MONADNOCK UNITED WAY

FINANCIAL STATEMENTS

DECEMBER 31, 2017

AND

INDEPENDENT AUDITORS' REPORT



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<u>INDEPENDENT AUDITORS' REPORT</u>

To the Board of Directors Monadnock United Way:

We have audited the accompanying financial statements of Monadnock United Way (a New Hampshire nonprofit organization) which comprise the statement of financial position as of December 31, 2017, and the related statements of activities, functional expenses and cash flows 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.

Auditors' Responsibility

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 from 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 auditors' 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 auditors consider 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.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Monadnock United Way as of December 31, 2017 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.

Report on Summarized Comparative Information

We have previously audited the Monadnock United Way's 2016 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated September 11, 2017. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2016, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matter

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of Allocations to Agencies is presented for the 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 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 as a whole.

Keene, New Hampshire August 23, 2018

Oster & Wheeler, P.C.

MONADNOCK UNITED WAY, INC. STATEMENT OF FINANCIAL POSITION DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS AS OF DECEMBER 31, 2016)

<u>ASSETS</u>	2017		2016
CURRENT ASSETS:			
Cash	\$ 1,592,814		\$ 1,024,001
Marketable securities	170,530		778,045
Pledges receivable, less allowance for uncollectible pledges			
of \$75,000 as of December 31, 2017 and 2016	827,378		1,014,188
Other current assets	20,910		13,779
Total current assets	2,611,632		2,830,013
PROPERTY, PLANT AND EQUIPMENT, at cost:			
Building and improvements	99,764		99,764
Office furniture and equipment	75,170		73,552
Land	4,430		4,430
	179,364		177,746
Less - Accumulated depreciation	167,920		166,942
Net property, plant and equipment	11,444		10,804
OTHER ASSETS:			
Website development	4,580		-
Beneficial interest in foundation assets	289,399		265,878
Total other assets	293,979		265,878
Total assets	\$ 2,917,055	9	\$ 3,106,695
LIABILITIES AND NET ASSETS			
CURRENT LIABILITIES:			
Unpaid allocations to agencies	\$ 118,873	9	\$ 93,119
Deferred grant	20,532		82,404
Accounts payable and accrued expenses	31,095		38,937
Total current liabilities	170,500		214,460
Total liabilities	170,500		214,460
NET ASSETS:			
Unrestricted			
Board designated	652,895		652,895
Undesignated	332,522		384,342
	985,417		1,037,237
Temporarily restricted	1,761,138		1,854,998
Total net assets	2,746,555		2,892,235
Total liabilities and net assets	\$ 2,917,055	9	\$ 3,106,695

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

MONADNOCK UNITED WAY, INC. STATEMENTS OF ACTIVITIES AND NET ASSETS

FOR THE YEAR ENDED DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2016)

	2017					2016
		Temporarily				
	Unrestri	cted	Restricted		Totals	 Totals
CAMPAIGN SUPPORT AND REVENUE:						
General campaign	\$ 254,	217 \$	1,500,915	\$	1,755,132	\$ 2,071,625
Less: Uncollectible pledges	(51,	942)	(75,000))	(126,942)	(105,853)
Recovery of uncollectible pledges	19,	614			19,614	28,084
Net general campaign revenue	221,	889	1,425,915		1,647,804	1,993,856
General campaign assets released from restriction	1,561,	331	(1,561,331))		
Total campaign support and revenue	1,783,	220	(135,416))	1,647,804	1,993,856
CAMPAIGN DISTRIBUTIONS AND						
FUNCTIONAL EXPENSES:						
Distributions:						
Agency allocations and designations	1,269,	835	-		1,269,835	1,380,461
Payments to affiliated organizations	16,	800			16,008	28,049
Total distributions	1,285,	843	-		1,285,843	1,408,510
Program services:						
Community and relationship building	198,	678	-		198,678	187,697
Total program services	198,	678	_		198,678	187,697
Support services:						
Management and general	75.	079	_		75,079	71,379
Campaign and communications	263.		-		263,361	275,712
Allocations and agency relations	61,	861	-		61,861	59,970
Total support services	400,				400,301	407,061
Total functional expenses	598,				598,979	594,758
Total campaign distributions and functional expenses					1,884,822	2,003,268
Net loss from campaign activities	(101,		(135,416))	(237,018)	(9,412)
Net loss from campaign activities	(101,	002)	(133,410)	,	(237,010)	(9,412)
OTHER REVENUES AND EXPENSES:						
Change in fair market value of beneficial						
interest in foundation assets	34,	437	-		34,437	16,894
Gifts in kind	4,	160	-		4,160	-
Investment income		955	-		2,955	2,174
Unrealized loss on investments		649)	-		(1,649)	(495)
Other contributions and bequests		745	-		29,745	29,403
Community impact grants	118,		18,035		136,909	161,959
Community impact expenditures	(114,		-		(114,856)	(161,959)
Grant income	1,	090	-		1,090	2,980
Other revenue	(1	452)	-		(1.452)	1,062
Other expenditures		453) 521)	23,521		(1,453)	(1,145)
Foundation assets added to restriction		<u>521)</u>			01 229	50.972
Net other revenues and expenses	49,	782	41,556		91,338	50,873
Change in net assets		820)	(93,860))	(145,680)	41,461
Net assets, beginning of year	1,037,	237	1,854,998		2,892,235	2,850,774
Net assets, end of year	\$ 985,	<u>417</u> \$	1,761,138	\$	2,746,555	\$ 2,892,235

