DOMESTIC VIOLENCE PROGRAM, INC.
FINANCIAL STATEMENTS,
SUPPLEMENTAL INFORMATION
AND
INDEPENDENT AUDITORS' REPORT
YEARS ENDED JUNE 30, 2012 AND 2011

# DOMESTIC VIOLENCE PROGRAM, INC. FINANCIAL STATEMENTS, SUPPLEMENTAL INFORMATION AND INDEPENDENT AUDITORS' REPORT YEARS ENDED JUNE 30, 2012 AND 2011

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### Edmondson, Betzler & Montgomery, PLLC

(Certified Public Accountants)

#### INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Domestic Violence Program, Inc.

We have audited the accompanying statements of financial position of the Domestic Violence Program, Inc. (a nonprofit organization) as of June 30, 2012 and 2011, 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 Domestic Violence Program, Inc. as of June 30, 2012 and 2011, 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.

Our audits were conducted for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying supplemental information on page 13 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, except for the portion marked "unaudited" on which we express no opinion, 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 taken as a whole.

Estimoroson, Betyler & Montgomer, PLAC
Murfreesboro, Tennessee

August 27, 2012

#### DOMESTIC VIOLENCE PROGRAM, INC. STATEMENTS OF FINANCIAL POSITION JUNE 30, 2012 AND 2011

400==0	2012	2011
Current Assets ASSETS		
Cash and cash equivalents	<b>f</b> 00.004	<b>.</b> 04740
Grants receivable	\$ 28,291	\$ 34,710
Unconditional promises to give	26,255 67,948	61,594 63,448
Deposits	5,150	1,750
Total Current Assets	127,644	161,502
Property, Plant and Equipment		
Land	77,500	77,500
Building	1,836,314	1,836,314
Furniture, fixtures, and office equipment	165,025	154,997
Less secureulated de marchite	2,078,839	2,068,811
Less accumulated depreciation	(500,448)	(448,734)
	1,578,391_	1,620,077
Beneficial interest - Community Foundation of Middle Tennessee	39,436	42,172
Total Assets	\$ 1,745,471	\$ 1,823,751
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable	\$ 1,443	\$ 2,008
Accrued expenses	4,438	4,438
Payroll taxes and withholdings payable	4,974	6,180
Current portion capital lease	3,111	2,083
Total Current Liabilities	13,966	14,709
Non-Current Liabilities		
Capital lease, less current portion	C 404	
	6,421	
Total Liabilities	20,387	14,709
Net Assets		
Unrestricted	1,368,493	1,447,612
Temporarily restricted	317,155	319,258
Permanently restricted	39,436	42,172
Total Net Assets	1,725,084	1,809,042
Total Liabilities and Net Assets	\$ 1,745,471	\$ 1,823,751
	Ψ 1,170,411	ψ 1,023,731

