

January 5, 2018

To Dale L Ramsey CPA, Inc.

We are providing this letter in connection with your review of the financial statements of United Way of Junction City - Geary County (a nonprofit Organization) which comprise the statement of financial position as of December 31, 2016 and the related statement of activities and cash flows for the year then ended, and the related notes to the financial statements, for the purpose of obtaining limited assurance as a basis for reporting whether you are aware of any material modifications that should be made to the financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, as of January 5, 2018 the following representations made to you during your review.

1. We acknowledge our responsibility and have fulfilled our responsibilities for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, as set out in the terms of the engagement.
2. We have made available to you all -
  - a. Financial records and related data.
  - b. Minutes of the meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of stockholders, directors, and committees of directors (or other similar bodies, as applicable).
  - c. Additional information you have requested from us for the purpose of the review.
  - d. Unrestricted access to Organization personnel from whom you determined it necessary to obtain review evidence.
3. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.

4. All material transactions have been recorded and have been properly reflected in the financial statements.
5. There are no uncorrected misstatements.
6. We acknowledge and have fulfilled our responsibility for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
7. We acknowledge our responsibility for designing, implementing, and maintaining internal control to prevent and detect fraud.
8. We have no knowledge of any fraud or suspected fraud affecting the Organization involving management, employees who have significant roles in internal control, or others where the fraud could have a material effect on the financial statements, including any communications received from employees, former employees, or others.
9. We have no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
10. The following have been properly recorded or disclosed in the financial statements:
  - a. Related-party transactions and related accounts receivable or payable, including sales, purchases, loans, transfers, leasing arrangements, and guarantees.
  - b. Guarantees, whether written or oral, under which the Organization is contingently liable to a bank or other lending institutions.
  - c. Commitments to purchase or sell investments agreements to repurchase assets previously sold.
  - d. Significant estimates and material concentrations known to management that are required to be disclosed in accordance with FASB ASC 275, *Risks and Uncertainties*.

11. There are no -
  - a. Known or suspected instances of noncompliance with laws or regulations whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.
  - b. Actual or possible claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with FASB ASC 450, *Contingencies*.
  - c. Other material liabilities or gain or loss contingencies that are required to be accrued or disclosed by FASB ASC 450, *Contingencies*.
12. The Organization has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged.
13. We have complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
14. We have identified all accounting estimates that could be material to the financial statements, including the key factors and significant assumptions underlying those estimates, and we believe the estimates are reasonable in the circumstances.
15. We are in agreement with the adjusting journal entries, if any, you have recommended, and they have been posted to the Organization's accounts.
16. No events have occurred subsequent to the date of the Organization's financial statements and through the date of this letter that would require adjustments to, or disclosure in, the aforementioned financial statements.
17. We have responded fully and truthfully to all inquiries made to us by you during your review.

Dale L Ramsey CPA, Inc.

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18. In regards to the financial statement preparation services performed by you, we have:

- Assumed all management responsibilities.
- Overseen the services by designating an individual who possesses suitable skill, knowledge, and/or experience.
- Evaluated the adequacy and results of the services performed.
- Accepted responsibility for the results of the services.

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Nichole Mader

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Date

# DALE L. RAMSEY CPA, INC.

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P.O. Box 845  
Junction City, KS 66441

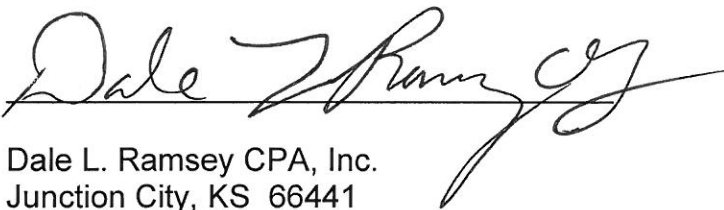
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To the Board of Directors  
United Way of Junction City – Geary County, Inc.  
Junction City, KS 66441

Management is responsible for the accompanying financial statements of United Way of Junction City – Geary County, Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2016, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The 2015 financial statements were audited by other accountants, and they expressed an unmodified opinion on them in their report dated December 30, 2016. Their report stated that the information was fairly stated in all material respects in relation to the financial statements as a whole. They have not performed any auditing procedures on either the financial statements or on the supplementary information since December 30, 2016.



Dale L. Ramsey CPA, Inc.  
Junction City, KS 66441

December 28, 2017

# DALE L. RAMSEY CPA, INC.

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## **Independent Accountant's Review Report**

To the Board of Directors of  
United Way of Junction City- Geary County, Inc.

We have reviewed the accompanying financial Statements of United Way of Junction City-Geary County, Inc., (a Nonprofit Organization), which comprise the statement of financial position as of December 31, 2016 and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Organization's management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### **Management's Responsibility for the financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatements whether due to fraud or error.

