FINANCIAL STATEMENTS

JUNE 30, 2009 and 2008

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# MULLINS CLEMMONS & MAYES, PLLC

CERTIFIED PUBLIC ACCOUNTANTS

# INDEPENDENT AUDITORS' REPORT

To the Board of Directors of CASA, Inc.:

We have audited the accompanying statements of financial position of CASA, Inc. (a nonprofit organization) as of June 30, 2009 and 2008, and the related statements of activities and changes in net assets, cash flows, and functional expenses for the years then ended. These financial statements are the responsibility of CASA, Inc.'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 CASA, Inc. as of June 30, 2009 and 2008, 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 of America.

Mullim Clemman: Mayes, PLLC

Brentwood, Tennessee November 25, 2009

# STATEMENTS OF FINANCIAL POSITION JUNE 30, 2009 AND 2008

	2009	2008
<u>ASSETS</u>		
CURRENT ASSETS:		
Cash and cash equivalents	\$ 95,414	\$ 238,306
Unconditional promises to give, net	57,687	56,612
Grants receivable	3,750	3,750
Prepaid expenses and other current assets	3,981	3,967
Total current assets	160,832	302,635
PROPERTY, PLANT AND EQUIPMENT, net	315,892	331,216
OTHER ASSETS:		
Beneficial interest in agency (functional)		
endowment fund held by		
Community Foundation of Middle Tennessee	15,544	19,509
Utility deposits	550	550
Total other assets	16,094	20,059
TOTAL ASSETS	\$ 492,818	\$ 653,910
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES:		
Accounts payable and accrued liabilities	\$ 10,208	\$ 21,217
Current maturities of long-term debt		56,000
Total current liabilities	10,208	77,217
NET ASSETS:		
Unrestricted:		
Designated for beneficial interest in agency		
(functional) endowment fund	15,544	19,509
Undesignated	390,572	462,653
Total unrestricted	406,116	482,162
Temporarily restricted	76,494	94,531
Total net assets	482,610	576,693
TOTAL LIABILITIES AND NET ASSETS	\$ 492,818	\$ 653,910

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

CASA, INC.

# STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS FOR THE YEAR ENDED JUNE 30, 2009

	Un	restricted	nporarily estricted	Total
REVENUES, GAINS AND OTHER SUPPORT:				
Contributions	\$	300,313	\$ 68,925	\$ 369,238
Grants		15,000	-	15,000
Special events		161,033	7,500	168,533
Net investment return		2,036	•	2,036
Change in value of beneficial interest in agency (functional) endowment fund held by				
Community Foundation of Middle Tennessee		(3,965)	-	(3,965)
Miscellaneous income		13,466	-	13,466
Total		487,883	76,425	564,308
Net assets released from restrictions		94,462	(94,462)	 -
Total revenues, gains and other support		582,345	(18,037)	564,308
EXPENSES:		070 470		070 470
Program services		372,472	-	372,472
Fundraising		163,155	-	163,155
Management and general		122,764	 -	 122,764
Total expenses		658,391	 -	 658,391
CHANGE IN NET ASSETS		(76,046)	(18,037)	(94,083)
NET ASSETS: Beginning of year		482,162	 94,531	 576,693
End of year	\$	406,116	\$ 76,494	\$ 482,610

CASA, INC.

# STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS FOR THE YEAR ENDED JUNE 30, 2008

	Temporarily Unrestricted Restricted		Total
REVENUES, GAINS AND OTHER SUPPORT:			
Contributions	\$ 346,173	\$ 90,870	\$ 437,043
Grants	16,000	-	16,000
Special events	119,998	-	119,998
Net investment return	9,331	-	9,331
Change in value of beneficial interest in agency (functional) endowment fund held by			
Community Foundation of Middle Tennessee	(1,273)	-	(1,273)
Miscellaneous income	582		582
Total	490,811	90,870	581,681
Net assets released from restrictions	132,458	(132,458)	
Total revenues, gains and other support	623,269	(41,588)	581,681
EXPENSES:			
Program services	385,381	-	385,381
Fundraising	120,374	-	120,374
Management and general	72,951	-	72,951
Total expenses	578,706	-	578,706
CHANGE IN NET ASSETS	44,563	(41,588)	2,975
NET ASSETS:			
Beginning of year	437,599	136,119	573,718
End of year	\$ 482,162	\$ 94,531	\$ 576,693

CASA, INC.

# STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED JUNE 30, 2009 AND 2008

	2009	2008
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets	\$ (94,083)	\$ 2,975
Adjustments to reconcile change in net assets		
to net cash provided by (used in) operating activities:		
Depreciation	15,324	15,173
Discount on unconditional promises to give	-	(70)
Change in value of beneficial interest in agency		
(functional) endowment fund	3,965	(9,777)
Net changes in operating assets and liabilities:		
Unconditional promises to give	(1,075)	32,213
Prepaid expenses and other assets	(14)	(24)
Accounts payable and accrued liabilities	(11,009)	11,918_
Net cash provided by (used in) operating activities	(86,892)	52,408
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchases of property, plant, and equipment	_	(16,494)
Net cash used in investing activities	<del></del>	(16,494)
Net cash used in investing activities	<del></del>	(10,494)
CASH FLOWS FROM FINANCING ACTIVITIES:		
Payments on long-term borrowings	(56,000)	(56,000)
Net cash used in financing activities	(56,000)	(56,000)
NET CHANGE IN CASH AND CASH EQUIVALENTS	(142,892)	(20,086)
CASH AND CASH EQUIVALENTS:		
Beginning of year	238,306	258,392
End of year	¢ 05.414	<b>\$</b> 220 206
End of year	\$ 95,414	\$ 238,306
SUPPLEMENTAL CASH FLOW INFORMATION:		
Cash paid for interest	\$ 1,639	\$ 6,276

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

CASA, INC.

STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2009

	P	rogram			Mai	nagement and	
		Services	Fu	ndraising		Seneral	 Total
Salaries and employee benefits	\$	306,380	\$	83,710	\$	98,650	\$ 488,740
Professional and temporary							
services		5,760		14,104		10,823	30,687
Insurance expense		7,632		1,049		1,008	9,689
Supplies		5,312		825		1,153	7,290
Meetings expense		138		15		409	562
Communication		10,578		3,879		2,023	16,480
Community awareness/education		30		•		30	60
Special events		425		54,809		15	55,249
Occupancy costs		5,806		794		1,849	8,449
Equipment expense		1,859		255		484	2,598
Travel		630		-		25	655
Professional development							
and training		2,777		595		942	4,314
Board development		-		-		878	878
Volunteer development		7,879		-		254	8,133
Dues and subscriptions		900		702		997	2,599
Fees		3,111		767		637	4,515
Interest		996		272		321	1,589
Miscellaneous expense		-		-		580	580
Bad debts		-		-		-	-
Total expenses before			-				
depreciation expense		360,213		161,776		121,078	643,067
Depreciation expense		12,259		1,379		1,686	 15,324
Total expenses	_\$_	372,472	\$	163,155	\$	122,764	\$ 658,391

CASA, INC.

STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2008

	Program Services	Fundraising	Management and General	Total
Salaries and employee benefits	\$ 315,832	\$ 71,221	\$ 47,087	\$ 434,140
Professional and temporary				
services	4,942	760	8,056	13,758
Insurance expense	6,950	896	1,988	9,834
Supplies	5,191	676	1,013	6,880
Meetings expense	64	67	492	623
Communication	12,508	2,833	1,947	17,288
Community awareness/education	-	30	113	143
Special events	500	37,234	-	37,734
Occupancy costs	5,616	777	1,371	7,764
Equipment expense	2,526	371	463	3,360
Travel	795	-	35	830
Professional development				
and training	787	87	2,572	3,446
Board development	-	-	4,058	4,058
Volunteer development	11,385	306	•	11,691
Dues and subscriptions	263	478	1,019	1,760
Fees	2,055	1,037	257	3,349
Interest	4,566	1,030	680	6,276
Miscellaneous expense	363	82	154	599
Bad debts				
Total expenses before				
depreciation expense	374,343	117,885	71,305	563,533
Depreciation expense	11,038	2,489	1,646	15,173
Total expenses	\$ 385,381	\$ 120,374	\$ 72,951	\$ 578,706

# NOTES TO FINANCIAL STATEMENTS JUNE 30, 2009 AND 2008

#### NOTE 1 - THE ENTITY

CASA, Inc. ("CASA"), which stands for "Court Appointed Special Advocate", was organized in September 1984 to train and supervise volunteers to act as advocates for children in foster care in Nashville, Tennessee.

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

# **Accounting Periods**

All references to 2009 and 2008 in these financial statements refer to the years ended June 30, 2009 and 2008, respectively, unless otherwise noted.

# **Financial Statement Presentation**

CASA is required to report information regarding its financial position and activities according to three classes of net assets as follows:

**Unrestricted** – This class includes net assets that are not subject to any donor-imposed restrictions. Unrestricted net assets may be designated for specific purposes by action of the Board of Directors.

Temporarily Restricted – This class includes net assets whose use by CASA is subject to donor-imposed restrictions that can be fulfilled by actions of CASA pursuant to those restrictions or that expire by the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Additionally, any temporarily restricted contributions whose restrictions are met in the same reporting year are shown as unrestricted revenues.

**Permanently Restricted** – This class includes net assets subject to donor-imposed restrictions that require the assets to be maintained permanently by CASA. Generally, the donors of these assets permit CASA to use all or part of the income earned on any related investments for general or specific purposes.

