, 2011. These financial statements are the responsibility of the management of Operation Stand Down Nashville, Inc. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my 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 I 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 general-purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

My audit was made for the purpose of forming an opinion on the financial statement of Operation Stand Down Nashville, Inc., taken as a whole. The accompanying Schedule of Federal Awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments and Non-Profit Organizations, and is not a required part of the basic financial statements. Such information had been subjected to the auditing procedures applied in the audit of the basic financial statements and, in my opinion, is fairly stated, in all material respects in relation to the basic financial statements taken as a whole.

January 20, 2011

DAVID P. GUENTHER

# OPERATION STAND DOWN NASHVILLE, INC. (A TENNESSEE CORPORATION FOR NOT PROFIT) SCHEDULE OF FEDERAL AWARDS FOR THE YEAR ENDED DECEMBER 31, 2010

CFDA NUMBER	PROGRAM		BALANCE, EC. 31, 2009	)	CASH RECEIPTS	TF	RANSFER! IN
	FEDERAL			-			
	TYPE A PROGRAMS	_					
97.024	Veterans Administration	_					
<i>,,,,</i> ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	01-004-SVC	\$	(9,601)	\$	124,031	\$	-
	Veterans Administration						
	01-004-TN		(33,368)		380,095		-
	Veterans Administration						
	05-6-TN		(10,595)	_	117,119	_	*
	<b>Total 97.024</b>	\$	(53,564)	\$	621,245	\$	_
17.804	Department of Labor	_		_			
	HV-19160-HVO	\$	-	\$	156,500	\$	-
	HV-19160-09-60-5-47		_		143,500		-
	VW-20702-10-60-5-47		-		210,000		-
	Total 17.804	\$		\$_	510,000	\$_	-
	Total Type A Programs	\$_	(53,564)	\$_	1,131,245	\$_	-
	TYPE B PROGRAMS						
14.231	Department of Housing & Urban Develo	pm	ent				
	TN57B4J040801	\$	-	\$	20,000	\$	_
	TN57B4J040802		-		20,000		-
	Total 14.231	\$	-	\$_	40,000	\$	-
	Total Type B Programs	\$	-	\$_	40,000	\$_	-
	Total Federal Funds	\$_	(53,564)	\$_	1,171,245	\$	-
	<b>Total Grant Funds</b>	\$_	(53,564)	\$_	1,171,245	\$	-

\$	-	\$	123,946	\$	-	\$	-	\$	-	\$	(9,601)
	-		377,155		-		-		-		(33,368)
<b>Potentials</b>	-		117,204	. <u>-</u>	<b></b>		<b>-</b>		_		(10,680)
<b>\$</b> _	-	_ \$	618,305	\$_	-	_ \$	•	_ \$	<b>1</b>	_ \$_	(50,624)
\$	<u>-</u>	\$	156,500 143,500	\$	- -	\$	-	\$		\$	-
<u>\$</u> _	-	_ \$	210,000 510,000	* <u></u>	-	_	-	_	-	_	-
\$	No.	\$	1,128,305	\$_	-	_ \$_	-	_ \$	-	- \$_	(50,624)
\$	-	\$	20,000 20,000	\$	-	\$	<u>-</u>	\$	-	\$	-
\$	<u> </u>	\$	40,000	\$	-	- \$_	-	_ \$	-	_ \$_	id .
\$	-	_ \$	40,000	\$_		_ \$	-	_ \$	•	_ \$_	-
\$	-	_ \$	1,168,305	\$_	-	_ \$	•	_ \$	<b>.</b>	_ \$_	(50,624)
\$	<b>.</b>	\$	1,168,305	\$	=	\$	<u>.</u>	\$	-	\$	(50,624)

### OPERATION STAND DOWN NASHVILLE, INC. (A TENNESSEE CORPORATION – NOT FOR PROFIT) NOTES TO SCHEDULE OF FEDERAL AWARDS FOR THE YEAR ENDED DECEMBER 31, 2009

### (1) ACCOUNTING POLICIES:

The books and records supporting the Schedule of Federal Awards are maintained on the accrual basis of accounting, whereby revenues are recorded as earned, and expenses are recorded as incurred.

### OPERATION STAND DOWN NASHVILLE, INC. (A TENNESSEE CORPORATION – NOT FOR PROFIT) SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED DECEMBER 31, 2010

- 1) Summary of the auditor's results:
  - i) Type of independent auditor's report issued unqualified.
  - ii) Reportable conditions in internal control none noted in the course of the audit.
  - iii) Evidence of material noncompliance none noted in the course of the audit.
  - iv) Reportable conditions in internal control over major programs none.
  - v) Type of report issued on compliance for major programs unqualified.
  - vi) Audit findings which are required to be reported under OMB Circular A-133, Sect. 510(a) none.
  - vii) Type A programs identified:

CFDA#	Grantor Agency	<b>Grant Number</b>
97.024	Veterans Administration	01-004-TN
97.024	Veterans Administration	05-6-TN
97.024	Veterans Administration	01-004-SVC
17.804	Department of Labor	HV 19160-HVO
17.804	Department of Labor	HV 19160-09-60-5-47
17.804	Department of Labor	VW 20702-10-60-5-47

- viii) Dollar threshold used to distinguish between Type A and Type B programs: \$300,000.
- ix) The auditee qualifies as a low-risk auditee under OMB Circular A-133, Sect. 530.
- 2) Findings relating to the financial statement, which are required to be reported under Generally Accepted Governmental Auditing Standards none.
- 3) Findings and questioned costs for Federal awards including audit findings as defined under OMB Circular A-133, Sect. 510 none.