

Community Housing Partnership of Williamson County

Financial Statements
June 30, 2013

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Independent Auditor's Report

To the Board of Directors of
Community Housing Partnership of Williamson County, Inc.
Franklin, Tennessee

Report on the Financial Statements

We have audited the accompanying financial statements of Community Housing Partnership of Williamson County, Inc. (the Organization) which comprise the statements of financial position as of June 30, 2013, and the related statements of activities, cash flows and functional expenses for the year then ended and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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 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 we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

(Auditor's report continued on next page)

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of June 30, 2013, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 21, 2013, on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance.. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

McKerley & Noonan, P.C.
November 21, 2013

Community Housing Partnership of Williamson County, Inc.
Statement of Financial Position
June 30, 2013

Assets

Current Assets:

Cash in Bank	\$ 14,033
Marketable Securities	235,601
Accounts Receivable - Net	12,195
Inventory of Rehabilitation Homes	116,634
Contributions Receivable - United Way	55,000
Total Current Assets	<u>433,463</u>

Fixed Assets:

Land	203,493
Buildings	2,159,613
Office Furniture and Equipment	26,619
Less: Accumulated Depreciation	(674,008)
Net Fixed Assets	<u>1,715,717</u>

Other Assets

Note Receivable - Other	8,296
Notes Receivable - Property Sales	336,432
Discount on Notes Receivable - Property Sales	(266,862)
Total Other Assets	<u>77,866</u>

Total Assets	<u><u>\$ 2,227,046</u></u>
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Liabilities and Net Assets

Current Liabilities:

Accounts Payable and Accrued Expenses	\$ 12,839
Tenants' Deposits	9,300
Payroll Liabilities	5,977
Line of Credit	92,274
Current Portion of Long-Term Debt	45,403
Total Current Liabilities	<u>165,793</u>

Long-Term Debt	<u>385,464</u>
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Total Liabilities	551,257
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Net Assets:

Unrestricted Net Assets	1,620,789
Temporarily Restricted Net Assets	55,000
Total Net Assets	<u>1,675,789</u>

Total Liabilities and Net Assets	<u><u>\$ 2,227,046</u></u>
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Community Housing Partnership of Williamson County, Inc.
Statement of Activities and Changes in Net Assets
For the Year Ended June 30, 2013

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Revenues and Support:			
Grant Income	\$ -	\$ 160,109	\$ 160,109
In-Kind Contributions	30,897	-	30,897
Rental Income	231,039	-	231,039
Net Gain from Property Sales	20,800	-	20,800
Other Income	7,462	-	7,462
Interest Income	7,620	-	7,620
Unrealized Gain on Investments	18,961	-	18,961
Net Assets Released from Restriction	160,109	(160,109)	-
	<u>476,888</u>	<u>-</u>	<u>476,888</u>
Total Revenues and Support			
	476,888	-	476,888
Expenses:			
Program Services	420,363	-	420,363
General and Administrative	74,015	-	74,015
Total Expenses	<u>494,378</u>	<u>-</u>	<u>494,378</u>
Change in Net Assets	(17,490)	-	(17,490)
Net Assets, Beginning of the Year	<u>1,638,279</u>	<u>55,000</u>	<u>1,693,279</u>
Net Assets - End of the Year	<u><u>\$ 1,620,789</u></u>	<u><u>\$ 55,000</u></u>	<u><u>\$ 1,675,789</u></u>

Community Housing Partnership of Williamson County, Inc.
Statement of Cash Flows
For the Year Ended June 30, 2013

Cash Flows from Operating Activities:

Change in Net Assets \$ (17,490)

**Adjustments to Reconcile Change in Net Assets
to Net Cash Provided by Operating Activities:**

Depreciation	77,582
Gain on Collection of Notes Receivable	(5,083)
Amortization of Discount on Notes Receivable	(7,611)
Unrealized Gain on Investments	(18,961)
Decrease in Accounts and Notes Receivable - Other	6,640
Decrease in Inventory of Rehabilitation Homes	144,881
Decrease in Accounts Payable and Other Liabilities	(4,075)
Increase in Tenant Deposits	3,100
Increase in Payroll Liabilities	2,047
Decrease in Grant Payable	(20,655)