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

#### DOMESTIC VIOLENCE PROGRAM, INC. STATEMENTS OF ACTIVITIES YEARS ENDED JUNE 30, 2012 AND 2011

	_Un	Unrestricted				Temporarily Permanently 2012  tricted Restricted Restricted Total								2011 Total
Support and Revenues														
Public Support														
Governmental grants														
Victims of Crime (VOCA) Division	\$	145,851	\$	-	\$	-	\$	145,851	\$	145,851				
State Shelter Service Division (Family Violence)		77,345		-		-		77,345		77,345				
Emergency Shelter Program Division		15,100		-		-		15,100		15,100				
STOP Violence Against Women		19,894				-		19,894		19,894				
Emergency Food and Shelter Program		2,850		-		-		2,850		-				
Sexual Assault Services Program (SASP)		18,020		1-		-		18,020		22,108				
Tennessee Coalition Against Domestic and														
Sexual Violence		32,954		_		_		32,954		36,324				
Child and Adult Care Food Program (CACFP)		5,114		-		-		5,114		11,760				
Byrne Justice Assistance Grant (JAG)		-		-		-		-		56,000				
Housing of Urban Development		44,728		-		-		44,728		34,198				
Community Development Public Service Grant		7,500		-		-		7,500		10,000				
Rutherford County		31,200		-		<u>.</u>		31,200		31,200				
City of Murfreesboro		12,500		-		-		12,500		12,500				
City of Smyrna		3,000		-		_		3,000		3,000				
United Way of Rutherford County		5,132		67,500		_		72,632		68,960				
Donations		191,027		-		-		191,027		184,150				
Net unrealized gain (loss) on beneficial interest		1		_		(2,736)		(2,736)		5,748				
Interest income		-		-		-		-		103				
Rental income		10,294		-		-		10,294		8,792				
Miscellaneous income		9,202		_		_		9,202		4,527				
		631,711		67,500		(2,736)		696,475		747,560				
			-			1-1				,000				
Net Assets Released from Restrictions														
Satisfaction of program restrictions		69,603	(	69,603)		-		-		_				
. •						( )			-					
TOTAL SUPPORT AND REVENUES		701,314		(2,103)		(2,736)		696,475		747,560				
						<u> </u>				, , 0 0 0				
Expenses - unrestricted														
Client services		681,897		-		-		681,897		701,633				
Supporting services		98,536		-		-		98,536		98,102				
					-									
TOTAL EXPENSES		780,433		-		-		780,433		799,735				
DECREASE IN NET ASSETS		(79,119)		(2,103)		(2,736)		(83,958)		(52,175)				
		• 60 00 9000 0 000 0				,		, , ,		(,,				
NET ASSETS, BEGINNING OF YEAR		1,447,612	3	19,258		42,172	6	1,809,042		1,861,217				
			Vaccation of the											
NET ASSETS, END OF YEAR	\$	1,368,493	\$ 3	17,155	\$	39,436	\$	1,725,084	\$	1,809,042				

#### DOMESTIC VIOLENCE PROGRAM, INC. STATEMENTS OF FUNCTIONAL EXPENSES YEARS ENDED JUNE 30, 2012 AND 2011

	Client Services	Supporting Services	2012 Total	Client Services	Supporting Services	2011 Total
Salaries and wages	\$ 363,422	\$ 53,370	\$ 416,792	\$ 362,506	\$ 51,829	\$ 414,335
Payroll taxes and employee benefits	43,786	10,946	54,732	47,774	11,944	59,718
Total Salaries and Related Expenses	407,208	64,316	471,524	410,280	63,773	474,053
Occupancy expense	82,869	20,717	103,586	75,853	18,963	94,816
Depreciation expense	46,543	5,171	51,714	52,935	5,882	58,817
Direct services expense	36,005	-	36,005	40,024		40,024
Supplies-in-kind	27,839	-	27,839	39,103	_	39,103
Communications expense	18,827	1,750	20,577	20,372	1,892	22,264
Supplies expense	19,308	-	19,308	19,190	-,,,,,,	19,190
Insurance and property tax expense	14,462	-	14,462	12,638	_	12,638
Rent-in-kind	10,359	_	10,359	10,359	_	10,359
Professional fees	5,101	1,439	6,540	4,914	1,386	6,300
Equipment rental and maintenance	6,444	.=2	6,444	6,201	_	6,201
Printing, publications and dues	-	4,919	4,919	-	5,705	5,705
Travel expense	2,988	-	2,988	5,447	-	5,447
Conferences and meetings	2,712	-	2,712	2,309	-	2,309
Postage and shipping	1,232	-	1,232	2,008	_	2,008
Interest expense	=	165	165	-	377	377
Miscellaneous expense		59	59		124	124
TOTAL EXPENSES	\$ 681,897	\$ 98,536	\$ 780,433	\$ 701,633	\$ 98,102	\$ 799,735

