

FINANCIAL STATEMENTS

For the Years Ended
June 30, 2017 and 2016

Prepared for:

UNITED WAY OF BENTON & LINCOLN COUNTIES

ANDERSON GROUP

CERTIFIED PUBLIC ACCOUNTANTS, LLC

2165 NW Professional Drive, Suite 101

Corvallis, OR 97330

(541) 757-2070

United Way of Benton & Lincoln Counties
Statement of Financial Position
As of June 30,

	2017	2016
ASSETS		
Cash	\$ 128,023	\$ 248,931
Pledges receivable	178,162	249,623
Property, equipment and software (net)	18,109	6,248
TOTAL ASSETS	\$ 324,294	\$ 504,802
LIABILITIES		
Payroll liabilities	\$ 8,351	\$ 19,601
Grants payable	50,247	141,940
Designations payable	173,014	179,852
TOTAL LIABILITIES	231,612	341,393
NET ASSETS		
Unrestricted	21,078	100,566
Unrestricted - Board designated	62,843	62,843
Total Unrestricted Net Assets	83,921	163,409
Temporarily Restricted Net Assets	8,761	-
TOTAL NET ASSETS	92,682	163,409
TOTAL LIABILITIES AND NET ASSETS	\$ 324,294	\$ 504,802

See accompanying notes.

United Way of Benton & Lincoln Counties
Statement of Activities
For the Years Ended June 30,

	2017	2016
CHANGES IN UNRESTRICTED NET ASSETS		
SUPPORT AND REVENUE		
Gross campaign results	\$ 392,533	\$ 487,705
Less: Allowance for uncollectible pledges	(5,366)	(7,605)
Less: Donor designations	(122,544)	(121,082)
In Kind Contributions	62,429	49,513
Administrative services revenue	8,861	8,466
Special events	-	1,612
Interest income	407	1,537
Miscellaneous income	-	3,000
	336,320	423,146
Net Assets Released From Restrictions	60,324	-
	396,644	423,146
EXPENSES		
Program Expenses:		
Allocations and other programs	364,230	373,999
Support Services:		
Management and general	32,391	20,248
Fundraising	79,511	44,262
	476,132	438,509
Decrease in Unrestricted Net Assets	(79,488)	(15,363)
CHANGES IN TEMPORARILY RESTRICTED NET ASSETS		
Contributions	69,085	-
Net Assets Released from Restrictions	(60,324)	-
	8,761	-
DECREASE IN NET ASSETS	(70,727)	(15,363)
NET ASSETS - BEGINNING OF YEAR	163,409	178,772
NET ASSETS - END OF YEAR	\$ 92,682	\$ 163,409

See accompanying notes.

United Way of Benton & Lincoln Counties
Statement of Functional Expenses
For the Year Ended June 30, 2017
(With Comparative Totals for the Year Ended June 30, 2016)

	2017				2016
	Support Services			(Summarized)	
	Allocations and Other Programs	Management and General	Fundraising	Total	Total
Allocations to agencies					
Gross allocations awarded	\$ 187,737	\$ -	\$ -	\$ 187,737	\$ 209,664
Less: Donor designations	(122,544)	-	-	(122,544)	(121,082)
Net Allocations to agencies	65,193	-	-	65,193	88,582
Payroll and payroll related					
Salaries	156,330	6,277	41,826	204,433	167,319
Payroll taxes	14,322	862	6,292	21,476	16,361
Employee benefits	16,933	1,044	7,609	25,586	25,674
Total Payroll and payroll related	187,555	8,183	55,757	251,495	209,354
Travel and meals	9,300	191	763	10,254	8,216
Rent and occupancy	51,747	1,150	4,600	57,497	49,695
Communications	8,629	192	767	9,588	10,122
Service charges	581	346	2,733	3,660	2,707
Insurance	2,103	1,131	251	3,485	3,281
Professional fees	10,548	19,700	938	31,186	18,130
Dues and subscriptions	1,348	584	120	2,052	3,171
Community involvement	3,091	69	275	3,435	857
Supplies	1,768	34	2,760	4,562	4,884
Postage	1,152	76	910	2,138	1,368
Printing	1,749	27	3,898	5,674	6,995
State charitable fund drive fee	1,164	-	4,651	5,815	5,766
Volunteer expense	381	8	20	409	2,410
Advertising	3,458	243	402	4,103	2,049
Day of Caring and event expense	4,476	-	-	4,476	8,577
United Way of America					
annual membership fee	2,109	184	-	2,293	5,085
Miscellaneous	1,783	139	157	2,079	720
Depreciation	6,065	134	539	6,738	6,540
TOTAL FUNCTIONAL EXPENSES	\$ 364,230	\$ 32,391	\$ 79,511	\$ 476,132	\$ 438,509

See accompanying notes.