### **Accountant's Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

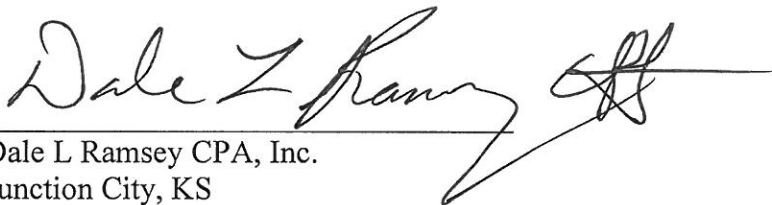
### **Accountant's Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

## Report on 2015 Financial Statements

The 2015 financial statements were audited by other accountants, and they expressed an unmodified opinion on them in their report dated December 30, 2016. Their report stated that the information was fairly stated in all material respects in relation to the financial statements as a whole. They have not performed any auditing procedures on either the financial statements or on the supplementary information since December 30, 2016.

By:

A handwritten signature in dark ink, appearing to read "Dale L. Ramsey", followed by a long horizontal flourish line.

Dale L Ramsey CPA, Inc.  
Junction City, KS  
January 5, 2018

**UNITED WAY OF JUNCTION CITY - GEARY COUNTY, INC.**  
**JUNCTION CITY, KANSAS**

**STATEMENT OF FINANCIAL POSITION (BALANCE SHEET)**  
For the Years Ended December 31,

	<u>2016</u>	<u>2015</u>
<b>ASSETS</b>		
Current Assets		
Cash	\$ 62,323	\$ 40,448
Pledges Receivable - 2014 Campaign	-	10,810
Pledges Receivable - 2015 Campaign	4,066	89,221
Pledges Receivable - 2016 Campaign	47,499	-
Allowance for Uncollectible Receivables	(6,215)	(7,539)
Total Current Assets	<u>107,673</u>	<u>132,940</u>
Furniture and Equipment		
Furniture and Equipment	5,797	5,797
Less: Accumulated Depreciation	(4,708)	(4,256)
Total Furniture and Equipment	<u>1,089</u>	<u>1,541</u>
Total Assets	<u><u>\$ 108,762</u></u>	<u><u>\$ 134,481</u></u>
<b>LIABILITIES AND NET ASSETS</b>		
Current Liabilities		
Allocations Payable	\$ 70,285	\$ 67,350
Payroll Taxes Payable	418	1,057
Total Current Liabilities	<u>70,703</u>	<u>68,407</u>
Net Assets		
Unrestricted	(13,506)	(33,957)
Temporarily Restricted	51,565	100,031
Total Net Assets	<u>38,059</u>	<u>66,074</u>
Total Liabilities and Net Assets	<u><u>\$ 108,762</u></u>	<u><u>\$ 134,481</u></u>

The notes to the financial statements are an integral part of these statements.



**UNITED WAY OF JUNCTION CITY - GEARY COUNTY, INC.  
JUNCTION CITY, KANSAS**

**STATEMENT OF ACTIVITIES  
For the Years Ended December 31,**

	<u>2016</u>	<u>2015</u>
<b><u>UNRESTRICTED NET ASSETS</u></b>		
Support and Revenues		
Contributions	\$ 45,142	\$ 86,364
Interest Income	1	1
Kick Off Event	356	-
Sponsorships	-	2,450
Stuff the Bus	713	1,322
Miscellaneous Income	373	12,839
Total Support and Revenues	<u>46,585</u>	<u>102,976</u>
Net Assets Released from Restrictions	<u>95,965</u>	<u>56,310</u>
Total Support and Revenues and Other Support	<u>142,550</u>	<u>159,286</u>
Expenses		
Program Services	89,808	105,993
Supporting Activities	-	-
Management and General	23,504	28,568
Fundraising	7,554	15,202
Unallocated Payments to Affiliated Organizations	1,233	1,616
Total Expenses	<u>122,099</u>	<u>151,379</u>
Increase (Decrease) in Unrestricted Net Assets	20,451	7,907
<b><u>TEMPORARILY RESTRICTED NET ASSETS</u></b>		
Contributions	47,499	89,221
Net Assets Released from Restrictions	<u>(95,965)</u>	<u>(56,310)</u>
Increase (Decrease) in Temporarily Restricted Net Assets	<u>(48,466)</u>	<u>32,911</u>
Total Increase (Decrease) in Net Assets	(28,015)	40,818
Net Asset, Beginning of Year	<u>66,074</u>	<u>25,256</u>
Net Assets, End of Year	<u><u>\$ 38,059</u></u>	<u><u>\$ 66,074</u></u>

The notes to the financial statements are an integral part of these statements.

