

**SAVANNAH/CHATHAM COUNTY  
COURT APPOINTED SPECIAL ADVOCATES, INC.**

**FINANCIAL STATEMENTS**

**YEARS ENDED DECEMBER 31, 2017 AND 2016**

**SAVANNAH/CHATHAM COUNTY COURT APPOINTED SPECIAL ADVOCATES, INC.  
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## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
of Savannah/Chatham County Court Appointed Special Advocates, Inc.

We have audited the accompanying financial statements of Savannah/Chatham County Court Appointed Special Advocates, Inc. (a nonprofit organization), which comprise the statements of financial position as of December 31, 2017 and 2016, and the related statements of activities 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.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. 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 auditor's 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 Savannah/Chatham County Court Appointed Special Advocates, Inc. as of December 31, 2017 and 2016, 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.

*Coomer, Coomer & Routhier, P.C.*

COOMER, COOMER & ROUTHIER, P.C.

Savannah, Georgia

June 29, 2018

**SAVANNAH/CHATHAM COUNTY COURT APPOINTED SPECIAL ADVOCATES, INC.**  
**STATEMENT OF FINANCIAL POSITION**  
**DECEMBER 31, 2017 AND 2016**

	2017	2016
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$ 266,702	\$ 259,622
Grants receivable	98,581	95,095
Prepaid expense	6,676	3,822
Total current assets	371,959	358,539
<b>PROPERTY AND EQUIPMENT, NET</b>	<b>2,073</b>	<b>3,333</b>
<b>TOTAL ASSETS</b>	<b>\$ 374,032</b>	<b>\$ 361,872</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable	\$ 5,667	\$ 7,428
Accrued expenses and other liabilities	5,801	5,702
Total current liabilities	11,468	13,130
<b>NET ASSETS</b>		
Unrestricted	362,564	348,742
Total net assets	362,564	348,742
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 374,032</b>	<b>\$ 361,872</b>

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SAVANNAH/CHATHAM COUNTY COURT APPOINTED SPECIAL ADVOCATES, INC.

STATEMENT OF ACTIVITIES

YEARS ENDED DECEMBER 31, 2017 and 2016

	<u>2017</u>	<u>2016</u>
INCREASES IN UNRESTRICTED NET ASSETS		
Contributions	\$ 46,647	\$ 46,362
Fundraising events	118,268	117,653
Grants and government funding	276,776	198,423
Other	1,790	-
Total increases in unrestricted net assets	<u>443,481</u>	<u>362,438</u>
DECREASES IN UNRESTRICTED NET ASSETS		
Program services:		
Activities and gifts	1,890	3,436
Bad Debt Expense	-	4,116
Conferences	12,695	5,943
Depreciation	1,260	2,297
Employee benefits	26,231	19,675
Equipment rental	5,864	5,780
Payroll taxes	21,889	14,416
Postage	794	917
Printing	-	594
Rent	13,779	13,779
Salaries and wages	222,791	183,802
Supplies	4,239	3,918
Telephone	7,493	7,816
Training	10,675	8,013
Travel and meetings	9,739	9,648
Supporting services:		
Advertising	1,439	1,389
Bank charges	217	95
Credit card fees	218	823
Dues and subscriptions	481	898
Fundraising costs	25,944	29,858
Insurance	5,077	6,898
Miscellaneous	60	1,746
Payroll services	2,355	2,490
Payroll taxes	3,019	2,837
Professional fees	12,049	11,487
Salaries and wages	39,461	37,086
Total decreases in unrestricted net assets	<u>429,659</u>	<u>379,757</u>
CHANGE IN NET ASSETS	13,822	(17,319)
NET ASSETS - BEGINNING OF YEAR	348,742	366,061
NET ASSETS - END OF YEAR	<u>\$ 362,564</u>	<u>\$ 348,742</u>

See Independent Auditor's Report

SAVANNAH/CHATHAM COUNTY COURT APPOINTED SPECIAL ADVOCATES, INC.

STATEMENT OF CASH FLOWS

YEARS ENDED DECEMBER 31, 2017 and 2016

	<u>2017</u>	<u>2016</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 13,822	\$ (17,319)
Adjustments to reconcile change in net assets to cash provided (used) by operating activities:		
Depreciation	1,260	2,297
Receivables	(3,486)	61,543
Prepaid expenses	(2,854)	1,379
Accounts payable	(1,760)	6,930
Accrued expenses and other liabilities	98	5,651
Net cash provided (used) by operating activities	<u>7,080</u>	<u>60,481</u>
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	7,080	60,481
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>259,622</u>	<u>199,141</u>
CASH AND CASH EQUIVALENTS - END OF YEAR OF YEAR	<u>\$ 266,702</u>	<u>\$ 259,622</u>
SUPPLEMENTAL CASH FLOW INFORMATION		
Interest Paid	<u>\$ 69</u>	<u>\$ -</u>
In Kind Contributions	<u>\$ 3,878</u>	<u>\$ 3,636</u>

See Independent Auditor's Report

SAVANNAH/CHATHAM COUNTY COURT APPOINTED SPECIAL ADVOCATES, INC.