United Way of Benton & Lincoln Counties
Statement of Cash Flows
For the Years Ended June 30,

	<u>2017</u>	<u>2016</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Decrease in Net Assets	\$ (70,727)	\$ (15,363)
Adjustments to reconcile decrease in net assets to net cash provided (used) by operating activities:		
Depreciation	6,738	6,540
In kind donation of capitalized assets	(6,600)	(760)
(Increase) Decrease in Pledges receivable	71,461	(22,349)
(Decrease) Increase in Payroll liabilities	(11,249)	7,882
(Decrease) Increase in Grants payable	(91,693)	16,084
(Decrease) Increase in Designations payable	(6,838)	17,220
Net Cash Provided by Operating Activities	<u>(108,908)</u>	<u>9,254</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	<u>(12,000)</u>	<u>(3,372)</u>
Net Cash Used by Investing Activities	<u>(12,000)</u>	<u>(3,372)</u>
Net (Decrease) Increase in Cash	(120,908)	5,882
Cash at Beginning of Year	<u>248,931</u>	<u>243,049</u>
CASH AT END OF YEAR	<u><u>\$ 128,023</u></u>	<u><u>\$ 248,931</u></u>

See accompanying notes.

United Way of Benton & Lincoln Counties
Notes to Financial Statements
For the Years Ended June 30, 2017 and 2016

NOTE 1 – NATURE OF ACTIVITIES

United Way of Benton & Lincoln Counties – an independent, locally managed not-for-profit organization – brings people and communities together to advance the common good by creating a better life for us all. United Way has been redesigning systems, coordinating multi-sector partnerships, educating policymakers, investing in targeted programs, and engaging United Way’s volunteers in significant ways in Benton County since 1954 and in Lincoln County since 1955.

United Way’s mission is to “increase the organized capacity of people in Benton and Lincoln counties to care for one another.” Achieving this means we span many altitudes, from the ground-level work of mobilizing volunteers and funding basic needs programs, to the high-level work of forging system-wide change and creating effective strategic partnerships. We deliver on our mission in the following ways:

- Providing funding support for programs meeting basic needs today
- Working with community stakeholders to address and Break the Cycle of Childhood Poverty
- Supporting affordable, quality childcare so families can work
- Promoting educational supports for youth, so they can stay on track in school
- Ensuring access to life and job skills training for youth and young adults so they can succeed in life
- Promoting financial literacy so more people can make smart choices about their opportunities and challenges
- Promoting community-wide volunteerism

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements of the Organization have been prepared on the accrual basis of accounting and, accordingly, reflect all significant receivables, payables and other liabilities in accordance with accounting principles generally accepted in the United States of America.

United Way of Benton & Lincoln Counties
Notes to Financial Statements
For the Years Ended June 30, 2017 and 2016

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation

The Organization reports information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted.

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted net assets depending on the existence or nature of any donor restrictions. All donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets, depending on the nature of the restriction.

Contributions of cash and other assets are reported as temporarily restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified into unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Contributions received with donor-imposed restrictions that are met in the same year in which the contributions are received are classified as unrestricted contributions. There were no permanently restricted net assets as of June 30, 2017 and 2016.

Use of Estimates

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

Income Tax Status

The corporation is qualified as an organization exempt from federal and state income tax under Internal Revenue Code Section 501(c)(3) and is exempt from federal, state and local income taxes and classified by the Internal Revenue Service as other than a private foundation. The corporation is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. Foundation management believes it is no longer subject to income tax examinations for years prior to 2012.

Cash and Cash Equivalents

Cash and cash equivalents include all monies in banks and highly liquid investments with maturity dates of less than three months. The carrying value of cash and cash equivalents approximates fair value because of the short maturities of those financial instruments.

United Way of Benton & Lincoln Counties
Notes to Financial Statements
For the Years Ended June 30, 2017 and 2016

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Property, Equipment and Software

Acquisitions of land, building and equipment in excess of \$500 are capitalized. Buildings and improvements are depreciated over 10 to 25 years, while equipment and software are depreciated over an average of 5 years. Depreciation is computed using the straight-line method based on the various classes of assets.

Donations of land, building and equipment are recorded as support at their estimated fair value on the date of donation. Such donations are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose.