See Note 7 for further details related to net assets.

# **Contributions and Promises to Give**

Contributions are recognized as revenues when the donor makes a promise to give to CASA that is, in substance, unconditional. 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.

CASA. INC.

# NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2009 AND 2008

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

# **Contributions and Promises to Give (continued)**

CASA uses the allowance method to determine uncollectible unconditional promises receivable. The allowance is based on prior years' experience and management's analysis of specific promises made. At June 30, 2009 and 2008, management deemed all promises receivable to be fully collectible, and no allowances have been recorded.

See Note 3 for further details.

# **Grants Receivable**

CASA receives grants from state and local government agencies. Grant revenue is recognized in the period in which a liability is incurred for eligible expenditures under the terms of the grant.

# Cash and Cash Equivalents

For purposes of the statement of cash flows, CASA considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

CASA may, at times, maintain bank accounts whose balances exceed federally insured limits. However, CASA has not experienced any losses in such accounts, and believes it is not exposed to any significant credit risk related to cash and cash equivalents.

# **Agency (Functional) Endowment Fund**

CASA's beneficial interest in an agency (functional) endowment fund held by the Community Foundation of Middle Tennessee is recognized as an asset. Investment income and changes in the value of the fund are recognized in the statement of activities, and distributions received from the fund are recorded as decreases in the beneficial interest.

# **Property, Plant and Equipment**

Property, plant and equipment are recorded at cost at the date of purchase or fair value at the date of gift. Depreciation expense is computed by using the straight-line method over the estimated useful lives of the related assets, which range from five to ten years for furniture and equipment and thirty years for the building. All expenditures for property, plant and equipment in excess of \$500 are capitalized.

See Note 5 for further details.

CASA. INC.

# NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2009 AND 2008

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

# **Income Taxes**

CASA is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code, and is not classified as a private foundation. Accordingly, no provision for income taxes is included in the accompanying financial statements.

# **Donated Materials and Services**

Donated services are recognized, at fair value, if they create or enhance nonfinancial assets or require specialized skills and would be purchased by CASA if not contributed. CASA received a substantial amount of donated services from unpaid volunteers which did not meet the criteria for recognition.

Donated assets and rights or benefits (e.g. leases, etc.) are recognized at fair value on the date contributed.

# **Functional Allocation of Expenses**

Expenses, which are directly related to a function, are charged to that function. Expenses that are related to more than one function are allocated to the applicable functions based upon various allocation methods in order to reflect the total cost of each function.

### **Estimates**

The preparation of financial statements in conformity with U.S. 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.

### Reclassifications

Certain reclassifications have been made to the 2008 financial statements to make them consistent with the presentation in the 2009 financial statements. These reclassifications did not have a significant impact on the previously reported financial position, changes in net assets, and cash flows of CASA.

# **Events Occurring After the Reporting Date**

CASA has evaluated events and transactions that occurred between June 30, 2009 and November 25, 2009, which is the date that the financial statements were available to be issued, for possible recognition or disclosure in the financial statements.

# NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2009 AND 2008

# **NOTE 3 - PROMISES TO GIVE**

Unconditional promises to give consisted of the following at June 30, 2009 and 2008:

			2008		
Memorial Foundation	\$	30,000	\$	-	
National CASA		-		31,000	
Baptist Healing Trust		11,962		-	
National Council of Jewish Women		5,000		-	
Tennessee Bar Foundation		3,000		5,000	
Corporations		7,000		14,800	
Capital campaign		725		5,812	
Total unconditional promises to give	\$	57,687	\$	56,612	

All of the above promises are intended to provide funding for the fiscal year following the date of the promise.

# NOTE 4 – AGENCY (FUNCTIONAL) ENDOWMENT FUND

CASA has a beneficial interest in the CASA of Nashville Fund, an agency (functional) endowment fund held by the Community Foundation of Middle Tennessee (the "Community Foundation"). Earnings on this fund are used to train and supervise volunteers to act as advocates for children in foster care. CASA has granted variance power to the Community Foundation, and the Community Foundation has the ultimate authority and control over the fund and its related income. The fund is charged a 0.4% administrative fee annually. Upon request by CASA, income from the fund representing a specified annual return may be distributed to CASA or to another suggested beneficiary.

# NOTE 5 - PROPERTY, PLANT AND EQUIPMENT

Property, plant and equipment consisted of the following at June 30, 2009 and 2008:

	2009	2008
Land	\$ 28,600	\$ 28,600
Building	329,273	329,273
Office furniture and equipment	63,890_	63,890
Total cost	421,763	421,763
Less accumulated depreciation	(105,871)	(90,547)
Property, plant and equipment, net	\$ 315,892	\$ 331,216

# NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2009 AND 2008

# NOTE 6 - LINE OF CREDIT AND NOTE PAYABLE

The bank installment note was due in annual principal payments of at least \$56,000 plus interest payable monthly at a floating interest rate of LIBOR plus 1.80% through April 22, 2009. The note was secured by the land and building. During 2009, this note was paid in full, as scheduled.

