# UNITED WAY OF COASTAL GEORGIA, INC. (A Nonprofit Georgia Corporation)

# AUDITOR'S REPORT & FINANCIAL STATEMENTS

# FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018

Arline & Wiggins, CPAs, LLC Certified Public Accountant Brunswick, Georgia

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Joel K. Arline, CPA + Jennifer S. Wiggins, CPA

## **INDEPENDENT AUDITOR'S REPORT**

To the Board of Directors of United Way of Coastal Georgia, Inc.,

### **Report on the Financial Statements**

We have audited the accompanying financial statements of United Way of Coastal Georgia, Inc. (a nonprofit Organization), which comprise the statements of financial position as of December 31, 2019 and 2018, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

## Management's Responsibility for the Financial Statements

Management is responsible for the preparation and the 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 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 audits 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' judgement, 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 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 United Way of Coastal Georgia, Inc. as of December 31, 2019 and 2018 and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Arline + Wiggins, CP, 40, XXC

Arline & Wiggins, CPAs, LLC

Brunswick, GA February 28, 2020

## STATEMENTS OF FINANCIAL POSITION

# December 31, 2019 and 2018

## ASSETS

	2019	2018
CURRENT ASSETS		
Cash and cash equivalents	\$ 678,500	\$ 727,761
Campaign promises to give, net	114,833	86,622
Contributions receivable - in-kind rent	28,300	28,598
Undeposited funds	650	-
Prepaid expenses	6,193	4,050
Total current assets	828,476	847,031
ENDOWMENT INVESTMENTS - RESTRICTED		
Cash and cash equivalents		69,143
PROPERTY AND EQUIPMENT		
Office furniture and equipment	22,665	22,665
Leasehold Improvements	19,379	19,379
Software	4,750	4,750
Total property and equipment	46,794	46,794
Less: accumulated depreciation	(46,794)	(45,830)
Net property and equipment		964
TOTAL ASSETS	<u>\$ 828,476</u>	<u>\$ 917,138</u>

## STATEMENTS OF FINANCIAL POSITION - CONTINUED

## December 31, 2019 and 2018

## LIABILITIES AND NET ASSETS

	2019	2018
CURRENT LIABILITIES		
Accounts payable	\$ 7,045	\$ 9,470
Accrued compensation and related expenses	2,059	995
Designations and allocations payable	230,345	183,851
Total current liabilities	239,449	194,316
NET ASSETS		
Net assets without donor restrictions	560,727	625,839
Net assets with donor restrictions	28,300	96,983
Total net assets	589,027	722,822
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 828,476</u>	<u>\$ 917,138</u>

## STATEMENTS OF ACTIVITIES

## For the Years Ended December 31, 2019 and 2018

	thout donor estrictions	ith donor estrictions		Total 2019	Total 2018
SUPPORT, REVENUE AND					
<b>RECLASSIFICATIONS:</b>					
Campaign contributions					
2019-2020 Campaign	\$ 300,809	\$ -	\$	300,809	\$ -
2018-2019 Campaign	475,349	-		475,349	535,994
2017-2018 Campaign	 -	 -		-	 270,151
Gross campaign promises to give	776,158	-		776,158	806,145
Less: Donor designations Less: Provision for	(53,644)	-		(53,644)	(234,220)
uncollectible promises to give	(38,924)	_		(38,924)	(43,415)
unconcertore promises to give	 (30,924)	 		(30,924)	 
Campaign contributions, net	 683,590	 		683,590	 528,510
In-kind rent revenue	-	40,998		40,998	-
Grant income	22,536	-		22,536	13,636
Interest income	 4,025	 _		4,025	 3,547
Total Support and Revenue	 710,151	 40,998		751,149	 545,693
Net assets released from restrictions:					
Donor-imposed restrictions	-	-		-	-
Expirations of time restrictions	 109,681	 (109,681)			 
Total net assets released from restrictions	\$ 109,681	\$ (109,681)	<u></u>		\$ 