Public Support and Revenue

Annual campaign contributions are generally available for unrestricted use in the related campaign year unless specifically designated by the donor. The annual calendar year campaigns begin in the fall of the prior year. Pledges received for the 2016 and 2015 calendar year campaigns were recorded as revenue during the years ended June 30, 2017 and 2016, respectively. Pledges are generally received during the pledge year. As of June 30, pledges that have not been received for the previous calendar year are written off as uncollectible.

The Organization also acts as an agent for collection and distributions of other funds, which are accounted for as agency funds, thus not reported on the accompanying Statement of Financial Activities.

Contributions are reported as either temporarily or permanently restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified as unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Donor-restricted contributions whose restrictions are met within the same year as received are reported as unrestricted contributions in the accompanying financial statements.

The Organization uses the allowance method to estimate uncollectible pledges. The allowance reduces pledges receivable, recorded in the statement of financial position, to estimated net collectible amounts. The allowance is based on prior years' experience and management's analysis of specific promises made.

For the years ended June 30, 2017 and 2016, management estimated the allowance at 7% for Benton County pledges and 10% for Lincoln County pledges, amounting to \$12,796 and \$13,744 as of June 30, 2017 and 2016, respectively.

United Way of Benton & Lincoln Counties
Notes to Financial Statements
For the Years Ended June 30, 2017 and 2016

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Contributed Services

A number of volunteers have made significant contributions of time to United Way's programs and fund-raising campaign. The value of this contributed time does not meet the criteria for recognition as contributed service revenue/expense and, accordingly, is not reflected in the accompanying financial statements.

Functional Allocation of Expenses

The costs of providing program and supportive services have been summarized on a functional basis in the statements of activities and changes in net assets and the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and supported services.

Comparative Data

The amounts shown for the year ended June 30, 2016 in the accompanying statement of functional expenses are included to provide a basis for comparison with 2017. Accordingly, the 2016 totals are not intended to present all information necessary for a fair presentation in conformity with accounting principles generally accepted in the United States of America. Such information should be read in conjunction with the Organization's financial statements for the year ended June 30, 2016, from which the summarized information was derived.

Concentrations

Credit risk: The Organization places its cash and temporary investments with various financial institutions. As of June 30, 2017 and 2016, none of the bank balances exceeded the federally insured limit.

Geographic location: The Organization receives a majority of its donations from individuals and organizations within the same geographic region of Benton and Lincoln counties.

Pledges: There are four local employers and donors who each account for over 5% of the Pledges receivable as of June 30, 2017. Approximately 54% of the Pledges receivable are from individuals employed by these local employers or the employers themselves.

United Way of Benton & Lincoln Counties
Notes to Financial Statements
For the Years Ended June 30, 2017 and 2016

NOTE 3 – PLEDGES RECEIVABLE

Pledges receivable consist of public pledges of contributions to the Organization. These pledges consist of payroll deductions from employees of various businesses and direct contributions from businesses and individuals. An allowance for uncollectible pledges is based on historical information. Pledges receivable consisted of the following as of June 30,:

	<u>2017</u>	<u>2016</u>
Pledges receivable	\$ 190,958	\$ 263,367
Allowance for uncollectible pledges	<u>(12,796)</u>	<u>(13,744)</u>
Net Pledges Receivable	<u>\$ 178,162</u>	<u>\$ 249,623</u>

To the extent that corporate and individual pledges receivable have been designated by the donor for a specific agency, a corresponding liability for designations payable has been recorded. At June 30, 2017 and 2016, these designations, net of allowance for uncollectible pledges totaled \$173,014 and \$179,852, respectively.

NOTE 4 – PROPERTY, EQUIPMENT AND SOFTWARE

Property, equipment and software consisted of the following at June 30,:

	<u>2017</u>	<u>2016</u>
Furniture and fixtures	\$ 8,572	\$ 8,572
Office equipment	5,069	5,069
Computer hardware and software	25,853	24,584
Mobile Makerspace	<u>17,330</u>	<u>-</u>
	56,824	38,225
Accumulated Depreciation	<u>(38,715)</u>	<u>(31,977)</u>
Net Property, Equipment and Software	<u>\$ 18,109</u>	<u>\$ 6,248</u>

NOTE 5 – GRANTS PAYABLE

The Organization conducts an open, competitive process to distribute undesignated funds among community partner agencies based on pledge/contribution results from the annual campaigns, which end on June 30th of each year. Applicant agencies must meet minimum funding criteria to be accepted into the granting cycle. Acceptance into the granting cycle does not guarantee funding. Citizen volunteers, representing the interest of hundreds of donors, review all agency requests and make funding recommendations to the Organization's Board, who reviews and approves the recommendations. During the years ended June 30, 2017 and 2016, allocations were committed in the amount of \$50,247 and \$141,940 to be paid out during the following fiscal years ended June 30, 2018 and 2017, respectively.