MONADNOCK UNITED WAY STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2016)

	Management and General	Campaign and Communications	Allocations and Agency Relations	Community and Relationship Building	Totals 2017	Totals 2016
Salaries and wages	\$ 37,934	\$ 142,252	\$ 31,204	\$ 94,529	\$ 305,919	\$ 339,445
Employee benefits	5,473	20,526	4,502	13,640	44,141	28,750
Payroll taxes	3,484	13,063	2,865	8,681	28,093	28,480
Total salaries and						
related expenses	46,891	175,841	38,571	116,850	378,153	396,675
Contracted services	10,940	41,026	9,000	27,262	88,228	56,183
Professional fees	2,618	9,816	2,152	6,523	21,109	21,088
Strategic planning	4,000	8,000	2,400	1,600	16,000	45,320
Supplies	542	2,031	445	1,350	4,368	3,433
Telephone	338	1,267	277	842	2,724	2,503
Postage and shipping	450	1,688	370	1,122	3,630	7,263
Occupancy	1,351	5,067	1,111	3,367	10,896	8,489
Printing and publications	2,919	10,947	2,402	7,274	23,542	18,754
Travel	522	1,957	429	1,301	4,209	1,329
Conferences, meetings and						
staff development	2,963	2,652	2,437	15,840	23,892	17,287
Other	1,424	2,614	2,167	15,044	21,249	12,983
Subtotal	74,958	262,906	61,761	198,375	598,000	591,307
Depreciation	121	455	100	303	979	3,451
Total	\$ <u>75,079</u>	\$ <u>263,361</u>	\$ <u>61,861</u>	\$ <u>198,678</u>	\$ 598,979	\$ 594,758

MONADNOCK UNITED WAY STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2017

(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2016)

		2017	2016
CASH FLOWS FROM OPERATING ACTIVITIES			
Change in net assets	\$	(145,680)	\$ 41,461
Adjustments to reconcile change in net assets to net cash	·		
flows from operating activities			
Depreciation		979	3,451
Unrealized loss on investments		1,649	495
Increase in fair market value of beneficial interest		(34,437)	(16,894)
(Increase) decrease in the following assets:		, , ,	` ', ',
Accounts receivable		-	7,313
Marketable securities		605,866	454,237
Pledges receivable		186,810	9,393
Other current assets		(7,132)	(11,214)
Increase (decrease) in the following liabilities:			
Unpaid allocations to agencies		25,754	90,319
Deferred grant		(61,872)	82,404
Accounts payable and accrued expenses		(7,842)	19,605
Total adjustments		709,775	639,109
Net cash flows from operating activities		564,095	680,570
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of fixed assets		(1,618)	_
Website development		(4,580)	_
Distributions from beneficial interest in foundation assets		10,916	10,791
Net cash flows from investing activities		4,718	10,791
NET CHANGE IN CASH		568,813	691,361
CASH, beginning of year		1,024,001	332,640
CASH, end of year	\$	1,592,814	\$ 1,024,001

1. Summary of significant accounting policies:

The Monadnock United Way (the Agency) is a volunteer agency dedicated to increasing the organized capacity of people to care for one another through these objectives:

- To develop financial and non-financial resources to meet human service needs in the Monadnock region.
- To allocate such resources effectively.
- To foster the spirit of volunteerism.
- To facilitate regional human service initiatives.
- To promote public awareness and understanding of the region's human service agencies and programs.