#### DOMESTIC VIOLENCE PROGRAM, INC. STATEMENTS OF CASH FLOWS YEARS ENDED JUNE 30, 2012 AND 2011

		2012		2011
Cash Flows from Operating Activities-				
Decrease in net assets	\$	(83,958)	\$	(52,175)
Adjustments to reconcile decrease in net assets to				
net cash used in operating activities-				
Depreciation		51,714		58,817
(Gain) loss on beneficial interest		2,736		(5,748)
(Increase) decrease in:				
Grants receivable		35,339		(12,603)
Unconditional promises to give		(4,500)		(7,660)
Prepaid insurance and other assets		(3,400)		(500)
Increase (decrease) in:				
Accounts payable		(565)		(298)
Payroll taxes and withholdings payable		(1,206)		(4,727)
Deferred revenue		_		(530)
NET CASH USED IN				
OPERATING ACTIVITIES		(3,840)		(25,424)
		(0,040)		(20,424)
Cash Flows from Financing Activities-				
Payments on capital lease obligation		(2,579)		(3,930)
		(2,010)		(3,330)
NET CASH USED IN				
FINANCING ACTIVITIES		(2,579)		(3,930)
NET DECREASE IN CASH AND CASH EQUIVALENTS		(6,419)		(29,354)
NET BESILE REE IN SHOTTING SHOTTE QUIVILEINTO		(0,413)		(29,334)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR		34,710	2000	64,064
			50.00	22-94 (2019)22 (2009)4000000
CASH AND CASH EQUIVALENTS, END OF YEAR	\$	28,291		34,710
Supplemental Disclosure of Cash Flow Information-				
Interest paid	\$	165	\$	377
into oct para	Ψ	103	Ψ	311
Equipment acquired under capital lease	\$	10,028	\$	
,		,		

### NOTE 1 - NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Nature of Activities

The Domestic Violence Program, Inc. (the Organization) provides services and assistance to victims of domestic violence in the Murfreesboro, Tennessee area. Services include counseling, education, legal assistance, temporary housing, clothing and food, when necessary. The Organization is supported primarily through grants, the United Way, and donor contributions.

#### Basis of Accounting

The accompanying financial statements of the Organization have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles.

#### Basis of Presentation

The Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets; temporarily restricted net assets, which represents the expendable resources restricted by donors as to purpose or by the passage of time; and permanently restricted net assets, which represents resources whose use by the organization is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the organization.

#### Property and Equipment

Fixed assets are stated at cost as of the date of acquisition or fair value as of the date of receipt in the case of gifts. Depreciation is computed using the straight-line method based on the estimated useful life of the asset. Expenditures for property and equipment in excess of \$500 are capitalized and maintenance and repairs are charged to operations when incurred. Major renewals and betterments are capitalized. When items of property and equipment are sold or otherwise disposed of, the related costs and accumulated depreciation are removed from the accounts and any gain or loss is included in operations. Depreciation expense for the years ended June 30, 2012 and 2011 is \$51,714 and \$58,817, respectively.

### NOTE 1 - NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Revenue Recognition

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

All donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

#### Income Taxes

The Organization was officially chartered as a Tennessee tax-exempt, nonprofit corporation on April 22, 1986. On the federal level, the Organization is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. The Organization has been determined by the Internal Revenue Service not to be a private foundation within the meaning of Section 509(a) of the Internal Revenue Code. There was no unrelated business income for the years ended June 30, 2012 and 2011.

#### Fair Values of Financial Instruments

The Organization estimates that the fair value of all financial instruments does not differ materially from the aggregate carrying values of its financial instruments recorded in the accompanying Statement of Financial Position.

#### Use of Estimates

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

#### Functional Allocation of Expense

The costs of providing the various programs and other activities 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.

### NOTE 1 - NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Donated Services and Noncash Gifts

Many individuals have donated time and services to advance the Organization's programs and objectives. The value of these services has not been recorded in the financial statements because they do not meet the definition for recognition under generally accepted accounting principles. Other noncash donations during 2012 consist of supplies of \$27,839 and rent forgiveness of \$10,359. The value of rent forgiveness is valued by local property managers. The supplies and rent donations are included in donations in the statement of activities.

#### Promises to Give

Unconditional promises to give are recognized as revenues or gains in the period received and as assets, decreases of liabilities, or expenses depending on the form of benefits received. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promises become unconditional.

#### Cash and Cash Equivalents

The Organization considers all short-term investments with an original maturity of three months or less to be cash equivalents and includes all certificates of deposit.

