### TENNESSEE QUALITY AWARD, INC. D/B/A TENNESSEE CENTER FOR PERFORMANCE EXCELLENCE

### FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORT

**DECEMBER 31, 2006 AND 2005** 

### TENNESSEE QUALITY AWARD, INC. D/B/A TENNESSEE CENTER FOR PERFORMANCE EXCELLENCE

### TABLE OF CONTENTS

	Page
Independent Auditors' Report	3
Financial Statements:	
Statements of Financial Position	4
Statements of Activities	5
Statements of Cash Flows	6
Statements of Functional Expenses	7
Notes to Financial Statements	8



#### INDEPENDENT AUDITORS' REPORT

Board of Directors
Tennessee Quality Award, Inc. d/b/a
Tennessee Center For Performance Excellence
Nashville, Tennessee

We have audited the accompanying statement of financial position of Tennessee Quality Award, Inc. d/b/a Tennessee Center For Performance Excellence ("TNCPE") as of December 31, 2006 and 2005, and the related statement of activities, cash flows, and functional expenses for the years then ended. These financial statements are the responsibility of the TNCPE's management. 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. 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 audit provides 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 Tennessee Quality Award, Inc. d/b/a Tennessee Center For Performance Excellence as of December 31, 2006 and 2005, 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.

Bellenfant & Mîles, P.C.

June 29, 2007

# TENNESSEE QUALITY AWARD, INC. D/B/A TENNESSEE CENTER FOR PERFORMANCE EXCELLENCE STATEMENTS OF FINANCIAL POSITION <u>DECEMBER 31, 2006 AND 2005</u>

### **ASSETS**

		2006		2005				
Assets Cash and cash equivalents Accounts receivable Contributions receivable Office and equipment,	\$	89,760 19,124 70,750	\$	15,353 28,596 83,000				
net accumulated depreciation		3,491		5,954				
TOTAL ASSETS	\$	183,125	\$	132,903				
LIABILITIES AND	NET ASSETS							
		•						
Liabilities Accounts payable Obligation under capital lease	\$	36,765	\$	24,238 1,925				
Total Liabilities		36,765		26,163				
Net Assets Unrestricted Temporarily restricted		75,610 70,750		23,740 83,000				
Total Net Assets		146,360	<del> </del>	106,740				
TOTAL LIABILITIES AND NET ASSET	S \$	183,125	\$	132,903_				

### TENNESSEE QUALITY AWARD, INC. D/B/A TENNESSEE CENTER FOR PERFORMANCE EXCELLENCE STATEMENTS OF ACTIVITIES DECEMBER 31, 2006 AND 2005

	2006					2005							
	Temporarily							Temporarily					
	Uı	restricted	Restricted		Total		Un	restricted	Restricted			Total	
Support and Revenue													
Public Support:					_		•	101 606	•	22.750	•	144 275	
Contributions and memberships	\$	130,040	\$	37,750	\$	167,790	\$	121,625	\$	22,750	\$	144,375	
Application and site visit fees		89,116		-		89,116		61,552		•		61,552	
Special events - banquet		22,987		-		22,987		19,047		•		19,047	
Conference and workshops		99,568		-		99,568		67,608		•		67,608	
Other		7,680		-		7,680		5,400		-		5,400	
Net assets released in satisfaction of time restrictions	_	50,000		(50,000)				55,000		(55,000)			
TOTAL REVENUES		399,391		(12,250)		387,141		330,232		(32,250)		297,982	
Expenses													
Program services:													
Quality award program		309 <b>,3</b> 87		-		309,387		274,604		•		274,604	
Supporting services:													
Management and general		26,715		-		26,715		24,587		-		24,587	
Fundraising	_	11,419	_			11,419		10,224	_		_	10,224	
TOTAL EXPENSES	_	347,521			_	347,521		309,415	_	<u> </u>		309,415	
CHANGE IN NET ASSETS		51,870		(12,250)		39,620		20,817		(32,250)		(11,433)	
NET ASSETS - BEGINNING OF YEAR		23,740		83,000		106,740		2,923		115,250		118.173	
NET ASSETS - END OF YEAR	\$	75,610	\$	70,750	<u>s</u> _	146,360	<u>\$</u>	23,740	\$	83,000	<u>s</u>	106,740	

# TENNESSEE QUALITY AWARD, INC. D/B/A TENNESSEE CENTER FOR PERFORMANCE EXCELLENCE STATEMENTS OF ACTIVITIES DECEMBER 31, 2006 AND 2005