## **STATEMENTS OF ACTIVITIES - Continued**

## For the Years Ended December 31, 2019 and 2018

	Without donor Restrictions	With donor Restrictions	Total 2019	Total 2018
EXPENSES:				
Program services	\$ 628,013	<u>\$</u>	\$ 628,013	\$ 629,015
Supporting services:				
General and administrative	106,995	-	106,995	107,900
Fundraising	149,936		149,936	151,357
Total Supporting services	256,931		256,931	259,257
Total Expenses	884,944	<u> </u>	884,944	888,272
CHANGE IN NET ASSETS	(65,112)	(68,683)	(133,795)	(342,579)
NET ASSETS, beginning of year	625,839	96,983	722,822	1,065,401
NET ASSETS, end of year	\$ 560,727	<u>\$ 28,300</u>	\$ 589,027	\$ 722,822

## STATEMENTS OF CASH FLOWS

## For the Years Ended December 31, 2019 and 2018

	2019	2018	
CASH FLOWS FROM OPERATING ACTIVITIES			
Change in net assets	\$ (133,795)	\$ (342,579)	
Adjustments to reconcile change in net			
assets to net cash (used in) provided by operating activities:			
Depreciation	964	2,313	
(Increase) decrease in assets and			
increase (decrease) in liabilities:			
Contributions receivable, net	(28,563)	213,496	
Prepaid expenses	(2,143)	(456)	
Accounts payable	(2,425)	6,480	
Accrued compensation and related expenses	1,064	(8,319)	
Designations and allocations payable	46,494	(74,747)	
Net cash flows used in operating activities	(118,404)	(203,812)	
NET CHANGE IN CASH	(118,404)	(203,812)	
CASH AND CASH EQUIVALENTS, beginning of year	796,904	1,000,716	
CASH AND CASH EQUIVALENTS, end of year	\$ 678,500	\$ 796,904	
CASH AND CASH EQUIVALENTS:			
Cash in bank - without donor restrictions	\$ 678,500	\$ 727,761	
Cash in bank - with donor restrictions		69,143	
	\$ 678,500	\$ 796,904	
SUPPLEMENTAL DATA:			
Interest paid	<u>\$</u>	<u>\$</u>	
Income taxes paid	<u>\$</u>	<u>\$</u>	

## STATEMENTS OF FUNCTIONAL EXPENSES

## For the Years Ended December 31, 2019 and 2018

	2019				
		SUPF	PORTING SERV	/ICES	
	TOTAL	GENERAL &			
	PROGRAM	ADMINIS-	FUND		TOTAL
	SERVICES	TRATIVE	RAISING	TOTAL	2019
Advertising	\$ 3,704	\$ -	\$ 11,112	\$ 11,112	\$ 14,816
Allocations to agencies	425,000	-	-	-	425,000
Bank, registration, and other fees	2,336	1,168	1,168	2,336	4,672
Conferences and meetings	7,239	3,620	3,619	7,239	14,478
Dues and subscriptions	288	144	144	288	576
Health insurance	404	269	674	943	1,347
Insurance	2,707	2,707	-	2,707	5,414
Marketing materials	7,527	-	11,291	11,291	18,818
Office expense	14,756	7,626	-	7,626	22,382
Other allocations/grants to others	23,253	-	-	-	23,253
Payroll service fees	1,902	2,007	1,373	3,380	5,282
Payroll taxes	6,998	4,969	6,549	11,518	18,516
Pension expense	693	462	1,155	1,617	2,310
Postage	135	67	473	540	675
Professional fees	5,998	5,998	-	5,998	11,996
Rent	16,518	11,150	13,628	24,778	41,296
Salaries	91,134	57,109	92,851	149,960	241,094
Telecommunications and internet	3,296	1,648	1,648	3,296	6,592
Travel expense	356	103	104	207	563
United Way Worldwide	9,544	-	-	-	9,544
Utilities	3,839	7,678	3,839	11,517	15,356
Total Expenses					
Before Depreciation	627,627	106,725	149,628	256,353	883,980
Depreciation	386	270	308	578	964
Total Expenses	\$ 628,013	<u>\$ 106,995</u>	\$ 149,936	\$ 256,931	\$884,944