#### **Events Occurring After Reporting Date**

The Organization has evaluated events and transactions that occurred between June 30, 2012 and August 27, 2012, which is the date that the financial statements were available to be issued, for possible recognition or disclosure in the financial statements.

#### NOTE 2 - GRANTS RECEIVABLE

Grants receivable consist of the following grants due in one year or less:

	2012	2011
Victims of Crime Division (VOCA)	\$ 9,520	\$ 13,954
State Shelter Service Division (Family Violence) TN Coalition Against Domestic and	6,898	12,954
Sexual Violence	5,087	8,270
Emergency Shelter Grant Program	3,318	1,861
STOP Violence Against Women	1,432	1,673
Community Development Public Service Grant (CBG)	-	10,000
Byrne Justice Assistance Grant (JAG)	-	6,393
Housing of Urban Development	-	2,829
Sexual Assault Program Services (SAP)		1,904
Child and Adult Care Food Program	_	1,756
	\$ 26,255	\$ 61,594

#### NOTE 3 - ACCRUED COMPENSATED ABSENCES

The Organization's employees are granted sick and vacation leave in accordance with current administrative policies. Prior to July 1, 1995, sick day payments that were earned by the employees for the fiscal year were accrued and were allowed to be carried forward indefinitely. The amount of accrued sick leave payable for the years prior to June 30, 1995 is \$4,438 for the years ending June 30, 2012 and 2011. The amounts are included in accrued expenses in the statement of financial position for the 2012 and 2011 fiscal years.

#### NOTE 4 - OBLIGATIONS UNDER CAPITAL LEASE

On April 20, 2012, Domestic Violence Program, Inc. entered into a capital lease agreement for a copier. An obligation under a capital lease has been recorded in the accompanying financial statements at the present value of future minimum lease payments, discounted at an interest rate of 7.5%. The capitalized cost and accumulated depreciation of this equipment at June 30, 2012 was \$10,028 and \$557, respectively. The Organization had a previous capital lease for a separate copier that expired in 2011.

#### NOTE 4 – OBLIGATIONS UNDER CAPITAL LEASE (CONTINUED)

Future minimum payments under the capital lease are as follows as of June 30, 2012:

Fiscal Year		
2013	\$	3,720
2014		3,720
2015	1000	3,178
		10,618
Less: Amount representing interest		(1,086)
Present Value of Minimum Lease Payments		9,532
Less: Current Portion	_	(3,111)
Non-current Portion	\$	6,421

#### NOTE 5 - LEASING ARRANGEMENTS

The Organization leases its administrative office space, along with some transitional homes for clients to occupy after leaving the shelter. Rental expense for these properties for the years ended June 30, 2012 and 2011 was \$53,550 and \$50,437, respectively. Rental expense is included in occupancy expense in the accompanying statement of functional expenses. The leases for the transitional homes are annual leases; therefore, no future minimum payments are disclosed. The Organization entered into a new office lease that began July 1, 2012. The lease is for five years, expiring on June 30, 2017. Future minimum payments under this lease are as follows as of June 30, 2012:

Fiscal Year	
2013	\$ 30,000
2014	30,000
2015	30,000
2016	30,000
2017	30,000
	<u>\$ 150,000</u>

#### NOTE 6 - NET ASSETS

Temporarily restricted net assets as of June 30 were restricted for the following purposes:

		2012	2011
Tennessee Housing Development			
Agency – Restricted Grant	\$	249,655	\$ 256,258
United Way	99 <u>-000</u>	67,500	63,000
Total temporarily restricted net assets	\$	317,155	\$ 319,258

#### NOTE 6 - NET ASSET (CONTINUED)

In 2010, the Tennessee Housing Development Agency, through the City of Murfreesboro, awarded the Organization an in-kind grant of two houses to be used for rental purposes to eligible tenants. The grant restricts the Organization to use the property for rental under the Neighborhood Stabilization Program for the next ten years. As of June 30, 2012, the net book value of the properties was \$249,655, net of accumulated depreciation of \$14,461.

At June 30, 2012 and 2011, the Organization had permanently restricted net assets for program services in the amounts of \$39,436 and \$42,172, respectively.