Subsequent to June 30, 2009, CASA obtained a revolving line of credit from its bank. The agreement provides for maximum borrowings of \$70,000. Interest is payable monthly at an annual rate of 1% over the bank's prime rate, and principal is payable upon demand by the bank. The line of credit is collateralized by any deposits held by the bank, as well as CASA's real estate.

# **NOTE 7 - NET ASSETS**

Temporarily restricted net assets consisted of the following at June 30, 2009 and 2008:

	2009	2008
Memorial Foundation	\$ 30,000	\$ 35,000
Corrections Corporation of America	7,000	10,000
National CASA	•	31,000
Other Foundations	31,427	12,152
Fall 2009 Golf Tournament	7,500	-
Building Fund	-	5,812
Lani Wilkeson Fund	567	567
Total temporarily restricted net assets	\$ 76,494	\$ 94,531

There were no permanently restricted net assets at June 30, 2009 and 2008.

Net assets were released from donor restrictions by incurring expenses satisfying the restrictions or by the passage of time restrictions during 2009 and 2008 as follows:

	2009		2008	
Building Fund	\$	5,812	\$	13,644
United Way		-		51,869
Memorial Foundation		35,000		35,000
Corrections Corporation of America		10,000		12,500
National CASA		31,000		10,417
Other Foundations		12,650		9,028
Total net assets released from restrictions	\$	94,462	\$	132,458

### CASA. INC.

# NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2009 AND 2008

#### NOTE 8 - SPECIAL EVENTS AND FUNDRAISING

Unrestricted revenues and direct expenses relating to special events consisted of the following for the years ended June 30, 2009 and 2008:

	2009	2008
Revenues	\$ 161,033	\$ 119,998
Expenses	(55,249)	(37,734)
Excess of revenues over expenses	\$ 105,784	\$ 82,264

# **NOTE 9 - COMMITMENTS**

Grant expenditures are subject to review and audit by the grantor agencies. Although such audits could result in disallowance of expenditures, management believes that any required reimbursements would not be significant. Accordingly, no provision has been made for potential reimbursements to the grantor.

#### NOTE 10 - EMPLOYEE BENEFIT PLAN

CASA has a defined contribution employee benefit plan for eligible employees under provisions of section 401(k) of the Internal Revenue Code. Employees may elect to contribute a percentage of their compensation, subject to certain limitations, to the plan on a pre-tax basis. Annual employer contributions, if any, to the plan are declared at the discretion of the Board of Directors. No such contributions were made in 2009 or 2008.

### NOTE 11 - CONCENTRATIONS OF CREDIT RISK

Financial instruments that potentially subject CASA to concentrations of credit risk principally consist of promises to give and grants receivable. Promises to give and grants receivable represent concentrations of credit risk to the extent they are receivable from concentrated sources. At June 30, 2009, promises to give and grants receivable due from the single largest source totaled approximately \$30,000 or 48.8% of promises to give and grants receivable. At June 30, 2008, promises to give and grants receivable due from the single largest source totaled approximately \$31,000 or 51.4% of promises to give and grants receivable.

The top ten contributors and grantors of CASA provided approximately \$192,000 or 35% of the total revenue, gains and support for the year ended June 30, 2009 and approximately \$260,000 or 45% for the year ended June 30, 2008.

# NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2009 AND 2008

# **NOTE 12 - FAIR VALUE MEASUREMENTS**

In September 2006, the Financial Accounting Standards Board ("FASB") issued Statement of Financial Accounting Standards No. 157, Fair Value Measurements ("SFAS 157") in order to establish a single definition of fair value and a framework for measuring fair value on a consistent basis. SFAS 157 also expands disclosures about fair value measurements. SFAS 157 applies whenever other authoritative literature requires or permits certain assets or liabilities to be measured at fair value, but does not expand the use of fair value. SFAS 157 was originally effective for financial statements issued for fiscal years beginning after November 15, 2007.

In early 2008, the FASB issued Staff Position (FSP) FAS-157-2, Effective Date of FASB Statement No. 157, which delayed, by one year, the effective date of SFAS 157 for all non-financial assets and non-financial liabilities, except those that are recognized or disclosed at fair value in the financial statements on a recurring basis (at least annually). The delay pertains to items including, but not limited to, non-financial assets and non-financial liabilities initially measured at fair value in a business combination, non-financial assets (such as real estate or donations in kind) recorded at fair value at the time of donation, and long-lived assets measured at fair value for impairment assessment. CASA does not expect SFAS 157 to have a significant effect on the determination of fair value related to non-financial assets and non-financial liabilities in the initial effective year.