FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT

**JUNE 30, 2010 AND 2009** 

# PROJECT FOR NEIGHBOORHOOD AFTERCARE, INC. Financial Statements JUNE 30, 2010 AND 2009

#### **Table of Contents**

	<u>Page</u>
Independent Auditor's Report	1
Statements of Financial Position	2
Statements of Activities	3
Statements of Functional Expenses	4-5
Statements of Cash Flows	6
Notes to Financial Statements	7-10



#### CPA for the Not-For-Profit Sector

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#### INDEPENDENT AUDITOR'S REPORT

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

We have audited the accompanying statements of financial position of Project for Neighborhood Aftercare, Inc. as of June 30, 2010 and 2009, 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, 2010 and 2009, 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.

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October 4, 2010

#### PROJECT FOR NEIGHBORHOOD AFTERCARE, INC. STATEMENTS OF FINANCIAL POSITION JUNE 30, 2010 AND 2009

#### **ASSETS**

	2010	2009
Current Assets		<del></del>
Cash	\$ 94,104	\$ 89,420
Grants receivable	17,483	46,243
Prepaid expenses	2,045	2,045
Total current assets	\$ 113,632	\$ 137,708
Property and Equipment		
Office furniture and equipment	4,880	4,880
Computer software	15,088	15,088
Computer equipment	46,876	46,876
	66,844	66,844
Less: accumulated depreciation	(40,487)	(30,142)
Total property and equipment	26,357	36,702
Other Assets		
Deposits		1,175
Total assets	\$ 139,989	\$ 175,585
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable	\$ 1,482	\$ 186
Accrued liabilities	519	4,018
Deferred Revenue	5,479	20,584
Total Current Liabilities	7,480	24,788
Net Assets		
Unrestricted	132,509	150,797
Total liabilities and net assets	\$ 139,989	\$ 175,585

### PROJECT FOR NEIGHBORHOOD AFTERCARE, INC. STATEMENTS OF ACTIVITIES

	2010 <u>Unrestricted</u>	2009 <u>Unrestricted</u>	
Revenue			
Grant income	\$ 95,622	\$ 480,285	
Contributions	42,942	106,176	
Program fees	298,669	119,785	
Restitution of program funds	-	15,213	
Interest income	26	1,400	
Miscellaneous income	416	1,397	
Total Revenue	437,675	724,256	
Expenses			
Program services	369,099	642,337	
Management and general	76,400	83,418	
Fundraising	10,464	16,877	
Total expenses	455,963	742,632	
Change in net assets	(18,288)	(18,376)	
Net assets at beginning of year	150,797_	169,173	
Net assets at end of year	\$ 132,509	\$ 150,797	

## PROJECT FOR NEIGHBORHOOD AFTERCARE, INC. STATEMENT OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED JUNE 30, 2010

		Program <u>Services</u>	anagement nd General	<u>Fu</u>	ndraising	9	Total <u>Expenses</u>
Payroll	\$	242,961	\$ 45,044	\$	6,895	\$	294,900
Payroll taxes	•	21,943	537		130		22,610
Retirement plan		1,629	1,834		281		3,744
Health insurance		4,166	4,693		718		9,577
Total compensation		270,699	52,108		8,024		330,831
Bank charges		30	1,720		-		1,750
Data management		4,041	.,				4,041
Depreciation		9,722	542		81		10,345
Dues and subscriptions		210	583				793
Food - Program		36,744	_		-		36,744
Incentive/awards		211	55		8		274
Insurance		11,267	211		32		11,510
Licenses and permits		1,280	20		300		1,600
Miscellaneous		340	338		52		730
Office supplies		1,103	1,244		190		2,537
Printing and reproduction		892	246		10		1,148
Professional fees		-	6,500		<b>-</b> ,		6,500
Program supplies		6,907	-		-		6,907
Rent		5,307	5,978		915		12,200
Occupancy		657	741		113		1,511
Special events		4,260	-				4,260
Staff training		713	813		-		1,526
Storage		385	433		66		884
Telephone		7,528	3,908		598		12,034
Meals and entertainment		203	419		=		622
Travel and entertainment		6,600	541		75		7,216
Total expenses	\$	369,099	\$ 76,400	\$	10,464	\$	455,963
Current year's percentages		80.95%	16.76%		2.29%		100.00%

## PROJECT FOR NEIGHBORHOOD AFTERCARE, INC. STATEMENT OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED JUNE 30, 2009