#### NOTE 7 - CLIENT SERVICES

Client-services encompass the expense incurred from providing shelter for victims in protected houses, the operation and maintenance of a shelter, and furnishing other related services for clients of the program.

#### NOTE 8 - ENDOWMENT

The Organization's endowment consists of a fund established for the purpose of ensuring the future of their work and their mission. This endowment is held by the Community Foundation of Middle Tennessee. As required by GAAP, net assets associated with endowment funds, including funds designated by the Board of Directors to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

#### Fair Value Measurement

The Organization uses fair value measurements to record fair value adjustments to certain assets and liabilities and to determine fair value disclosures. In accordance with the *Fair Value Measurements and Disclosures* topic of FASB ASC, the fair value of a financial instrument is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. In accordance with this guidance, the Organization groups its financial assets and liabilities generally measured at fair value in a three level valuation hierarchy for disclosure of fair value measurements defined as Level 1 – inputs for quoted market prices for identical assets or liabilities in active markets; Level 2 – inputs include quoted market prices for similar assets and liabilities in active markets and inputs that are observable either directly or indirectly and; Level 3 – inputs that are unobservable and significant to the fair value measurements. The fair value of the beneficial interest, defined as Level 2, was \$39,436 and \$42,172 at June 30, 2012 and 2011, respectively. Changes in the fair value of the beneficial interest were \$(2,736) and \$5,748 at June 30, 2012 and 2011, respectively.

#### NOTE 8 - ENDOWMENT (CONTINUED)

#### Interpretation of Relevant Law

The Board of Directors of the Domestic Violence Program has interpreted the State Prudent Management of Institutional Funds Act (SPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Organization classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted endowment fund that is not classified in permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the organization in a manner consistent with the standard of prudence prescribed by SPMIFA. In accordance with SPMIFA, the Organization considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- (1) The duration and preservation of the fund
- (2) The purposes of the organization and the donor-restricted endowment fund
- (3) General economic conditions
- (4) The possible effect of inflation and deflation
- (5) The expected total return from income and the appreciation of investments
- (6) Other resources of the organization
- (7) The investment policies of the Organization

#### Return Objectives, Risk Parameter and Spending Policy

The endowment fund, originally funded with \$50,000 in 2007, is held in a perpetual trust, the investment of which is determined by the trustee rather than the Organization. Under the terms of the endowment, approximately 5% of the balance of the fund is available annually for the Organization's use.

#### NOTE 9 - RISKS AND CONCENTRATIONS

#### Grants

The Organization received \$369,356 and \$428,580 in governmental grants for the years ending June 30, 2012 and 2011, respectively. These grants represent 58.5% and 57.9% of unrestricted support received during their respective year. These grant funds were used to fund the Organization's programs under the terms of the grant agreements.

# DOMESTIC VIOLENCE PROGRAM, INC. COMPARISON OF ACTUAL EXPENSES TO BUDGET YEAR ENDED JUNE 30, 2012

	Actual Budget Expenditures (Unaudited)		Expenditures Over (Under) Budget			
Salaries and wages Payroll taxes and employee benefits	\$	416,792 54,732	\$	433,718 54,940	\$	(16,926) (208)
Total Salaries and Related Expenses		471,524	W-1	488,658		(17,134)
Occupancy expense		103,586		105,000		(1,414)
Depreciation expense		51,714		-		51,714
In-kind expenses		38,198		-		38,198
Direct services expense		36,005		40,300		(4,295)
Communications expense		20,577		20,690		(113)
Supplies expense		19,308		15,300		4,008
Insurance expense		14,462		11,100		3,362
Professional fees		6,540		6,300		240
Equipment rental and maintenance		6,444		8,500		(2,056)
Printing, publications and dues		4,919		3,500		1,419
Travel expense		2,988		2,500		488
Conferences and meetings		2,712		2,500		212
Postage and shipping		1,232		2,000		(768)
Interest expense		165		_		`165 <sup>´</sup>
Miscellaneous expense		59		1,500		(1,441)
TOTAL EXPENSES	\$	780,433	\$	707,848	\$	72,585