# MONADNOCK UNITED WAY

FINANCIAL STATEMENTS

DECEMBER 31, 2015

AND

INDEPENDENT AUDITORS' REPORT

# OSTER & WHEELER, PC

#### Certified Public Accountants

86 West Street, PO Box 623, Keene, NH 03431 14 Grove Street, Peterborough, NH 03458 Phone: (603) 352-4500 Fax: (603) 352-8558 Phone: (603) 924-3062 Fax: (603) 924-7805

#### INDEPENDENT AUDITORS' REPORT

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, 2015, 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 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 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, 2015, 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 2014 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated August 31, 2015. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2014, 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 Schedules of Allocations to Agencies are presented for purposes of additional analysis and are 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.

Oster & Wheeler, P.C.

Keene, New Hampshire July 12, 2016

# MONADNOCK UNITED WAY, INC. STATEMENT OF FINANCIAL POSITION DECEMBER 31, 2015

# (WITH COMPARATIVE TOTALS AS OF DECEMBER 31, 2014)

<u>ASSETS</u>		2015		2014
CURRENT ASSETS:				
Cash	\$	332,640	\$	304,791
Accounts receivable	·	7,313	,	<b>-</b>
Marketable securities		1,232,777		1,386,277
Pledges receivable, less allowance for				
uncollectible pledges of \$75,000		1,023,581		859,304
Other current assets		2,564		1,459
Total current assets		2,598,875		2,551,831
PROPERTY, PLANT AND EQUIPMENT, at cost:				
Building and improvements		99,764		99,764
Office furniture and equipment		73,552		73,552
Land		4,430		4,430
		177,746		177,746
Less - Accumulated depreciation		163,490		159,703
Total property, plant and equipment		14,256		18,043
OTHER ASSETS:				
Beneficial interest in foundation assets		259,775		272,423
Total other assets		259,775		272,423
Total assets	\$	2,872,906	\$	2,842,297
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES:				
Unpaid allocations to agencies	\$	2,800	\$	20,347
Accounts payable and accrued expenses		19,332		17,682
Total current liabilities		22,132		38,029
NET ASSETS:				
Unrestricted				
Board designated		652,895		653,895
Undesignated		377,315		386,039
		1,030,210		1,039,934
Temporarily restricted		1,820,564		1,764,334
Total net assets		2,850,774		2,804,268
Total liabilities and net assets	\$	2,872,906	\$	2,842,297

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

# MONADNOCK UNITED WAY, INC.

# **STATEMENT OF ACTIVITIES**

# FOR THE YEAR ENDED DECEMBER 31, 2015

	2015				2014			
			,	Геmporarily				
		Unrestricted		Restricted		Totals		Totals
CAMPAIGN SUPPORT AND REVENUE:								
General campaign	\$	470,558	\$	1,608,000	\$	2,078,558	\$	1,895,647
Less: Uncollectible pledges		(28,057)		(75,000)		(103,057)		(105,043)
Recovery of uncollectible pledges		36,849				36,849		32,549
Net general campaign revenue		479,350		1,533,000		2,012,350		1,823,153
General campaign assets released from restriction		1,464,122		(1,464,122)				
Total campaign support and revenue		1,943,472		68,878		2,012,350		1,823,153
CAMPAIGN DISTRIBUTIONS AND								
FUNCTIONAL EXPENSES: Distributions:								
Agency allocations and designations		1,461,827		-		1,461,827		1,446,552
Payments to affiliated organizations		21,054		<u> </u>		21,054		18,535
Total distributions		1,482,881		-		1,482,881		1,465,087
Program services:								
Community and relationship building		159,325				159,325		156,948
Total program services		159,325				159,325		156,948
Support services:								
Management and general		60,926		-		60,926		56,763
Campaign and communications		237,038		-		237,038		221,802
Allocations and agency relations		51,174				51,174		47,857
Total support services		349,138				349,138		326,422
Total functional expenses		508,463				508,463		483,370
Total campaign distributions and functional expense	es	1,991,344				1,991,344		1,948,457
Net income (loss) from campaign activities		(47,872)		68,878		21,006		(125,304)
OTHER REVENUES AND EXPENSES:								
Change in FMV of beneficial interest								
in foundation assets		-		(7,611)		(7,611)		12,775
Investment income		1,656		-		1,656		1,574
Unrealized gain (loss) on investments		(1,649)		-		(1,649)		(2,309)
Other contributions & bequests		28,773		-		28,773		56,699
Allocation of funds designated for community impact	et	(7,892)		7,892		-		-
Community impact grants		105,527		-		105,527		5,000
Community impact expenditures		(109,717)		-		(109,717)		(4,307)
Other revenue Other expenditures		8,283 238		-		8,283 238		8,727 (13,669)
Foundation assets released from restriction		12,929		(12,929)		236		(13,009)
Net other revenues and expenses		38,148		(12,648)		25,500		64,490
Change in net assets		(9,724)		56,230		46,506		(60,814)
Net assets, beginning of year		1,039,934						
	¢		¢	1,764,334	¢.	2,804,268	Φ	2,865,082
Net assets, end of year	\$	1,030,210	\$	1,820,564	\$	2,850,774	\$	2,804,268

