

# Meals on Wheels of Greenville, Inc.

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**Financial Statements**

**Year Ended December 31, 2020**

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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 of Greenville, Inc. which comprise the statement of financial position as of December 31, 2020, 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 of Greenville, Inc. as of December 31, 2020, 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  
May 25, 2021**

**Meals on Wheels of Greenville, Inc.**  
**Statement of Financial Position**  
**December 31, 2020**

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**Assets**

Cash and cash equivalents	\$	1,197,597
Accounts receivable		168,235
Prepaid expenses		34,221
Beneficial interest in charitable remainder trust		589
Property and equipment, less accumulated depreciation		<u>1,007,389</u>
Total assets	\$	<u><u>2,408,031</u></u>

**Liabilities and Net Assets**

Liabilities:

Accounts payable	\$	18,043
Accrued expenses		22,140
Deferred revenue		<u>71,197</u>

Total liabilities 111,380

Net assets:

Without donor restrictions		2,210,042
With donor restrictions		<u>86,609</u>

Total net assets 2,296,651

Total liabilities and net assets \$ 2,408,031

**Meals on Wheels of Greenville, Inc.**  
**Statement of Activities**  
**For the Year Ended December 31, 2020**

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**Net assets without donor restrictions:**

Revenues, gains (losses) and other support:

Contributions and grants	\$ 2,359,911
Special events	349,943
In-kind donation of items and services	31,348
In-kind donations of investments	3,803
Loss on disposal of assets	(581)
Realized loss on investments	(151)
Other income	745,876
Transfer from Meals on Wheels of Greenville Endowment Fund, Inc.	<u>324,382</u>

Total revenues, gains (losses) and other support before net assets released from restrictions	3,814,531
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Net assets released from restrictions	<u>21,991</u>
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Total revenues, gains (losses) and other support	3,836,522
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Expenses:

Program services	2,694,773
Management and general	157,727
Fundraising	299,838
Total expenses	<u>3,152,338</u>

Increase in net assets without donor restrictions	<u>684,184</u>
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**Net assets with donor restrictions:**

Contributions	86,020
Change in value of beneficial interest in charitable remainder trust	(785)
Net assets released from restrictions	<u>(21,991)</u>

Increase in net assets with donor restrictions	<u>63,244</u>
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Change in net assets	747,428
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Net assets, beginning of year	<u>1,549,223</u>
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Net assets, end of year	<u>\$ 2,296,651</u>
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**Meals on Wheels of Greenville, Inc.  
Statement of Functional Expenses  
For the Year Ended December 31, 2020**

	<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	\$ 17,798	\$ 1,158	\$ 2,158	\$ 21,114
Building maintenance	48,071	2,389	4,988	55,448
Client and volunteer outreach	42,256	-	-	42,256
Dues and publications	2,209	144	268	2,621
Equipment maintenance	24,410	-	-	24,410
Facilities expense	38,388	1,908	3,983	44,279
Food	813,796	-	-	813,796
Group insurance	70,036	7,661	11,769	89,466
Insurance	28,727	5,178	2,733	36,638
Marketing	141,602	9,210	17,173	167,985
Miscellaneous	1,264	63	131	1,458
Office supplies	16,295	1,060	1,976	19,331
Payroll taxes	43,671	4,777	7,338	55,786
Postage	23,963	1,558	2,909	28,430
Professional fees	-	49,356	-	49,356
Program supplies	132,001	-	-	132,001
Retirement	8,059	882	1,354	10,295
Salaries	598,907	65,505	100,620	765,032
Service contracts	24,797	1,613	3,007	29,417
Special events	-	-	102,492	102,492
Staff development	12,748	829	1,546	15,123
Taxes and licenses	2,082	103	216	2,401
Transfer to MOW Endowment	500,000	-	-	500,000
Vehicle expense	11,286	-	-	11,286
Total expenses before depreciation and in-kind	2,602,366	153,394	264,661	3,020,421
Depreciation	87,189	4,333	9,047	100,569
In-kind expenses	5,218	-	26,130	31,348
	<u>\$ 2,694,773</u>	<u>\$ 157,727</u>	<u>\$ 299,838</u>	<u>\$ 3,152,338</u>

See independent auditors' report.