Total Adjustments 177,865

Net Cash Provided by Operating Activities 160,375

Cash Flows from Investing Activities

Purchase of Marketable Securities	(75,238)
Payments Received on Notes Receivable - Property Sales	95,328
Purchase of Fixed Assets	(15,245)

Net Cash Used by Investing Activities 4,845

Cash Flows from Financing Activities

Principal Payments on Notes Payable	(224,500)
Proceeds from Notes Payable	6,982

Net Cash Provided by Financing Activities (217,518)

Net Decrease in Cash (52,298)

Cash, Beginning of the Year 66,331

Cash, End of Year \$ 14,033

Supplemental Cash Flow Information:

Interest Paid	\$ 5,954
Imputed Interest	20,757
Total interest expense	<u><u>\$ 26,711</u></u>

Community Housing Partnership of Williamson County, Inc.
Statement of Functional Expenses
For the Year Ended June 30, 2013

	<u>Program Services</u>	<u>General and Administrative</u>	<u>Total</u>
Salaries and Benefits	\$ 172,041	\$ 40,355	\$ 212,396
Community Rehabilitation Expenses	54,728	-	54,728
Scholarships	350	-	350
Bad Debt Expense	5,852	-	5,852
Professional Services	-	9,417	9,417
Utilities	2,547	-	2,547
Maintenance and Repairs	38,432	33	38,465
Insurance	12,092	2,412	14,504
Office Expense and Supplies	7,717	1,810	9,527
Property Taxes	14,681	-	14,681
Rent	9,867	2,314	12,181
Depreciation	62,841	14,741	77,582
Mileage	3,211	753	3,964
Training, Meetings and Dues	2,097	492	2,589
Interest	26,711	-	26,711
Other Expenses	7,196	1,688	8,884
Total Functional Expenses	<u><u>\$ 420,363</u></u>	<u><u>\$ 74,015</u></u>	<u><u>\$ 494,378</u></u>

Community Housing Partnership of Williamson County, Inc.

Notes to the Financial Statements

June 30, 2013

NOTE 1 - DESCRIPTION AND PURPOSE OF THE ORGANIZATION

Community Housing Partnership of Williamson County, Inc. (the Organization) is a non-profit organization in Williamson County, Tennessee. The Organization's mission is to provide affordable housing in Williamson County to low and moderate income families.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Organization have been prepared on the accrual basis of accounting which means that revenues are recognized when earned and expenses are recorded when incurred. The significant accounting policies of the Organization are described below to enhance the usefulness of the financial statements to the reader.

Use of Estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Financial Statement Presentation

For financial statement presentation, the Organization reports its financial information according to three classes of net assets (unrestricted net assets, temporarily restricted net assets and permanently restricted net assets) based on the existence or absence of donor-imposed restrictions.

Unrestricted Net Assets

Unrestricted net assets are donations that are not subject to donor-imposed stipulations. Monies received without restriction or released from restriction are generally used to finance the normal day-to-day operations of the Organization.

Temporarily Restricted Net Assets

Temporarily restricted net assets are donations that are subject to donor-imposed stipulations that may or will be met, either by actions of the Organization and/or 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. At June 30, 2013, there were \$55,000 of net assets temporarily restricted for community rehabilitation expenses.

Permanently Restricted Net Assets

Permanently restricted net assets are donations subject to donor-imposed stipulations that they be maintained permanently by the Organization. Generally, the donors of

these assets permit the Organization to use all or part of the income earned on any related investments for general or specific purposes. As of June 30, 2013, there were no permanently restricted net assets.