## STATEMENTS OF FUNCTIONAL EXPENSES

## For the Years Ended December 31, 2019 and 2018

	2018				
		SUPP	ORTING SERV	VICES	
	TOTAL	GENERAL &			
	PROGRAM	ADMINIS-	FUND		TOTAL
	SERVICES	TRATIVE	RAISING	TOTAL	2018
Advertising	\$ 9,134	\$ -	\$ 27,403	\$ 27,403	\$ 36,537
Allocations to agencies	395,000	-	-	-	395,000
Bank, registration, and other fees	2,214	1,107	1,107	2,214	4,428
Conferences and meetings	4,403	2,201	2,201	4,402	8,805
Dues and subscriptions	223	111	111	222	445
Health insurance	827	550	1,378	1,928	2,755
Insurance	2,636	2,635	-	2,635	5,271
Marketing materials	3,262	-	4,892	4,892	8,154
Office expense	17,190	9,186	-	9,186	26,376
Other allocations/grants to others	59,142	-	-	-	59,142
Payroll service fees	1,818	1,919	1,313	3,232	5,050
Payroll taxes	6,318	4,674	6,117	10,791	17,109
Pension expense	1,635	1,089	2,725	3,814	5,449
Postage	200	100	699	799	999
Professional fees	5,502	5,502	-	5,502	11,004
Rent	17,159	11,582	14,156	25,738	42,897
Salaries	82,582	56,725	82,665	139,390	221,972
Telecommunications and internet	3,556	1,778	1,778	3,556	7,112
Travel expense	96	48	48	96	192
United Way Worldwide	11,168	-	-	-	11,168
Utilities	4,024	8,046	4,024	12,070	16,094
Total Expenses					
Before Depreciation	628,089	107,253	150,617	257,870	885,959
Depreciation	926	647	740	1,387	2,313
Total Expenses	\$ 629,015	\$ 107,900	<u>\$ 151,357</u>	\$ 259,257	\$ 888,272

## NOTES TO FINANCIAL STATEMENTS

### December 31, 2019 and 2018

## 1. SIGNIFICANT ACCOUNTING POLICIES

#### A. Nature of Activities

The United Way of Coastal Georgia, Inc. (the "United Way" or "Organization) is a non-profit organization whose primary mission is to improve lives by mobilizing the caring power of communities to advance the common good. The United Way accomplishes this mission by conducting annual fundraising campaigns and then allocating a significant portion of these contributions to various non-profit human service agencies whose programs support the most critical needs identified in the community.

United Way of Coastal Georgia is a member of United Way Worldwide. The Organization supports thirty-six programs within Glynn and McIntosh Counties that focus on education (16), health (13) and income (7). The Organization partners with local schools, government policy makers, businesses, and other groups to address the most critical issues facing the community and to mobilize resources beyond dollars that are pledged through their fundraising and leadership efforts.

The Organization's program services and initiatives include:

Allocations to agencies - The United Way helps to fund local health and human service programs, designated as partner agencies, through annual funding allocations. Agencies are determined by the Organization's Community Investment Committee, which consists of a group of experienced volunteers. Agency recommendations are based on factors such as the need for the service in the community, how efficiently the agency will use the funds, documented financial strength and governance of the organization, as well as community support for the agency services.

The Volunteer Center of Coastal Georgia – The Volunteer Center of Coastal Georgia (VCCG), a program of United Way of Coastal Georgia, Inc., promotes volunteer services and civic engagement that addresses the multifaceted needs of Coastal Georgia through a variety of service projects.

VCCG brings together individuals, families, businesses, and community groups with flexible, inspiring volunteer opportunities in Glynn and McIntosh Counties.

*Information & Resource Line* – The United Way sponsors the 211 call line which is a resource for fast, efficient health and human services information and referrals for Glynn County and McIntosh County residents. Residents can dial 912-265-1850 to be connected with an United Way staff or volunteers during business hours.

### **NOTES TO FINANCIAL STATEMENTS - Continued**

### December 31, 2019 and 2018

### 1. SIGNIFICANT ACCOUNTING POLICIES - Continued

#### B. Basis of Accounting

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

#### C. Basis of Presentation

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

#### D. Contributions

Contributions are recognized as revenue at the time the contribution or unconditional promise to give is received, net of estimated uncollectible amounts. All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Contributions are recorded as unrestricted, temporarily restricted, or permanently restricted depending on the existence or nature of any donor restrictions. All donor restricted support is reported as an increase in the temporarily or permanently restricted net assets depending on the nature of the restriction. When a stipulated time restriction ends or purpose restriction is accomplished, restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

E. Donor Designations and Agency Allocations

Donors have the option to designate all or part of their contribution to a specific organization, referred to as designated contributions. The collection of these contributions and distribution to donor specified agencies are transactions in which the United Way is acting as an agent or intermediary. Agency transactions are not reported in the statement of activities as revenue and expenses, but are included in the total campaign contributions, then are deducted as amounts designated to other organizations to arrive at net campaign revenue. Amounts deducted are carried as liabilities until paid to the designated organization.