# MONADNOCK UNITED WAY STATEMENT OF FUNCTIONAL EXPENSES

## FOR THE YEAR ENDED DECEMBER 31, 2015

	Management & General	Campaign & Communications	Allocations & Agency Relations	Community & Relationship Building	Totals 2015	Totals 2014
Salaries and wages	\$ 42,286	\$ 158,574	\$ 34,785	\$ 105,375	\$ 341,020	\$ 289,875
Employee benefits	681	2,555	561	1,698	5,495	23,832
Payroll taxes	3,615	13,558	2,974	9,010	29,157	25,409
Total salaries and						
related expenses	46,582	174,687	38,320	116,083	375,672	339,116
Contracted services	5,262	19,731	4,328	13,111	42,432	39,018
Professional fees	1,979	7,422	1,629	4,932	15,962	23,958
Supplies	742	2,781	610	1,848	5,981	4,325
Telephone	291	1,090	239	725	2,345	3,113
Postage & shipping	603	2,261	496	1,502	4,862	4,306
Occupancy	1,203	4,512	990	2,998	9,703	8,859
Equipment maintenance	174	653	143	434	1,404	635
Printing & publications	934	14,189	1,213	2,334	18,670	20,178
Travel	158	141	130	845	1,274	2,071
Conferences, meeting &						
staff development	872	1,601	1,329	9,217	13,019	14,580
Community needs assessn	nent -	-	-	-	-	6,874
Other	1,656	6,209	1,361	4,126	13,352	12,722
Subtotal	60,456	235,277	50,788	158,155	504,676	479,755
Depreciation	470	1,761	386	1,170	3,787	3,615
Total	\$ 60,926	\$ 237,038	\$ 51,174	\$ 159,325	\$ 508,463	\$ 483,370

# MONADNOCK UNITED WAY STATEMENT OF CASH FLOWS

# FOR THE YEAR ENDED DECEMBER 31, 2015

	 2015	 2014
RECONCILIATION OF CHANGE IN NET ASSETS TO CASH		
PROVIDED BY OPERATING ACTIVITIES:		
Change in net assets	\$ 46,506	\$ (60,814)
Adjustments to reconcile change in net assets to net cash		
provided by operating activities		
Depreciation	3,787	3,615
Unrealized loss on investment	1,649	2,309
Increase (decrease) in market value of beneficial interest	12,648	(3,261)
(Increase) decrease in the following assets:		
Accounts receivable	(7,313)	-
Marketable securities	151,851	69,684
Pledges receivable	(164,277)	121,430
Other current assets	(1,105)	2,950
Increase (decrease) in the following liabilities:		
Unpaid allocations to agencies	(17,547)	(1,701)
Accounts payable and accrued expenses	1,650	5,658
Total adjustments	(18,657)	200,684
Net cash provided by operating activities:	27,849	139,870
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase of equipment	-	(3,266)
Net cash used in investing activities		(3,266)
NET INCREASE IN CASH	27,849	136,604
CASH, beginning of year	304,791	168,187
CASH, end of year	\$ 332,640	\$ 304,791

#### 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.

The Agency operates community building, Impact Monadnock and help-line programs to which \$193,601 and \$156,948 were allocated in 2015 and 2014, respectively.

<u>Basis of presentation</u> – The accompanying financial statements have been prepared on the accrual basis of accounting. Non-cash contributions are recorded at fair market value on date of donation. Income earned on net assets, including net realized appreciation on investments, 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>Cash equivalents</u> – For the purpose of the statements of cash flows, the Agency considers cash equivalents to be all highly liquid securities with an original maturity of three months or less.

#### 1. Summary of significant accounting policies (continued):

<u>Deposits</u> – As of December 31, 2015, the carrying amount of the Agency's deposits was \$311,582 (\$304,788 in 2014) and the bank balances totaled \$323,911 (\$299,509 in 2014). Deposit balances not covered by federal depository insurance (current FDIC limit of \$250,000) totaled \$61,582 and \$54,788 as of December 31, 2015 and 2014, respectively.

<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 years collection rate.

<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 2015 and 2014, 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:

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

Repairs and maintenance are expensed when incurred while betterments 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 date of gift.

<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.