	2006					
CASH FLOWS FROM OPERATING ACTIVITIES:						
Change in net assets:	\$	39,620	\$	(11,433)		
Adjustments to reconcile change in unrestricted assets to net cash flows provided (used) by operating activities:						
Depreciation of office and equipment		2,463		2,654		
(Increase) Decrease in operating assets: Accounts receivable Contributions receivable		9,472 12,250		(7,251) 32,250		
Increase (Decrease) in operating liabilities: Accounts payable		12,527		(1,253)		
Net cash (used) provided by operating activities		76,332		14,967		
CASH FLOWS FROM FINANCING ACTIVITIES:						
Payments on capital lease obligation		(1,925)		(4,038)		
Net cash used for financing activities		(1,925)	-	(4,038)		
Net increase (decrease) in cash and cash equivalents		74,407		10,929		
Cash - beginning of year		15,353	<del></del>	4,424		
Cash - end of year	\$	89,760	\$	15,353		

# TENNESSEE QUALITY AWARD, INC. D/B/A TENNESSEE CENTER FOR PERFORMANCE EXCELLENCE STATEMENTS OF FUNCTIONAL EXPENSES <u>DECEMBER 31, 2006 AND 2005</u>

2005

						2005													
	Program Servic	n Services Supporting Services		ces Supporting Services			Supporting Services			Prog	ram Services	Supporting Services							
	Quality Award		lanagement		-			Quality Award		Quality Award		Ma	nagement						
	Program		& General	Fun	Fundraising		Fundraising		Fundraising		Total		Program		General	Fu	ndraising		Total
Salaries and related benefits	\$ 159,34	3 \$	18,747	\$	9,373	\$	187,468	\$	143,919	\$	16,932	\$	8,466	\$	169,317				
Administrative fees	7,96	3	937		469		9,374		7,196		847		423		8,466				
Board of examiner selection, training,															•				
per diem and marketing costs	21,38	)	_		=		21,380		13,950		<del></del>		-		13,950				
Conferences and workshops	18,22	3	-		-		18,223		15,472		-		-		15,472				
Marketing	3,70	2	436		218		4,356		3,162		372		186		3,720				
Office maintenance	5,26	)	619		309		6,188		5,651		665		332		6,648				
Office supplies	6,02	2	708		354		7,084		1,905		224		112		2,241				
Other	7,66	5	-		-		7,666		4,354		-		-		4,354				
Postage	4,07	)	-		-		4,079		5,060		-		-		5,060				
Printing	14,12	2	-		-		14,122		18,101		-		-		18,101				
Professional services		-	3,875		-		3,875		-		4,135		-		4,135				
Recognition and banquet expenses	36,48	3	-		÷		36,488		32,569		-		-		32,569				
Rent	8,88	1	1,045		522		10,451		8,884		1,045		522		10,451				
Telephone	2,95	5	348		174		3,478		3,121		367		183		3,671				
Travel	10,82	<u> </u>			-		10,826		8,606				<u> </u>		8,606				
TOTAL FUNCTIONAL EXPENSES BEFORE DEPRECIATION	306,92	1	26.715		11,419		345,058		271,950		24,587		10,224		306,761				
Depreciation of furniture and equipment	2,46	<u> </u>	<u> </u>				2,463		2,654			_			2,654				
TOTAL FUNCTIONAL EXPENSES	\$ 309,38	<u> </u>	26,715	\$	11,419	<u>\$</u>	347,521	\$	274,604	\$	24,587	\$	10,224	\$	309,415				

# TENNESSEE QUALITY AWARD, INC. D/B/A TENNESSEE CENTER FOR PERFORMANCE EXCELLENCE NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2006 AND 2005

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES

#### Organization and Purpose:

Tennessee Quality Award, Inc. d/b/a Tennessee Center for Performance Excellence ("TNCPE") is a Tennessee not-for-profit corporation established in 1993 to promote and accelerate the economic well being of the State of Tennessee by fostering quality awareness and education, recognizing significant achievements, and sharing winning strategies and best practices among all companies and organizations. TNCPE works in tandem with public and private organizations to achieve performance excellence. TNCPE is governed by an independent Board of Directors.

#### Contributions and support

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on existence and/or nature of any donor restrictions.

Contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as temporarily restricted or permanently restricted support that increases those net asset classes. When a restriction is fulfilled (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted and reported in the Statement of Activities as net assets released from restrictions. However, if a restriction is fulfilled in the same period in which the contribution is received, the support is reported as unrestricted.

#### Cash and cash equivalents

Cash and cash equivalents consist principally of checking account balances with financial institutions.