Amounts ultimately allocated to agencies for the year are subject to the results attained in the campaign. The United Way first applies all donor designated amounts to the specified agency. The remaining balance of funds to be distributed is then allocated to arrive at the total amount to be awarded to each partner agency.

Allocations result from contributions by donors that are not specifically directed to individual organizations and agencies. These funds are allocated for distribution to various partner agencies and programs based on need and other criteria deemed appropriate by the Board of Directors.

#### **NOTES TO FINANCIAL STATEMENTS - Continued**

#### December 31, 2019 and 2018

#### 1. SIGNIFICANT ACCOUNTING POLICIES – Continued

#### F. Cash and Cash Equivalents

The Organization considered certificates of deposit to be cash equivalents. Endowment investments are also included in cash and cash equivalents. Cash and cash equivalents at December 31 are as follows:

	<u>2019</u>	<u>2018</u>
Cash and cash equivalents – current assets Cash and cash equivalents –	\$ 678,500	\$ 727,761
endowment investments	<u>-</u>	69,143
	<u>\$ 678,500</u>	<u>\$ 796,904</u>

#### G. Allocations and Commitment to Agency Programs

The annual fundraising campaign years overlap the calendar years. Some undesignated contributions are recognized as revenue in the current calendar year but will not be disbursed to the charities until the following calendar year. The United Way's total campaign allocations are accrued at the conclusion of each annual fundraising campaign after approval by the Board of Directors in the following year; therefore, no expense or corresponding liability is reported at December 31, 2019 and 2018 for these allocations.

#### H. Contributions Receivable

#### <u>Campaign</u>

Campaigns are conducted each year to raise funds for various qualified non-profit organizations in the community. Most campaign promises to give that contribute to the campaign are received by December 31 of each year but are generally collected ratably over the subsequent calendar year. Campaign promises to give are expected to be collected within one year and therefore are recorded at their net realizable value when received. This value is the gross amount of the promises to give net of an allowance of uncollectible amounts.

The provision for uncollectible pledges is computed using a historical average of actual results. The calculation is applied to gross campaign revenue including donor designations. The allowance for uncollectible promises to give was established at \$76,016 and \$80,114 at December 31, 2019 and 2018, respectively.

### **NOTES TO FINANCIAL STATEMENTS - Continued**

### December 31, 2019 and 2018

### 1. SIGNIFICANT ACCOUNTING POLICIES – Continued

#### H. Contributions Receivable - Continued

Donated Rent on Office Space Over Multi Year Lease

Contributions receivable at December 31, 2019 and 2018 includes contributed office space rental agreement with Southeast Georgia Health Systems at an annual rate of one dollar. This is a fixed-term lease with annual lease payments below market value. The fair value of the lease agreement at December 31, 2019 and 2018 is as follows:

The original lease agreement expired September 2014. The lease agreement was extended until September 13, 2020.

	2019	2018
Due in:		
Less than one year	\$ <u>28,300</u>	\$ <u>28,598</u>
One to five years	_	-
Less discount to present value	<u> </u>	<u>-</u>
Receivables – noncurrent, net	_	-
Total contributions receivable, net	\$ <u>28,300</u>	\$ <u>28,598</u>

#### I. Property and Equipment

Property and equipment are stated at cost for purchased assets and at estimated market value on the date of the gift for donated assets. Depreciation is provided using the straight-line method over the estimated useful lives of the assets. Estimated useful lives of assets are as follows:

<u>Type of Property</u>	Estimated Useful Life
Office Equipment and Software	3 to 5 years
Leasehold Improvements	Remaining length of lease term

Maintenance, repairs, and minor equipment purchases are expensed when incurred. Major leasehold improvements are capitalized and depreciated at the applicable straight-line rate.

### **NOTES TO FINANCIAL STATEMENTS - Continued**

### December 31, 2019 and 2018

### 1. SIGNIFICANT ACCOUNTING POLICIES – Continued

#### J. Contributed Services, Equipment, and Facilities

Donated services are reported as contributions when they meet certain criteria, including when (1) the services create or enhance non-financial assets, or (2) the services would be purchased if they had not been provided by contribution, require specialized skills, and be provided by individuals possessing those skills. Donated equipment, materials, or facilities, if significant, are included in support and revenue at fair value.