Accounting for contributions and financial statements presentation – The Organization presents its financial statements in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 958 Not-For-Profit Entities. All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Non-cash contributions are recorded at fair value on date of donation. Income earned on net assets is reflected as a change in unrestricted net assets or temporarily or permanently restricted net assets in accordance with donor stipulations.

Amounts related to the Agency's financial position and activities are reported in three classes of net assets: permanently restricted, temporarily restricted and unrestricted.

Permanently restricted net assets have been restricted by donors to be maintained permanently. Generally, donors of these assets permit the Agency to use the income earned for general or restricted purposes.

Temporarily restricted net assets are those whose use has been limited by donors for a specific purpose or time period. When the donor restriction has been accomplished, temporarily restricted net assets are reclassified as unrestricted net assets in the statements of activities and changes in net assets. If a restriction is fulfilled in the same time period in which the contribution is received, the contribution is reported as unrestricted.

Unrestricted net assets result from normal operating activities, gifts and bequests on which the donor has placed no restrictions, and (unless donor-imposed restrictions or state laws preclude) gains and losses on permanently restricted net assets.

<u>Basis of accounting</u> - Revenues and expenses are reported on the accrual basis of accounting. Under this basis, revenues, other than contributions, and expenses are reported when incurred without regard to the date of receipt or payment of cash. Contributions are reported in accordance with FASB ASC *Accounting for Contributions Received and Contributions Made*.

<u>Cash equivalents</u> – For the purpose of the statement of cash flows, the Agency considers cash equivalents to be all highly liquid securities with an original maturity of three months or less.

<u>Public support/revenue recognition</u> – Annual campaigns are conducted to raise support for the subsequent calendar year. Campaign contributions and pledges are reported as temporarily restricted net assets for use in the subsequent year unless specifically restricted by the donor. Pledges are recognized as contributions when received. Donor designated contributions to non-United Way agencies are not recognized as campaign revenue.

<u>Allowance for uncollectible pledges</u> – The Agency maintains an allowance for uncollectible pledges based on an analysis of the most recent five year collection rate. The pledges receivable are written off in the subsequent year when there is a reasonable expectation that the previous campaign pledges will not be received.

<u>Donated services and equipment</u> – In connection with the annual fundraising campaign, various companies in the region donate employees' services to the Agency to coordinate campaign volunteers. Approximately 1,800 hours, for which no value has been assigned, were contributed in 2017 and 2016, respectively.

<u>Depreciation</u> – The Agency charges to functional expenses annual amounts of depreciation which allocate the cost of property, plant and equipment over their estimated useful lives. The Agency uses the straight-line method for computing depreciation. The ranges of the estimated useful lives used are:

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	<u>1 curs</u>
Building and improvements	15 – 39
Office furniture and equipment	5 – 15

Repairs and maintenance are expensed when incurred while improvements are capitalized. Assets sold or otherwise disposed of are removed from the accounts, along with the related depreciation allowances, and any gain or loss is recognized. Assets donated to the Agency are capitalized at fair market value at the date of gift. The depreciation expense was \$979 and \$3,451 for the years 2017 and 2016, respectively.

Conditions which might impact the fair market value of the assets are reviewed from time to time to assess the need to record any impairment to the value of the assets. No impairment allowance has been recognized for either 2017 or 2016.

<u>Use of estimates</u> – The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

<u>Grants</u> – Grants are recognized as revenue at their fair value when there is a reasonable assurance that the grant will be received and the organization will comply with all stipulated conditions.

Grants are recognized as income in the year of receipt, except grants which are disbursed on a cost-reimbursement basis. Cost reimbursement grants are accrued to the extent related costs are incurred. Grants receivable are recognized based on actual cost incurred if the work as per the grant agreement has been performed and the cost is yet to be reimbursed. Grants which have been received and the grant activity is yet to be performed are recognized as deferred grants.