#### Contributions receivable

Unconditional promises to give that are expected to be collected within one year are recorded as contributions receivable at their net realizable value. Unconditional promises to give that are expected to be collected in future years are recorded at the present value of estimated future cash flows. The discount on those amounts is computed using a risk-free interest rate applicable to the year in which the promise is received. Amortization of the discount is recognized on the interest method over the term of the gift and included in contribution revenue. Conditional promises to give are not included as support until such time as the conditions are substantially met.

As of December 31, 2006, an allowance for uncollectible amounts has not been provided on contributions receivable since, in management's opinion, the receivable is fully collectible, based on past history.

## TENNESSEE QUALITY AWARD, INC. D/B/A TENNESSEE CENTER FOR PERFORMANCE EXCELLENCE NOTES TO FINANCIAL STATEMENTS (CONTINUED) DECEMBER 31, 2006 AND 2005

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES

#### Income taxes

TNCPE has been determined by the Internal Revenue Service to be exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code. Accordingly, the financial statements do not reflect a provision for income taxes.

#### Office and equipment

Office and equipment are stated at acquisition cost, or estimated fair market value if donated, less accumulated depreciation, which is computed by the straight-line method over an estimated useful life of five years.

#### Program and supporting services

The following program and supporting services are included in the accompanying financial statements.

Quality Award Program - consists of program services to businesses and institutions in the state that wish to share in value and achievements associated with continuous improvement. The program creates a system for measuring progress toward quality improvement and awareness. Services provided include evaluation, assessment, education and recognition. Participants in the program are honored annually at the awards banquet. TNCPE also provides training through various workshops and an annual conference.

Management and General - includes the functions necessary to ensure an adequate working environment and costs not identifiable with a single program or activity. Includes costs associated with providing coordination and articulation of TNCPE's strategy, business management, general recordkeeping, budgeting and related purposes.

Fundraising - includes costs of activities directed toward appeals for financial support, including special events. Other activities include the cost of solicitation and creation and distribution of fundraising materials.

#### Allocation of functional expenses

Expenses that can be directly attributed to a particular function are charged to the function. Expenses that relate to more than one function are allocated among applicable functions on the basis of objectively evaluated financial and nonfinancial data or reasonable subjective methods determined by management.

# TENNESSEE QUALITY AWARD, INC. D/B/A TENNESSEE CENTER FOR PERFORMANCE EXCELLENCE NOTES TO FINANCIAL STATEMENTS (CONTINUED) DECEMBER 31, 2006 AND 2005

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES

#### **Donated services**

Support and expenses for contributed services that require specialized skills, and would be purchased if not provided by the donor, are recognized at the fair value of the services received.

No contributed services have been recognized in the accompanying financial statements. However, the donated services of the board of examiners for the Quality Award Program are critical to TNCPE's success. The board of examiners is comprised of leading quality, business, healthcare and education experts from across the state that conduct evaluations, consensus and site visits for organizations in both the public and private sectors. Without this significant donation of volunteer hours, TNCPE could not offer the level of service it offers to its constituency.

A summary of non-recognized volunteer services provided to TNCPE in 2006 and 2005 follows:

	(Unaudi	ited)
	2006	2005
Number of business and industry professional volunteers	116	99
Volunteer hours donated	8,993	10,677
Number of organizations served	29	40

#### **Estimates:**

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

#### 2. CONTRIBUTIONS RECEIVABLE

Contributions receivable consist of the following as of December 31:

		2006	 2005
Temporarily restricted:			
Less than one year	\$	37,500	\$ 50,000
One to five years	,	35,000	 35,000
		72,500	85,000
Less discounts to net present value		(1,750)	(2,000)
Net contributions receivable	\$	70,750	\$ 83,000

# TENNESSEE QUALITY AWARD, INC. D/B/A TENNESSEE CENTER FOR PERFORMANCE EXCELLENCE NOTES TO FINANCIAL STATEMENTS (CONTINUED) <u>DECEMBER 31, 2006 AND 2005</u>

### 3. PROPERTY AND EQUIPMENT

Property and equipment consist of the following as of December 31:

	2006			2005		
Computer and related equipment	\$	24,808	\$	24,808		
Less accumulated depreciation		(21,317)		(18,854)		
	\$	3,491	\$	5,954		

#### 4. DONATED RENT

Office space was provided to TNCPE at no cost during 2006 and 2005. Contribution revenue and the related rental expense have been recognized at the fair rental value of the space, which amounted to \$10,000 each year.

#### 5. CONCENTRATIONS OF RISK

Cash is maintained with financial institutions whose accounts are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$100,000 per depositor.