United Way of Benton & Lincoln Counties
Notes to Financial Statements
For the Years Ended June 30, 2017 and 2016

NOTE 6 – OPERATING LEASES

Office Space – Benton County

The Organization’s use of office space in Benton County is donated by another non-profit organization. The value of the monthly donated rent is estimated at \$4,167 per month. The lease expires June 30, 2018 and is renewable on an annual basis with both parties’ agreement.

Office Space – Lincoln County

The Organization’s use of office space in Lincoln County is donated by another non-profit organization. The value of the monthly donated rent is estimated at \$250 per month. The lease is a month-to-month lease.

Copier

In July 2014, the Organization entered into a non-cancelable operating lease for a copier, folder/insertor and postage machine. The lease requires a monthly payment of \$496 for 60 months, ending August 2019.

Future minimum lease payments for each of the next five years and in total are as follows:

Year Ending June 30,

	2018		\$ 5,952
	2019		<u>5,952</u>
	Total		<u>\$ 11,904</u>

NOTE 7 – BOARD DESIGNATED NET ASSETS

The Organization’s Board of Directors has chosen to place the following limitations on unrestricted net assets as of June 30,:

	<u>2017</u>	<u>2016</u>
Operating Reserve – Benton County	\$ 47,338	\$ 47,338
Operating Reserve – Lincoln County	<u>15,505</u>	<u>15,505</u>
Total Board Designated Net Assets	<u>\$ 62,843</u>	<u>\$ 62,843</u>

United Way of Benton & Lincoln Counties
Notes to Financial Statements
For the Years Ended June 30, 2017 and 2016

NOTE 8 – TEMPORARILY RESTRICTED NET ASSETS

Temporarily Restricted Net Assets as of June 30, 2017 consisted of the following:

	Beginning			Ending
	<u>Balance</u>	<u>Donations</u>	<u>Expenses</u>	<u>Balance</u>
Dolly Parton Imagination Library	\$ -	\$ 2,301	\$ (233)	\$ 2,068
Mobile Makerspace	-	20,325	(20,109)	216
Housing Opportunities Action Co	-	38,498	(38,354)	144
South Benton Advisory Group	-	7,961	(1,628)	6,333
	<u>\$ -</u>	<u>\$ 69,085</u>	<u>\$ (60,324)</u>	<u>\$ 8,761</u>

NOTE 9 – RETIREMENT PLAN

The Organization contributes 4% of employees' salaries to a tax shelter annuity. Contributions for the years ended June 30, 2017 and 2016 were \$4,315 and \$4,673, respectively.

NOTE 10 – IN KIND CONTRIBUTIONS AND RELATED EXPENSES

In Kind contributions were received for the following expenses during the year ended June 30, :

	<u>2017</u>	<u>2016</u>
Rent and occupancy	\$ 53,000	\$ 45,492
Postage, Printing and Supplies	2,120	2,875
Mobile Makerspace equipment	6,600	-
Software	-	761
Day of caring and event expense	<u>709</u>	<u>385</u>
Total	<u>\$ 62,429</u>	<u>\$ 49,513</u>

United Way of Benton & Lincoln Counties
Notes to Financial Statements
For the Years Ended June 30, 2017 and 2016

NOTE 11 – FAIR VALUE OF ASSETS AND LIABILITIES

Generally accepted accounting principles (GAAP) requires disclosure of an estimate of fair value of certain financial instruments. The Organization's significant financial instruments are cash, pledges receivable and other short-term assets and liabilities. For these financial instruments, carrying values approximate fair value.

The Fair Value Measurements Topic of the FASB Accounting Standards Codification establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to measurements involving significant unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are as follows:

Level 1 - Valuations based on quoted prices in active markets for identical assets or liabilities that the Institute has the ability to access. Valuation adjustments and block discounts are not applied to level one instruments. Since valuations are based on quoted prices that are readily and regularly available in an active market, valuation of these does not entail a significant degree of judgment. All of the Institute's cash equivalents are considered Level 1.

Level 2 - Valuations based on quoted prices in markets that are not active or for which all significant inputs are observable, directly or indirectly.

Level 3 - Valuations based on inputs that are unobservable and significant to the overall fair value measurement.

At June 30, 2017 and 2016, the Organization had no liabilities that are required to be measured in accordance with FASB ASC 820-10.

