

# **Meals on Wheels of Greenville, Inc.**

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**Financial Statements**

**Year Ended December 31, 2018**

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## **Independent Auditors' Report**

The Board of Directors  
Meals on Wheels of Greenville, Inc.  
Greenville, South Carolina

We have audited the accompanying financial statements of Meals on Wheels Greenville, Inc. which comprise the statement of financial position as of December 31, 2018, 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 auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Meals on Wheels Greenville, Inc. as of December 31, 2018, and its changes in net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

*Dixon Hughes Goodman LLP*  
**Greenville, South Carolina**  
**June 12, 2019**

**Meals on Wheels of Greenville, Inc.**  
**Statement of Financial Position**  
**December 31, 2018**

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**Assets**

Cash and cash equivalents	\$	639,823
Accounts receivable		23,767
Contributions receivable		25,250
Prepaid expenses		37,754
Beneficial interest in charitable remainder trust		2,162
Property and equipment, less accumulated depreciation		<u>931,771</u>
Total assets	\$	<u><u>1,660,527</u></u>

**Liabilities and Net Assets**

Accounts payable	\$	43,831
Accrued expenses		42,311
Deferred revenue		<u>98,365</u>
Total liabilities		<u>184,507</u>
Net assets:		
Without donor restrictions		1,457,257
With donor restrictions		<u>18,763</u>
Total net assets		<u>1,476,020</u>
Total liabilities and net assets	\$	<u><u>1,660,527</u></u>

**Meals on Wheels of Greenville, Inc.**  
**Statement of Activities**  
**For the Year Ended December 31, 2018**

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**Net assets without donor restrictions:**

Revenues, gains and other support:	
Contributions and grants	\$ 1,061,568
Special events	452,330
In-kind donation of items and services	50,487
In-kind donations of investments	14,473
Realized gain on investments	163
Other income	75,701
Transfer from Meals on Wheels of Greenville Endowment Fund, Inc.	<u>386,546</u>
Total revenues, gains and other support	2,041,268
Net assets released from restrictions	<u>17,950</u>
Total revenues, gains and other support	2,059,218
Expenses:	
Program services	1,483,896
Management and general	134,233
Fundraising	452,345
Total expenses	<u>2,070,474</u>
Decrease in net assets without donor restrictions	(11,256)
<b>Net assets with donor restrictions:</b>	
Contributions	24,800
Change in value of beneficial interest in charitable remainder trust	(827)
Net assets released from restrictions	<u>(17,950)</u>
Increase in net assets with donor restrictions	<u>6,023</u>
Change in net assets	(5,233)
Net assets, beginning of year	<u>1,481,253</u>
Net assets, end of year	<u><u>\$ 1,476,020</u></u>

**Meals on Wheels of Greenville, Inc.  
Statement of Functional Expenses  
For the Year Ended December 31, 2018**

	<u>Program Services</u>	<u>Support Services</u>		<u>Total</u>
		<u>Management and General</u>	<u>Fundraising</u>	
Bank charges and credit card fees	\$ 13,096	\$ 1,018	\$ 3,141	\$ 17,255
Building maintenance	23,633	1,981	2,099	27,713
Client and volunteer outreach	9,718	-	-	9,718
Due and publications	2,230	173	535	2,938
Equipment maintenance	15,344	-	-	15,344
Facilities expense	33,569	2,814	2,982	39,365
Food	404,806	-	-	404,806
Group insurance	50,680	5,905	17,665	74,250
Insurance	22,596	4,799	3,928	31,323
Marketing	64,841	5,040	15,548	85,429
Miscellaneous	1,867	157	166	2,190
Office supplies	15,923	1,238	3,818	20,979
Payroll taxes	34,502	4,020	12,025	50,547
Postage	18,848	1,465	4,520	24,833
Professional fees	38,201	40,671	9,160	88,032
Program supplies	91,489	-	-	91,489
Retirement	4,760	555	1,659	6,974
Salaries	507,824	55,457	165,876	729,157
Service contracts	20,936	1,627	5,020	27,583
Special events	-	-	152,451	152,451
Staff development	8,777	682	2,104	11,563
Taxes and licenses	2,228	187	198	2,613
Vehicle expense	13,311	-	-	13,311
Total expenses before depreciation and in-kind	1,399,179	127,789	402,895	1,929,863
Depreciation	76,852	6,444	6,828	90,124
In-kind expenses	7,865	-	42,622	50,487
	<u>\$ 1,483,896</u>	<u>\$ 134,233</u>	<u>\$ 452,345</u>	<u>\$ 2,070,474</u>

**Meals on Wheels of Greenville, Inc.**  
**Statement of Cash Flows**  
**For the Year Ended December 31, 2018**

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Cash flows from operating activities:		
Change in net assets	\$	(5,233)
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation		90,124
In-kind donations of investments		(14,473)
Change in value of beneficial interest in charitable remainder trust		827
Realized gain on investments		(163)
Net changes in operating assets and liabilities:		
Accounts receivable		6,673
Contribution receivable		25,450
Prepaid expenses		(1,044)
Accounts payable		3,090
Accrued expenses		(1,198)
Deferred revenue		19,988
Net cash provided by operating activities		<u>124,041</u>
Cash flows from investing activities:		
Purchases of property and equipment		(38,679)
Sales of donated investments		<u>20,914</u>
Net cash used by investing activities		<u>(17,765)</u>
Net change in cash and cash equivalents		106,276
Cash and cash equivalents, beginning of year		<u>533,547</u>
Cash and cash equivalents, end of year	\$	<u><u>639,823</u></u>