Fair Value Measurements

The Organization follows the guidance in ASC 820, Fair Value Measurements. This standard defines fair value, provides guidance for measuring fair value, and requires certain disclosures. The standard utilizes a fair value hierarchy which is categorized into three levels based on the inputs to the valuation techniques used to measure fair value. The standard does not require any new fair value measurements, but discusses valuation techniques, such as the market approach (comparable market prices), the income approach (present value of future income or cash flows), and the cost approach (cost to replace the service capacity of an asset or replacement cost). The Organization's investments are measured on a recurring basis at fair value at the reporting date using quoted prices in active markets for identical assets (Level 1).

Contributed Services

Donated services that require specialized skills and would be purchased if not provided by the donor are recognized as support and expenses based on the fair value of the services received.

A substantial number of unpaid volunteers have made significant contributions of their time to develop the Organization's programs. No amounts have been recognized in the accompanying financial statements because the criteria for recognition of such volunteer effort under ASC 958, Accounting for Contributions Received and Contributions Made, have not been satisfied.

Marketable Securities

The Organization has \$235,601 primarily in stock and bond mutual funds held at Morgan Stanley. The value of the investments increased \$18,961 during the fiscal year ended June 30, 2013.

Accounts Receivable

Accounts receivable represents rent income owed to the Organization at June 30, 2013. Management has estimated an allowance for bad debts of \$6,900 against these receivables as of June 30, 2013.

Contributions Receivable – United Way

United Way has committed to funding \$55,000 during fiscal year 2014 for community rehabilitation expenses.

Inventory of Rehabilitation Homes

The Organization occasionally purchases residential homes, rehabs the homes and then sales the homes to qualified individuals for a small profit. The profit from these homes is reinvested into the mission of the Organization. At June 30, 2013, the Organization had two of these homes that were still in a stage of rehabilitation. The Organization plans to sale these homes in fiscal 2014.

Fixed Assets

Fixed assets are recorded at cost and are depreciated using the straight-line method based on the following estimated useful lives of the assets.

Building	39 years
Vehicle	5 years
Furniture & Equipment	5 – 7 years

Significant additions and betterments are capitalized. Expenditures for maintenance, repairs and minor renewals are charged to expense as incurred. Depreciation expense for the year ended June 30, 2013 amounted to \$77,582.

In-Kind Contributions

The Organization receives office space rent for \$1 a year from Williamson County, Tennessee. The value of this free rent is estimated to be \$10,140 and has been recorded as in-kind contributions and rent expense in the statement of activities.

The Organization has recorded \$20,757 in in-kind interest expense related to the zero percent note payables (see Note 4).

Classification of Expenses

Expenses are classified functionally as a measure of service efforts and accomplishments. Direct expenses, incurred for a single function, are allocated entirely to that function. Joint expenses applicable to more than one function are allocated on the basis of objectively summarized information or management estimates.

Income Taxes

The Organization is recognized as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code, and therefore, no provision for federal or state income taxes is applicable.

The Organization has adopted the guidance in ASC 740 on accounting for uncertainty in income taxes. For all tax positions taken by the Organization, management believes it is clear that the likelihood is greater than 50 percent that the full amount of the tax positions taken will be ultimately realized. With few exceptions, the Organization is no longer subject to U.S. federal tax examinations by tax authorities for years before 2010. The Organization incurred no interest or penalties during the year ended June 30, 2013.

NOTE 3 – CREDIT RISK

The Organization maintains its cash in bank deposit accounts that at times may exceed the federally insured limit of \$250,000. In addition, the Organization has credit risk associated with the purchase and rehab of residential homes. The Organization has risk that the homes may not sale in a timely fashion or at a desirable price.