**Meals on Wheels of Greenville, Inc.**  
**Statement of Cash Flows**  
**For the Year Ended December 31, 2020**

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Cash flows from operating activities:		
Change in net assets	\$	747,428
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation		100,569
In-kind donations of investments		(3,803)
Loss on disposal of property and equipment		581
Change in value of beneficial interest in charitable remainder trust		785
Realized loss on investments		151
Net changes in operating assets and liabilities:		
Accounts receivable		(86,500)
Contributions receivable		20,600
Prepaid expenses		2,782
Accounts payable		(52,942)
Accrued expenses		(10,464)
Deferred revenue		(1,248)
Net cash provided by operating activities		<u>717,939</u>
Cash flows from investing activities:		
Purchases of property and equipment		(215,146)
Sales of donated investments		3,653
Net cash used by investing activities		<u>(211,493)</u>
Net change in cash and cash equivalents		506,446
Cash and cash equivalents, beginning of year		<u>691,151</u>
Cash and cash equivalents, end of year	\$	<u><u>1,197,597</u></u>

## **Notes to Financial Statements**

### **1. Organization and 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.

#### ***Accounts Receivable***

Accounts receivable are unsecured and consist of amounts due under contracts. Accounts are considered delinquent based on contractual payment terms or aging history, as appropriate. Management has deemed accounts receivable to be fully collectible. Therefore, no allowance has been recorded as December 31, 2020.

#### ***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 (losses) and other support 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. There were no perpetual funds as of December 31, 2020.

***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 on 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 non-cash donations are recorded as contributions at their estimated fair values at the date of donation. Such donations are reported as without donor restriction support unless the donor has restricted the donated asset to a specific purpose. Donated marketable securities were approximately \$4,000 and donated services and supplies were approximately \$31,000 for the year ended December 31, 2020. 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, 2020.

**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, facilities expense, professional fees, bank charges and credit card fees, building maintenance, dues and publications, miscellaneous, payroll taxes, postage, retirement, service contracts, taxes and licenses and staff development. Salaries, insurance, office supplies, marketing, professional fees, bank charges and credit card fees, dues and publications, payroll taxes, postage, retirement, service contracts and staff development are allocated based on estimates of time and effort. Depreciation, building maintenance, miscellaneous, taxes and licenses and facilities expense are allocated based on square footage.

**2. Property and Equipment**

Property and equipment as of December 31 follows:

Buildings	\$ 1,088,016
Land	241,737
Furniture and equipment	710,587
Vehicles	<u>280,023</u>
	2,320,363
Less accumulated depreciation	<u>(1,312,974)</u>
	<u>\$ 1,007,389</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. Net Assets with Donor Restrictions**

Net assets with donor restrictions are restricted for the following purposes at December 31, 2020:

Strategic Planning	\$ 25,000
Kitchen Equipment	33,000
Vehicle	24,490
Building Sanitization	3,530
Charitable Remainder Trust	<u>589</u>
	<u>\$ 86,609</u>

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

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**5. Operating Leases**

The Organization leases various office equipment under long-term lease agreements. Rental expense for the year ended December 31, 2020 was \$2,068.

The total future minimum rental payments required are as follows:

2021	\$	5,062
2022		4,834
2023		4,834
2024		<u>3,222</u>
	\$	<u>17,952</u>

**6. Related Party Transactions**

During 2020, the board of Meals on Wheels of Greenville Endowment Fund, Inc. authorized the transfer of \$324,382 to the Organization to cover operating expenses. Also, the board of Meals on Wheels of Greenville, Inc. authorized the transfer of \$500,000 to the Endowment.

**7. 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, 2020 were \$10,294.

**8. Liquidity and Availability**

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

Cash and cash equivalents	\$	1,110,988
Accounts receivable		<u>168,235</u>
Total	\$	<u>1,279,223</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 related party, Meals on Wheels of Greenville Endowment Fund, Inc.; however, such distributions are not guaranteed and may or may not be received in future years.

## **9. Paycheck Protection Program Loan**

The Organization received a loan of \$182,925 under the Paycheck Protection Program (PPP) established by the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The loan is subject to a note dated April 28, 2020.

The Organization has submitted a timely (within ten months of the end of the Covered Period, as defined in the CARES Act) application for forgiveness with the Small Business Administration (the SBA); a final determination of full forgiveness has been made by the SBA, and the loan was forgiven in whole.

The Organization accounted for the loan as a conditional contribution. As such, the loan proceeds were recognized as a contribution as qualifying expenses were incurred. Fully forgiven proceeds of \$182,925 are included in "Contributions and grants" in the accompanying statement of activities for the year ended December 31, 2020.

## **10. COVID-19**

In 2020, the World Health Organization declared the outbreak of COVID-19, a novel strain of Coronavirus, a pandemic. The coronavirus outbreak is disrupting supply chains and affecting production across a range of industries. The extent of the impact of the outbreak on our operational and financial performance will depend on certain developments, including the duration and spread of the outbreak, impact on our clients, employees and vendors, and governmental, regulatory and private sector responses. The financial statements do not reflect any adjustments as a result of the increase in economic uncertainty.

## **11. Subsequent Events**

The Organization evaluated the effect subsequent events would have on the financial statements through May 25, 2021, which is the date the financial statements were available to be issued.