The United Way receives donated services from unpaid volunteers who assist in carrying out the purpose of the Organization. No amounts have been recognized in the statement of activities because the criteria for recognition have not been satisfied.

K. Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

#### L. Income Taxes

The United Way of Coastal Georgia, Inc. is a nonprofit Georgia Corporation exempt from Federal and State income taxes under Section 501 (c) (3) of the Internal Revenue Code of 1986 and is classified as other than a private foundation. Accordingly, no provision for income taxes has been computed.

#### M. Use of Estimates

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

#### 2. RETIREMENT PLAN

The Organization has established a 401(k) retirement plan, which is available to all employees who meet the eligibility requirements. The plan includes an employer match of the employee's contribution of 100% of the first 6% in 2019 and 2018. In 2019 and 2018, retirement expense was \$2,310 and \$5,449, respectively.

The total employer contributions for 2019 and 2018 totaled \$5,025 and \$7,009, respectively; however, there was a former employee that voluntarily terminated their employment with the Organization before becoming fully vested in the retirement plan, resulting in forfeitures which decreased the retirement expenses.

#### **NOTES TO FINANCIAL STATEMENTS - Continued**

#### December 31, 2019 and 2018

#### **3. FUNDS HELD FOR OTHERS**

Under contractual agreements, the United Way periodically acts as the fiscal agent for various local programs. Through the United Way, donors give to these programs and their gift is distributed by the United Way accordingly. The United Way acts as an agent for these programs; it does not recognize contribution revenue or allocation expense on the statement of activities. At December 31, 2019 and 2018 there were no funds held for others.

#### 4. CERTIFICATES OF DEPOSIT

Certificates of deposit are included in cash and cash equivalents in the accompanying financial statements. The certificates of deposit at December 31<sup>st</sup> are summarized below:

	2019	2018
Endowment Investments:		
Certificate of Deposit - J. Dugald White	\$ <u> </u>	\$ <u>69,143</u>

#### 5. **RESTRICTIONS ON NET ASSETS**

Net assets with donor restrictions totaling \$28,300 and \$96,983 at December 31, 2019 and 2018, respectively, consisted of an in-kind donation of office space and monies held in the J. Dugald White Endowment Trust Fund. The donor of the Trust Fund directed that the principal remain intact and the interest income is to be transferred to the campaign operating fund.

Net assets released by donor-imposed restrictions represent funds utilized for the specific purpose. Net assets released by expiration of time restrictions represent amortized donated office space.

Donor designated campaign contributions received during 2019 and 2018 were used for their designated purposes during the year the contributions were received therefore recognized as net assets without donor restrictions.

#### 6. CONCENTRATIONS OF CREDIT RISK

The United Way of Coastal Georgia, Inc. maintains its cash balances in several financial institutions in Brunswick and St. Simons Island, Georgia. The balances are insured by the Federal Deposit Insurance Corporation up to \$250,000. Occasionally, the Organization has excess cash deposits exceeding federally insured amounts. The Organization does not expect to incur any losses from its uninsured deposits.

### 7. COMPENSATED ABSENCES

The United Way of Coastal Georgia, Inc. has not accrued a liability for compensated absences because the amount cannot be reasonably estimated. The Organization's policy is to recognize these costs when actually paid.

## **NOTES TO FINANCIAL STATEMENTS - Continued**

### December 31, 2019 and 2018

### 8. UNITED WAY WORLDWIDE GRANT INCOME

The United Way Worldwide awarded the Organization with grants totaling \$16,400 in 2019 and \$11,036 in 2018 for hurricane relief. The funds were transferred to the Community Emergency Needs Fund that was established between the Communities of Coastal Georgia Foundation and the United Way of Coastal Georgia, Inc. The purpose of this joint fund was to support relief efforts of charitable agencies working and collaborating to address immediate community needs resulting from Hurricane Irma.

### 9. SUBSEQUENT EVENTS

Management has evaluated subsequent events through February 28, 2019, the date the financial statements were available to be issued, and have determined there are no additional adjustments and/or disclosures required other than as stated above.