NOTE 4 – NOTES PAYABLE

Notes payable consists of the following at June 30, 2013:

A \$201,000 note secured by property payable to Franklin Synergy Bank bearing interest at 0% maturing in 2017.	160,746
A \$40,000 note secured by property payable to Reliant Bank bearing interest at 5% maturing in 2027.	38,105
A \$42,000 note secured by property payable to Reliant Bank bearing interest at 5% maturing in 2027.	92,274
A \$38,500 note secured by property payable to Reliant Bank bearing interest at 5% maturing in 2027.	35,573
A line of credit with US Bank with interest at 1% above the bank's prime rate and maturing July 2015.	40,125
A \$210,000 mortgage note payable with Avenue Bank with interest at 4% below Prime and maturing August 2014.	156,318
Total	<u>\$ 523,141</u>

Principal requirements of notes payable for the next five years consists of:

2014	\$ 45,403
2015	294,262
2016	45,953
2017	46,243
2018	6,498
Thereafter	<u>84,782</u>
Total	<u>\$ 523,141</u>

Several of the Organizations notes were offered at zero percent because of the nature of the projects and the Organizations status as a non-profit. Interest expense on these notes has been imputed at 5% annually and amounted to \$20,757 for the year ended June 30, 2013.

NOTE 5 – RETIREMENT PLAN

The Organization has adopted a defined contribution Simplified Employee Retirement Plan covering all eligible employees. Eligibility requirements are the employee must be at least 21 years old, performed services in at least three of the preceding five years, and whose compensation during the year was not less than \$450. The Organization made \$6,703 of contributions to the plan for the year ended June 30, 2013.

NOTE 6 – NOTES RECEIVABLE – PROPERTY SALES

In previous years, the Organization received in-kind contributions for a portion of the value of residential homes from various developers building homes in Williamson County. The Organization immediately identified buyers for the homes. In each transaction, the Organization purchased the home from the developer at the reduced price and recognized an in-kind donation for the difference between the market value of the home and the reduced price, then immediately sold the home to a buyer for the market value of the home. The buyer of the home paid the Organization the reduced price immediately and signed a long-term note for the in-kind donation amount. These notes are interest free notes and mature beginning in 2042; several of the notes were paid off early during the year ended June 30, 2013 and a gain of \$5,083 is included in Other Income. These notes have been discounted at 5% and will be amortized into interest income over the life of the notes. The discount totaled \$266,862 at June 30, 2013.

NOTE 7 – GRANTS

The Organization has various grants from State and Local sources. In addition, the Organization received a Federal grant which is administered through the Tennessee Housing Development Agency. The grant which falls under the U.S. Department of Housing and Urban Development allows the Organization to purchase and redevelop foreclosed properties that might otherwise become sources of abandonment and blight. Once redeveloped, the properties are then rented to qualified residents at reduced prices. The Organization earned an administrative fee for administering this grant. The amount of administrative fees earned during the year ended June 30, 2013 was \$9,693.

NOTE 8 – COMMITMENTS

Amounts received from grantors are subject to restrictions and are open to audits. Any disallowed claims including amounts already collected, could become a liability to the Organization.

NOTE 9 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through November 21, 2013, the date that the financial statements were available to be issued.

McKerley & Noonan, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

**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 of
Community Housing Partnership of Williamson County, Inc.

We have audited the financial statements of Community Housing Partnership of Williamson County, Inc. (a nonprofit organization) as of and for the year ended June 30, 2013, and have issued our report thereon dated November 21, 2013. We conducted our 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 our audit, we considered Community Housing Partnership of Williamson County, Inc.'s internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over financial reporting.

A deficiency in internal control 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 and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses.

The organization does not have adequate segregation of duties, and the lack of segregation of duties increases the risk of fraud. Additionally, the Organization has not appointed a qualified

individual over financial reporting. Our audit resulted in fifteen proposed entries which were material to the financial statements.

Compliance

As part of obtaining reasonable assurance about whether Community Housing Partnership of Williamson County, Inc.'s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, 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 our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

This report is intended solely for the information and use of management and the Board of Directors and is not intended to be and should not be used by anyone other than these specified parties.

McKerley & Noonan, P.C.
Nashville, Tennessee
November 21, 2013