<u>Income taxes</u> – The Agency qualifies as exempt from income tax under Section 501(c)(3) of the Internal Revenue Code. The Agency has evaluated its significant tax positions, including their tax exempt status, and determined that they do not need to recognize a liability for any uncertain tax positions for interest, penalties or potential taxes. Accordingly, no provision for income taxes is required. The Agency's annual federal return filing (Form 990) and state filing (Form NHCT-2A) remain subject to examination by major tax jurisdictions for the standard three-year statute of limitations.

2. Concentration of credit risk – cash and cash equivalents:

As of December 31, 2017, the carrying amount of the Agency's deposits was \$453,289 (\$484,739 in 2016) and the bank balances totaled \$1,543,754 (\$890,359 in 2016). Deposit balances not covered by federal depository insurance (current FDIC limit of \$250,000) totaled \$38,643 and \$47,635 as of December 31, 2017 and 2016, respectively.

3. Marketable securities:

The Agency's investment assets are reported at fair value in the accompanying statement of financial position. FASB ASC 820, *Fair Value Measurements and Disclosures*, establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy consists of three broad levels:

- Level I Quoted prices in active markets for identical assets
- Level II Significant other observable inputs
- Level III Significant unobservable inputs

Investments in equity securities with readily determinable fair values are reported at fair value (Level I input) with gains and losses included in the statement of activities. Contributed securities, which are generally not a significant item, are reported at fair market value on the date of donation and are converted as soon as practicable to liquid investments. Marketable securities consist of the following as of December 31:

	<u>2017</u>	<u>2016</u>
Government sercurities - cost	\$ 171,280	\$ 171,280
Money Market	799	607,260
Equities	100	-
Unrealized loss	(1,649)	(495)
Market value	\$ 170,530	\$ 778,045

The following schedule summarizes the investment return and its classification in the statement of activities for the years ended December 31:

<u>2017</u>	Unrestricted	Temporarily Restricted	<u>Total</u>
Interest Unrealized loss on investments Total investment return	\$ 2,165	\$ -	\$ 2,165
	(1,649)	-	(1,649)
	\$ 516	\$ <u>-</u>	\$ 516
<u>2016</u>	Unrestricted	Temporarily Restricted	<u>Total</u>
Interest Unrealized loss on investments Total investment return	\$ 2,100	\$ -	\$ 2,100
	(495)	-	(495)
	\$ 1,605	\$ -	\$ 1,605

4. <u>Pledges receivable, net</u>:

Pledges receivable consisted of the following as of December 31:

	<u>2017</u>	<u>2016</u>
Pledges receivable:		
Prior year campaign	\$ 34,006	\$ 62,620
Current year campaign	868,372	1,026,568
	902,378	1,089,188
Less: allowance for uncollectible pledges	(75,000)	(75,000)
Total	\$ 827,378	\$ 1,014,188

Pledges of \$126,205 related to the prior campaign have been written off and adjusted against the allowance for uncollectable pledges.

5. Beneficial interest in assets held by others:

The Agency has a beneficial interest in assets held by the New Hampshire Charitable Foundation (NHCF). These assets are divided into two categories of funds referred to as donor designated funds and agency funds. The NHCF is the owner of these funds and by agreement maintains variance power over them. In accordance with ASC 958-605-25 Recognition, the source of these funds dictates how the Agency recognizes their interest in these assets.

Donor designated funds result from irrevocable contributions from unaffiliated donors to the NHCF for the benefit of the Agency. In accordance with accounting standards, the Agency does not report the fair market value of their interest in these funds on the statement of financial position, but rather recognizes distributions from the funds as investment income when received. The NHCF distributes income based on historical investment performance. The approximate fair market value of donor designated funds held by NHCF on behalf of the Monadnock United Way was \$843,781 and \$724,477, as of December 31, 2017 and 2016, respectively. Disbursements received from these funds totaled \$29,745 and \$29,403, for the years ended December 31, 2017 and 2016, respectively.