## **Notes to Financial Statements**

### **1. Summary of Significant Accounting Policies**

#### ***Organization and Purpose***

Meals on Wheels of Greenville, Inc. (the "Organization") is an eleemosynary corporation organized under the laws of the State of South Carolina. The purpose of the Organization is to enhance the quality of life of homebound individuals by providing nutritious meals, personal contact and related services.

On January 8, 1992, the Board of Directors voted to establish an endowment fund, Meals on Wheels of Greenville Endowment Fund, Inc., to be used for the future growth of the Meals on Wheels Program and support for the Organization's annual operations. The Endowment Fund is a separate organization, governed by a separate board of directors and is not included in these financial statements for reporting purposes.

#### ***Basis of Presentation***

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

#### ***Cash and Cash Equivalents***

Cash and cash equivalents consists of all highly liquid investments with an original maturity of three months or less when purchased.

#### ***Concentration of Credit Risk***

The Organization maintains bank accounts at various financial institutions covered by the Federal Deposit Insurance Corporation (the "FDIC"). At times throughout the year, the Organization may maintain bank account balances in excess of the FDIC insured limit. The Organization believes it is not exposed to any significant credit risk.

#### ***Property and Equipment***

Property and equipment are stated at cost or, if donated, at the approximate fair value at the date of donation. Additions with a value of \$1,000 or greater are capitalized and expenditures for repairs and maintenance are expensed when incurred. Depreciation is computed on the straight-line basis over the estimated useful life of the respective assets. The estimated useful lives are:

Building	15-40 years
Furniture and equipment	3-15 years
Vehicles	5 years

#### ***Beneficial Interest in Charitable Remainder Trust***

The Organization owns a 25% restricted interest in a split-interest agreement which is unavailable for current operating purposes. Assets held in an irrevocable charitable trust are recorded at the fair value of the Organization's interest in the trust. Generally, such trusts provide for distribution of all or a substantial portion of the trust assets upon a designated recipient's death. The ultimate amount to be received is dependent upon various factors and risks, including changes in market value, investment return, discount rates applied, the life term of a designated recipient, and the extent of distributions to the recipient.

**Meals on Wheels of Greenville, Inc.**  
**Notes to Financial Statements**

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***Deferred Revenue***

At times, the Organization receives payments for sponsorships of certain events in advance of the event. Income is recognized in the period in which the event occurs.

***Net Assets***

Net assets and revenues, expenses, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

*Net Assets without Donor Restrictions* – Net assets that are not subject to donor-imposed restrictions or otherwise limited by contractual agreements with outside parties and may be expended for any purpose by the Organization.

*Net Assets with Donor Restrictions* – Net assets whose use by the Organization is subject to donor-imposed stipulations. Some donor restrictions are temporary in nature; such restrictions may be fulfilled by actions of the Organization pursuant to those stipulations or by the passage of time. Other donor restrictions are perpetual in nature, where the donor has stipulated the funds be maintained in perpetuity.

***Contributions***

Contributions received, including unconditional promises to give, are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Conditional promises to give are recognized when the conditions upon which they depend are substantially met. Donor-restricted contributions are reported as an increase in net assets without donor restriction, if the restrictions are met in the same reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in net assets with donor restrictions. When a restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the Statement of Activities as net assets released from restrictions. Contributions restricted for the acquisition of property, plant, and equipment are reported as net assets without donor restrictions upon the acquisition of the assets and the assets being placed in service.

***Non-Cash Contributions***

Donated marketable securities, services, supplies and other noncash donations are recorded as contributions at their estimated fair values at the date of donation. Such donations are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Donated marketable securities were approximately \$15,000 and donated services and supplies were approximately \$50,000 for the year ended December 31, 2018. A substantial number of volunteers have made significant contributions of their time to the Organization principally in the area of meal preparation and delivery and office assistance. The value of non-professional contributed time has not been reflected in the accompanying financial statements since the recognition criteria under accounting standards were not met.

***Income Taxes***

The Organization is exempt from federal and state income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, the accompanying financial statements do not reflect a provision or liability for federal and state income taxes. The Organization has determined that there are no material unrecognized tax benefits or obligations as of December 31, 2018.

**Meals on Wheels of Greenville, Inc.**  
**Notes to Financial Statements**

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***Estimates***

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America 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. Estimates could also affect the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

***Methods Used for Allocation of Expenses Among Programs and Supporting Services***

The Organization allocates expenses on a functional basis among its various programs and supporting services. The financial statements report certain categories of expenses that are attributable to one or more program or supporting services of the Organization. These expenses include salaries, insurance, office supplies, marketing, depreciation, building maintenance, facilities expense, professional fees and staff development. Salaries, insurance, office supplies, marketing, professional fees and staff development are allocated based on estimates of time and effort. Depreciation, building maintenance and facilities expense are allocated based on square footage.