	Program Services	lanagement Ind General	<u>Ft</u>	undraising		Total <u>Expenses</u>
Payroll	\$ 427,675	\$ 43,723	\$	11,982	\$	483,380
Payroll taxes	32,683	3,344	•	917	,	36,944
Retirement plan	1,629	1,834		281		3,744
Health insurance	4,514	5,084		778		10,376
Total compensation	466,501	53,985		13,958		534,444
Marketing	323			_		323
Bank charges	=	663		=		663
Depreciation	10,448	2,500		180		13,128
Dues and subscriptions	347	429		125		901
Employee screening	-	144		-		144
Equipment	-	273		-		273
Food - Program	92,016	-		-		92,016
Incentive/awards	1,733	389				2,122
Insurance	15,365	488		72		15,925
Licenses and permits	=	20		300		320
Miscellaneous	170	115		-		285
Disposal of assets	-	532		_		532
Office supplies	1,667	1,844		282		3,793
Printing and reproduction	1,727	90		152		1,969
Professional fees	=	6,500		-		6,500
Program supplies	27,163	=		-		27,163
Rent	5,292	5,963		912		12,167
Occupancy	846	952		146		1,944
Special events	4,087	-		-		4,087
Staff training	455	2,964		-		3,419
Storage	313	353		54		720
Telephone	8,688	4,013		614		13,315
Meals and entertainment	164	747		-		911
Travel and entertainment	5,032	454		82		5,568
Total expenses	\$ 642,337	\$ 83,418	\$	16,877	\$	742,632
Current year's percentages	86.49%	11.23%		2.27%		100.00%

#### PROJECT FOR NEIGHBORHOOD AFTERCARE, INC. STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED JUNE 30, 2010 AND 2009

Cash Flows From Operating Activities:	2010	2009
Change in net assets	\$ (18,288)	\$ (18,376)
Adjustments to reconcile increase in net assets to		
net cash provided by operating activities:		
Depreciation	10,345	13,128
Loss on disposal of fixed assets	-	532
Changes in operating assets and liabilities:		
Grants receivable	28,760	6,023
Prepaid expenses	-	53
Other assets	1,175	-
Accounts payable	1,296	(663)
Accrued liabilities	(3,499)	(1,529)
Deferred revenue	(15,105)	(2,626)
Net cash (used in) provided by operating activities	4,684	(3,458)
Cash flows From Investing Activities		
Purchases of property and equipment		(28,238)
Net cash used in investing activities		(28,238)
Net (decrease) increase in cash and cash equivalents	4,684	(31,696)
Cash at beginning of year	89,420	121,116
Cash at end of year	\$ 94,104	\$ 89,420
Supplemental schedule of noncash operating activities:		
In-kind contributions of food for program services	\$ 34,539	\$ 85,563
In-kind contributions of computer software		3,069
Total In-kind contributions	\$ 34,539	\$ 88,632

Notes to Financial Statements June 30, 2010 and 2009

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **Nature of Activities**

The Project for Neighborhood Aftercare, Inc. (the Organization) is a nonprofit after-school program in Metro schools located in Nashville, Tennessee for children in kindergarten through eighth grade. The Organization'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 charged a weekly fee as well as a semester registration fee and are neighborhood-based and academically-enriched. The Organization 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.

<u>Temporarily restricted net assets</u> – 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 Organization 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, 2010 and at June 30, 2009, the Project had no cash equivalents.

Notes to Financial Statements June 30, 2010 and 2009

#### 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 Organization 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 Organization, 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 Organization'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 \$10,345 and \$13,128, for the years ended June 30, 2010 and 2009, 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, 2010 and 2009

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

#### **Income Taxes**

The Organization is a nonprofit organization exempt from income taxes under Section 501 (c) (3) of the Internal Revenue Code, and the Organization 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 Organization leased its office facilities under an operating lease. This lease was terminated by the Organization in April 2010. Rent expense for the years ended June 30, 2010 and June 30, 2009 totaled \$12,200 and \$12,167, respectively.

#### **NOTE 3 – RETIREMENT PLAN**

The Organization adopted a retirement plan for the Executive Director and the Director of Finance on August 31, 1999. For both years ended June 30, 2010 and June 30, 2009, the Organization contributed \$72 each pay period for each employee. As such, the Organization contributed \$3,744 for each of the years ended June 30, 2010 and June 30, 2009, respectively.

#### NOTE 4 – DONATED FOOD & SUPPLIES

Metro Nashville Public Schools and Second Harvest Food Bank donated food to the Organization during the years ended June 30, 2010 and June 30, 2009. A software vendor donated computer software to the Organization during the year ended June 30, 2009.

Notes to Financial Statements June 30, 2010 and 2009

#### NOTE 4 - DONATED FOOD & SUPPLIES - continued

Donated food and computer software are used in the ongoing operations of the Organization and are reflected as contributions in the statements of activities at its fair value at the date of receipt. The value of donated food is \$34,539 and \$85,563 for the years ended June 30, 2010 and June 30, 2009, respectively, and is included in the statement of activities as food expense. The value of computer software is \$3,069 for the year ended June 30, 2009 and is capitalized as computer software in the statement of financial position.

#### **NOTE 5 – RELATED PARTY**

For the year ended June 30, 2009, a member of the board of Directors, Corine Jackson, is the coordinator of the community education department with the Metropolitan Nashville Public Schools and served as the administrator for the Organization's grant funds from the Metropolitan Nashville Public Schools for the year ended June 30, 2009.

#### **NOTE 6 – RESTITUTION OF PROGRAM FUNDS**

In October 2008, the Organization received payment in the amount of \$15,213 as full restitution of program funds from a former employee. This former employee misappropriated the Organization's program funds during the year ended June 30, 2007. Amount is included as a separate revenue line item in the statement of activities for fiscal year ended June 30, 2009.