NOTE 12 – SUBSEQUENT EVENTS

Subsequent events are events or transactions that occur after the balance sheet date but before financial statements are issued. The Organization recognizes in the financial statements the effects of all subsequent events that provide additional evidence about conditions that existed at the date of the balance sheet, including the estimates inherent in the process of preparing the financial statements. The Organization's financial statements do not recognize subsequent events that provide evidence about conditions that did not exist at the date of the balance sheet but arose after the balance sheet date and before financial statements are available to be issued. The Organization has evaluated subsequent events through September 20, 2017, which is the date the financial statements are issued.

United Way of Benton & Lincoln Counties
 Supplemental Schedule
 Statement of Revenue and Expenses by County
 For the Year Ended June 30, 2017

	Benton County	Lincoln County	Total
REVENUE			
Gross campaign results	\$ 331,391	\$ 61,142	\$ 392,533
Temporarily restricted donations	68,585	500	69,085
Less: Allowance for uncollectible pledges	(6,828)	1,462	(5,366)
Less: Donor designations	(121,391)	(1,153)	(122,544)
In Kind Contributions	59,429	3,000	62,429
Administrative services revenue	8,861	-	8,861
Special events	-	-	-
Interest	367	40	407
Miscellaneous income	-	-	-
TOTAL REVENUE	340,414	64,991	405,405
EXPENSES			
Gross funds awarded	158,294	29,443	187,737
Less: Donor designations	(121,391)	(1,153)	(122,544)
Net Funds Awarded	36,903	28,290	65,193
Salaries	177,888	26,545	204,433
Payroll taxes	18,694	2,782	21,476
Employee benefits	24,245	1,341	25,586
Travel	6,044	4,210	10,254
Rent and occupancy	54,497	3,000	57,497
Communications	8,448	1,140	9,588
Service charges	3,446	214	3,660
Insurance	3,050	435	3,485
Professional fees	26,561	4,625	31,186
Dues and subscriptions	1,525	527	2,052
Community involvement	3,229	206	3,435
Supplies	4,223	339	4,562
Postage	1,853	285	2,138
Printing	4,638	1,036	5,674
State charitable fund drive fee	4,914	901	5,815
Volunteer expense	349	60	409
Advertising	3,722	381	4,103
Day of Caring and event expense	3,878	598	4,476
United Way of America annual membership fee	1,938	355	2,293
Miscellaneous	1,976	103	2,079
Depreciation	6,738	-	6,738
TOTAL EXPENSES	398,759	77,373	476,132
NET REVENUE UNDER EXPENSES	\$ (58,345)	\$ (12,382)	\$ (70,727)

United Way of Benton & Lincoln Counties
 Supplemental Schedule
 Statement of Revenue and Expenses by County
 For the Year Ended June 30, 2016

	Benton County	Lincoln County	Total
REVENUE			
Gross campaign results	\$ 424,263	\$ 63,442	\$ 487,705
Less: Allowance for uncollectible pledges	(4,130)	(3,475)	(7,605)
Less: Donor designations	(120,285)	(797)	(121,082)
In Kind Donations	46,513	3,000	49,513
Administrative services revenue	8,394	72	8,466
Special events	1,612	-	1,612
Interest	1,255	282	1,537
Miscellaneous income	-	3,000	3,000
TOTAL REVENUE	357,622	65,524	423,146
EXPENSES			
Gross funds awarded	178,062	31,602	209,664
Less: Donor designations	(120,285)	(797)	(121,082)
Net Funds Awarded	57,777	30,805	88,582
Salaries	118,092	49,227	167,319
Payroll taxes	11,333	5,028	16,361
Employee benefits	18,768	6,906	25,674
Travel	6,379	1,837	8,216
Rent and occupancy	46,695	3,000	49,695
Communications	9,032	1,090	10,122
Service charges	2,043	664	2,707
Insurance	2,906	375	3,281
Professional fees	15,616	2,514	18,130
Dues and subscriptions	2,111	1,060	3,171
Community involvement	857	-	857
Supplies	4,755	129	4,884
Postage	1,301	67	1,368
Printing	5,913	1,082	6,995
State charitable fund drive fee	5,063	703	5,766
Volunteer expense	2,313	97	2,410
Advertising	1,746	303	2,049
Day of Caring and event expense	6,024	2,553	8,577
United Way of America annual membership fee	4,394	691	5,085
Miscellaneous	720	-	720
Depreciation	6,540	-	6,540
TOTAL EXPENSES	330,378	108,131	438,509
NET EXPENSES OVER REVENUE	\$ 27,244	\$ (42,607)	\$ (15,363)