#### 1. Summary of significant accounting policies (continued):

<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. Marketable securities:

The Organization's investment assets are reported at fair value in the accompanying statements 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 statements 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>2015</u>	<u>2014</u>
Government sercurities - cost	\$ 171,280	\$ 171,280
Money Market	1,061,744	1,213,595
Unrealized gain (loss)	(247)	1,402
Market value	\$ 1,232,777	\$ 1,386,277

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

<u>2015</u>	<u>Unrestricted</u>	Restricted	<u>Total</u>
Interest	\$ 1,656	\$ -	\$ 1,656
Unrealized loss on investments	(1,649)		(1,649)
Total investment return	\$7	\$	\$7

#### 2. Marketable securities (continued):

<u>2014</u>	Unrestricted	Restricted	<u>Total</u>
Interest	\$ 1,574	\$ -	\$ 1,574
Unrealized loss on investments	(2,309)	<u>-</u> _	(2,309)
Total investment return	\$ (735)	\$ <u>-</u>	\$ (735)

#### 3. Beneficial interest in assets held by others:

The Monadnock United Way 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 Monadnock United Way 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 the Monadnock United Way was \$707,848 and \$756,789, as of December 31, 2015 and 2014, respectively. Disbursements received from these funds totaled \$29,403 and \$26,428 for the years ended December 31, 2015 and 2014, respectively.

Agency funds were irrevocably transferred from the Monadnock United Way to the NHCF, and the Monadnock United Way designated itself as the beneficiary. In accordance with accounting standards, the Monadnock United Way 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 Monadnock United Way is the source and beneficiary of the funds. The Monadnock United Way 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 \$259,775 and \$272,423, as of December 31, 2015 and 2014, respectively. Disbursements received from these funds totaled \$10,357 and \$9,513 for the years ended December 31, 2015 and 2014, respectively.

#### 4. <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>2015</u>	<u>2014</u>
Equipment and capital expenditures	\$ 121,342	\$ 121,342
Venture grants	10,838	10,838
Bequests designatied for future allocations	15,473	16,473
Emergency assistance funds	505,242	505,242
	\$ 652,895	\$ 653,895

#### 5. 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>2015</u>	<u>2014</u>
Contributions and pledges for future allocation periods	\$ 1,533,000	\$ 1,464,122
Beneficial interest in assets held by NHCF	259,775	272,423
Cummunity impact grants	17,180	17,180
Special funds grants	10,609	10,609
	\$ 1,820,564	\$ 1,764,334

The Agency had no permanently restricted net assets at December 31, 2015 and 2014.

#### 6. 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 per cent of compensation. The Agency matches 33% of employee elective deferrals. These matching contributions amounted to \$3,181 in 2015 (\$3,053 in 2014).

#### 7. <u>Fundraising expenditures</u>:

The Monadnock United Way made total fundraising expenditures of \$237,038 and \$221,744 for the years ended December 31, 2015 and 2014, respectively.

#### 8. Subsequent events:

In preparing these financial statements, the Agency has evaluated events and transactions for potential recognition or disclosure through July XX, 2016, the date the financial statements were available to be issued. No events were noted for disclosure.

#### 9. 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. SCHEDULES OF ALLOCATIONS TO AGENCIES FOR THE YEAR ENDED DECEMBER 31, 2015

	2015		2014	
AGENCY ALLOCATIONS:				
AIDS Services of the Monadnock Region	\$	1,063	\$	25,250
Big Brothers/Big Sisters		80,000		67,333
Cheshire Housing Trust		10,000		6,400
The Community Kitchen		85,000		71,542
Contoocook Valley Transportation Company		10,049		16,827
Harrisville Children's Center		-		12,563
Home Health Care, Hospice and Community Services		85,000		106,970
Hundred Nights		55,000		29,457
Keene Day Care Center		47,500		39,979
Keene Family YMCA		-		54,708
Keene Senior Citizens Center		32,500		33,667
Mayhew		15,000		14,875
MAPS Counseling Services		45,000		37,875
Monadnock Center for Violence Prevention		65,000		51,132
Monadnock Community Early Learning Center		72,000		67,333
Monadnock Developmental Services - PIH		38,250		32,035
Monadnock Family Services		230,900		194,845
Monadnock Area Peer Support Agency		7,500		6,281
Monadnock Worksource		32,960		27,604
New Hampshire Legal Assistance		25,000		33,500
New Hampshire Pro Bono Referral System		11,750		9,841
Orchard School		31,000		25,250
Phoenix House Keene Center (Marathon of Keene)		-		12,563
RISEFor Baby and Family		76,250		64,177
Samaritans		30,500		33,340
Southern New Hampshire Services		60,000		50,250
Southwestern Community Services		152,000		128,138
The River Center		57,000		50,250
United Way of New Hampshire		, -		11,250
Walpole Village School		14,000		_
Winchester Learning Center		60,000		50,500
2-1-1		15,000		3,750
Donor - designated agencies		16,605		77,067
2 onor deorginated ageneres	-	10,000		77,007
Total agency allocations	\$	1,461,827	\$	1,446,552