Agency funds were irrevocably transferred from the Agency to the NHCF, and the Agency designated itself as the beneficiary. In accordance with accounting standards, the Agency reports an asset on the statement of financial position for the fair market value of their interest in these funds, and the NHCF reports a corresponding liability. This is due to the fact that the Agency is the source and beneficiary of the funds. The Agency reduces the value of their interest in the agency fund when distributions are received, and reports the changes in fair market value of the fund on the statement of activities. The NHCF distributes income based on historical investment performance. The approximate fair market value of agency funds held by NHCF on behalf the Monadnock United Way was \$289,399 and \$265,878, as of December 31, 2017 and 2016, respectively. Disbursements received from these funds totaled \$10,916 and \$10,791 for the years ended December 31, 2017 and 2016, respectively.

6. <u>Unrestricted net assets – board designated</u>:

The Agency's directors have designated a portion of the unrestricted net assets for specific purposes. The designated balances at December 31 are as follows:

	<u>2017</u>	<u>2016</u>
Equipment and capital expenditures	\$ 121,342	\$ 121,342
Venture grants	10,838	10,838
Bequests designated for future allocations	15,473	15,473
Emergency assistance funds	505,242	505,242
	\$ 652,895	\$ 652,895

7. Restricted net assets:

Temporarily restricted net assets consist of contributions and pledges designated for future allocation periods, funds reserved for collaborative projects with other Monadnock Region agencies, and Agency investments held by the New Hampshire Charitable Foundation. The designated balances at December 31 are as follows:

	<u>2017</u>	<u>2016</u>
Contributions and pledges for future allocation periods	\$ 1,425,914	\$ 1,561,331
Beneficial interest in assets held by NHCF	289,399	265,878
Cummunity impact grants	17,180	17,180
Special funds grants	28,645	10,609
	\$ 1,761,138	\$ 1,854,998

The Agency had no permanently restricted net assets at December 31, 2017 and 2016.

8. Retirement plan:

The Agency maintains a section 403(b) retirement plan covering all employees with at least six months of service. Employees may defer any amount from one to six percent of compensation. The Agency matches 33% of employee elective deferrals. These matching contributions amounted to \$2,308 in 2017 (\$3,563 in 2016).

9. Fundraising expenditures:

The Monadnock United Way made total fundraising expenditures of \$257,554 and \$275,712 for the years ended December 31, 2017 and 2016, respectively.

10. Subsequent events:

In preparing these financial statements, the Agency has evaluated events and transactions for potential recognition or disclosure through August 23, 2018, the date the financial statements were available to be issued. No events were noted for disclosure.

11. Reclassifications:

Certain items in the prior year financial statements have been reclassified to conform to the current year presentation. Net assets and changes in net assets are unchanged due to these reclassifications.

MONDANOCK UNITED WAY, INC. SCHEDULE OF ALLOCATIONS TO AGENCIES FOR THE YEAR ENDED DECEMBER 31, 2017 (WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2016)

	2017		2016	
AGENCY ALLOCATIONS:				
Big Brothers Big Sisters of New Hampshire	\$	69,500	\$	69,000
Cheshire Housing Trust		5,688		6,375
The Community Kitchen		64,250		72,000
Contoocook Valley Transportation Company		13,310		9,506
Granite State Children's Alliance		13,750		25,000
Home Health Care, Hospice and Community Services		72,500		90,000
Hundred Nights		43,000		50,000
Keene Day Care Center		41,000		42,000
Keene Housing Kids Collaborative		4,107		-
Keene Senior Citizens Center		17,850		20,700
Mayhew		12,500		12,500
MAPS Counseling Services		45,000		45,000
Monadnock Center for Violence Prevention		53,000		60,000
Monadnock Community Early Learning Center		57,500		65,000
Monadnock Developmental Services - PIH		25,250		30,000
Monadnock Family Services		189,501		189,095
Monadnock Area Peer Support Agency		10,000		10,000
New Hampshire Legal Assistance		10,000		10,000
New Hampshire Pro Bono Referral System		11,000		12,000
Orchard School		-		23,589
RISEFor Baby and Family		60,000		65,000
Samaritans		27,750		30,500
Southern New Hampshire Services		54,000		53,000
Southwestern Community Services		135,104		145,250
The River Center		39,025		51,500
Walpole Village School		5,000		5,000
Winchester Learning Center		56,675		62,000
2-1-1		15,000		15,000
Home visiting program		29,450		_
Donor - designated agencies		89,125		111,446
Donor designated ageneres	-	0,120	-	111,110
Total agency allocations	\$	1,269,835	\$	1,380,461