***Implementation of Accounting Pronouncements***

During fiscal year 2018, the Organization adopted ASU No. 2016-14 – Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities. The Update addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity of available resources, and the lack of consistency in the type of information provided about expenses and investment return.

**2. Property and Equipment**

Property and equipment as of December 31 follows:

Buildings	\$ 1,087,022
Land	241,737
Furniture and equipment	654,688
Vehicles	<u>140,579</u>
	2,124,026
Less accumulated depreciation	<u>(1,192,255)</u>
	<u>\$ 931,771</u>

**3. Professional Liability Insurance**

The Organization is not currently involved in litigation related to professional liability claims. Management believes that if claims occur in the future, they will be settled within the limits of the coverage, which is on a claims-made basis, with insurance limits of \$2,000,000 in the aggregate. The Organization's professional liability insurance is a claims-made policy. Should this policy lapse and not be replaced with equivalent coverage, claims based upon occurrence during its term, but reported subsequent thereto, will be uninsured.

**4. Fair Value Disclosures**

The Financial Accounting Standards Board ("FASB") issued a statement that defines fair value and establishes a framework for measuring fair value. That framework provides 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 unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are described as follows:

**Meals on Wheels of Greenville, Inc.**  
**Notes to Financial Statements**

Level 1 – Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Organization has the ability to access.

Level 2 – Inputs to the valuation methodology include

- quoted prices for similar assets or liabilities in active markets;
- quoted prices for identical or similar assets or liabilities in inactive markets;
- inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 – Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurements. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at December 31, 2018.

***Beneficial Interest in Charitable Remainder Trust***

The Organization's investment in beneficial interest in charitable remainder trust is valued at the fair value of the trust's underlying assets which is derived principally from inputs of quoted prices in active markets as reported by the trust's fund managers. These are classified within Level 3 of the valuation hierarchy.

The preceding method described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future values. Furthermore, although the Organization believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table sets forth by level the fair value hierarchy of the Organization's assets accounted for at fair value on a recurring basis as of December 31, 2018:

	<b>Fair value measurements at December 31, 2018 using:</b>			
	<b>Fair value at December 31, 2018</b>	<b>Quoted prices in active markets for identical assets (Level 1 inputs)</b>	<b>Significant other observable inputs (Level 2 inputs)</b>	<b>Significant unobservable inputs (Level 3 inputs)</b>
Beneficial interest in charitable remainder trust	\$ 2,162	\$ -	\$ -	\$ 2,162
Investments at fair value	\$ 2,162	\$ -	\$ -	\$ 2,162

The following table illustrates the activity of Level 3 assets measured at fair value on a recurring basis from December 31, 2017 to December 31, 2018:

Fair value at December 31, 2017	\$ 2,989
Unrealized loss	<u>(827)</u>
Fair value at December 31, 2018	<u>\$ 2,162</u>

**Meals on Wheels of Greenville, Inc.**  
**Notes to Financial Statements**

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There were no transfers in or out of Level 3 during the year ended December 31, 2018.

**5. Net Assets with Donor Restrictions**

Net assets with donor restrictions are restricted for the following purposes at December 31:

HVAC project	\$	2,282
Kitchen Equipment		13,673
Pet Food Program		646
Charitable remainder trust		<u>2,162</u>
	\$	<u>18,763</u>

**6. Operating Leases**

The Organization leases various office equipment under long-term lease agreements. Rental expense for the year ended December 31, 2018 was \$5,189.

The total future minimum rental payments required are as follows:

2019	\$	4,523
2020		431
2021		<u>251</u>
	\$	<u>5,205</u>

**7. Affiliate Transactions**

During 2018, the board of Meals on Wheels of Greenville Endowment Fund, Inc. authorized the transfer of \$386,546 to the Organization to cover operating expenses.

**8. Retirement Plan**

Effective January 1, 2013, the Organization established a 401(k) retirement plan. Employees that have completed a minimum of 1,000 hours during a twelve month period with the Organization are eligible to participate in a 401(k) retirement plan. The Organization has the right to make a discretionary matching contribution to eligible participants. Contributions for the year ended December 31, 2018 were \$6,974.

**Meals on Wheels of Greenville, Inc.**  
**Notes to Financial Statements**

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**9. Liquidity and Availability**

The Organization's financial assets available within one year of the balance sheet date for general expenditure are as follows:

Cash and Cash Equivalents	\$	621,060
Accounts Receivable		23,767
Contributions Receivable		<u>25,250</u>
Total	\$	<u>670,077</u>

The Organization's financial assets have been reduced by amounts not available for general use because of donor-imposed restrictions.

The Organization has received annual distributions from its affiliate, Meals on Wheels of Greenville Endowment Fund, Inc.; however, such distributions are not guaranteed and may or may not be received in future years.

**10. Subsequent Events**

The Organization evaluated the effect subsequent events would have on the financial statements through June 12, 2019, which is the date the financial statements were available to be issued.