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2017 AND 2016

**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Organization** – Savannah/Chatham County Court Appointed Special Advocates, Inc. (the Organization) was incorporated in 1993 by the State of Georgia as a nonprofit organization. The Organization was formed for charitable and educational purposes with the mission to provide training and supervision to volunteers who advocate for the best interests of abused and neglected children who are under the jurisdiction of the Chatham County Juvenile Court. Activities of the Organization are financed by government and private grants and by contributions from other organizations and individuals.

**Income Taxes** – The Organization is exempt from income taxes under Section 501 (c) (3) of the Internal Revenue Code. Therefore, no provision for federal or state income taxes has been made on these financial statements.

**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.

**Basis of Presentation** – The Organization is required to report information regarding its financial position and activities according to the following classes of net assets:

**Unrestricted net assets** – Net assets that are not subject to donor-imposed stipulations.

**Temporarily restricted net assets** – Net assets subject to donor-imposed stipulations that may or will be met either by actions of the Organization and/or the passage of time.

**Permanently restricted net assets** – Net assets subject to donor-imposed stipulations that the assets are maintained permanently by the Organization. Generally, the donors of these assets permit the use of all or part of the income earned on related investments for unrestricted purposes. The Organization does not have any permanently restricted net assets.

**Use of Estimates** – The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**Cash and Cash Equivalents** – Cash and cash equivalents include all cash balances and highly liquid investments and debt instruments with an initial maturity of three months or less.

**Receivables** – Receivables consist principally of amounts due from grantor agencies for reimbursable costs. Management considers all remaining grants receivable at December 31, 2017 to be fully collectible. Accordingly, no allowance for doubtful accounts is considered necessary.

**Advertising** – The Organization charges the cost of advertising to expense as incurred. Advertising expense totaled \$1,439 and \$1,389 for the years ended December 31, 2017 and 2016, respectively.

**Property and Equipment** – Property and equipment acquired are stated at acquisition cost, or if donated, at the approximate fair value at the date of donation. Depreciation is calculated using the straight-line method over the estimated useful lives of the respective assets which range from five to seven years. Depreciation expense for the years ended December 31, 2017 and 2016 was \$1,260 and \$2,297, respectively.

**SAVANNAH/CHATHAM COUNTY COURT APPOINTED SPECIAL ADVOCATES, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2017 AND 2016**

**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Restricted and Unrestricted Support** – Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor restricted support is reported as an increase in temporarily or permanently restricted assets, depending on the nature of the restriction. When the restriction expires (that is, when a stipulated time restriction ends or a purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

**NOTE 2 – PROPERTY AND EQUIPMENT**

Property and equipment are summarized as follows:

	December 31,	
	2017	2016
Furniture and Equipment	\$ 17,838	\$ 17,838
Less Accumulated Depreciation	(15,765)	(14,505)
	\$ 2,073	\$ 3,333

**NOTE 3 – OPERATING LEASES**

The Organization leases office space from the United Way of the Coastal Empire. The lease expired in September 2015, and the terms are now month to month. For the years ended December 31, 2017 and 2016, lease payments related to occupancy totaled \$13,779 each year.

The Organization also leases office equipment with varying expiration dates and non-cancelable lease terms. Lease expense for office equipment totaled \$5,864 for the year ending December 31, 2017, and \$5,780 for the year ending December 31, 2016. Future minimum lease payments under non-cancelable operating leases are as follows:

For the Years Ending December 31:

2018	\$	3,406
2019		2,696
2020		2,696
2021		-
2022		-
		\$ 8,798

**SAVANNAH/CHATHAM COUNTY COURT APPOINTED SPECIAL ADVOCATES, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2017 AND 2016**

**NOTE 4 – CONCENTRATIONS AND CONTINGENCIES**

The Organization receives approximately one half of its funding from grants and government contract sources. As such, these grant awards from federal, state, and local governmental entities are subject to special audit. Such audits could result in claims against the Organization for disallowed costs or noncompliance with award restrictions. No provision has been made for any liabilities that may arise from such audits should they occur, since the amounts, if any, cannot be determined at this time.

**NOTE 5 – CONTRIBUTED GOODS AND SERVICES**

The Organization utilizes trained volunteers to fulfill its program requirements. Volunteer hours are tracked for grant reporting purposes, but the value of these service hours is not recorded in the accounts of the Organization. Other contributed services are recorded in the accounts at fair market value if the services (a) create or enhance long-lived assets or (b) require specialized skills. The amount of contributed services meeting the qualifications for recognition totaled \$3,878 for the year ending December 31, 2017, and \$3,636 for the year ending December 31, 2016.

**NOTE 6 – EMPLOYEE BENEFIT PLAN**

The Organization started a SIMPLE plan in October 2013 for all employees meeting certain eligibility requirements. The Organization will make a matching contribution equal to the employee's contribution up to a limit of 3% of the employee's compensation for the calendar year. For the year ending December 31, 2017, there was no employee participation in the plan, and for the year ending December 31, 2015, the Organization contributed \$431.

**NOTE 7 – UNCERTAINTY IN INCOME TAXES**

The Organization has not recognized any interest or penalties in its statement of activities that are related to any of its tax positions. Tax years 2015 through 2017 remain open for examination by taxing authorities.

**NOTE 8 – MANAGEMENT'S REVIEW OF SUBSEQUENT EVENTS**

Per Management's review of subsequent events for the period January 1, 2018 through June 29, 2018, there are no other events that should be recognized in these financial statements or disclosed in the notes. The date of June 29, 2018 is the issuance date of these financials.