**UNITED WAY OF JUNCTION CITY - GEARY COUNTY, INC.  
JUNCTION CITY, KANSAS**

**STATEMENT OF FUNCTIONAL EXPENSES**  
For the Years Ended December 31,

	2016				2015			
	Program Services	Supporting Activities Organizational Administration	Fund Raising	Total	Program Services	Supporting Activities Organizational Administration	Fund Raising	Total
Allocations to Participating Agencies	\$ 70,000	\$ -	\$ -	\$ 70,000	\$ 69,150	\$ -	\$ -	\$ 69,150
Director's Salary	15,047	6,926	1,911	23,883	29,988	13,804	3,808	47,600
Payroll Taxes	1,276	587	162	2,026	1,219	1,211	1,211	3,641
Employee Benefits	693	319	88	1,100	1,106	1,097	1,097	3,300
Miscellaneous	5	-	-	5	1,227	657	-	1,884
Campaign Costs	-	-	435	435	-	-	5,804	5,804
Special Events	-	-	2,170	2,170	-	-	-	-
Legal & Accounting	-	10,925	-	10,925	-	6,480	-	6,480
Rent	1,234	1,234	1,234	3,702	1,946	1,933	1,933	5,812
Depreciation	150	151	151	452	203	203	203	609
Telephone	116	116	116	348	-	-	-	-
Software	283	283	283	850	313	312	312	937
Postage	32	32	32	97	208	207	207	622
Insurance	-	1,609	-	1,609	-	1,509	-	1,509
Dues and Subscriptions	-	274	-	274	-	512	-	512
Supplies	217	217	217	651	479	474	474	1,427
Travel and Training	122	122	122	367	154	153	153	460
Internet	632	632	632	1,896	-	-	-	-
Bank Charges	-	75	-	75	-	16	-	16
<b>Total Functional Expenses</b>	<b>\$ 89,808</b>	<b>\$ 23,504</b>	<b>\$ 7,554</b>	<b>\$ 120,866</b>	<b>\$ 105,993</b>	<b>\$ 28,568</b>	<b>\$ 15,202</b>	<b>\$ 149,763</b>

The notes to the financial statements are an integral part of these statements.

**UNITED WAY OF JUNCTION CITY - GEARY COUNTY, INC.  
JUNCTION CITY, KANSAS**

**INDIRECT METHOD STATEMENT OF CASH FLOWS  
For the Years Ended December 31,**

	<u>2016</u>	<u>2015</u>
Cash Flows from Operating Activities		
Change in net assets	\$ (28,015)	\$ 40,818
Adjustments to reconcile change in net assets to net cash provided by operations		
Depreciation	452	609
Changes in assets and liabilities		
Pledges Receivable	48,465	(37,192)
Allowance for Uncollectible Receivables	(1,323)	
Allocations Payable	2,935	(17,425)
Other Payables	(639)	(1)
Net Cash Provided by Operating Activities	<u>21,875</u>	<u>(13,191)</u>
Cash Flow from Financing Activities	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Cash	21,875	(13,191)
Cash at Beginning of Year	<u>40,448</u>	<u>53,639</u>
Cash at End of Year	<u><u>\$ 62,323</u></u>	<u><u>\$ 40,448</u></u>

The notes to the financial statements are an integral part of these statements.

**UNITED WAY OF JUNCTION CITY- GEARY COUNTY, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**

**NOTE 1- Summary of Significant Accounting Policies**

**Nature of Activities**

United Way of Junction City- Geary County, Inc. (United Way) was incorporated December 29, 1961, and is the local affiliate of United Way Worldwide. United Way is a voluntary, non-profit organization, which emphasizes broad citizen involvement and seeks to provide financial, volunteer and professional resources to effectively and efficiently meet human needs in Junction City and throughout Geary County. The United Way is governed by a volunteer board of directors.

**Basis of Accounting**

The financial statements are reported on the accrual basis of accounting. Interest and other income is recognized when earned, contributions are recognized when received or unconditionally promised and expenses are recognized when incurred.

**Cash and Cash Equivalents**

Cash and equivalents consist of checking and savings accounts in several banks located in Junction City, Kansas. As of December 31, 2016 and 2015, cash and equivalents totaled \$62,323 and \$40,448 respectively, all of which was insured by the Federal Deposit Insurance Corporation.

**Pledges Receivable**

Unconditional promises to give that are expected to be collected within one year are recorded as pledges receivable at net realizable value. The United Way provides an allowance for estimated uncollectible contributions. 2015 Campaign pledges receivable were received by May 31, 2017. These are unconditional promises to give through payroll deductions and have been recognized as contributions.

**Allowance for Uncollectible Pledges**

A provision for uncollectible pledges is computed based upon using past history of collections adjusted for current economic factors. The estimated allowances at December 31, 2016 and 2015 were \$6215 and \$7539, respectively.

**Property and Equipment**

Property and equipment are stated at cost. Depreciation is provided using the straight-line method over the estimated useful life of each asset. Furniture and equipment in excess of \$500 and with useful lives of more than one year are capitalized.

**UNITED WAY OF JUNCTION CITY- GEARY COUNTY, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**

**NOTE 1- Summary of Significant Accounting Policies, Continued**

**Use of Estimates**

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

**Net Assets**

The accompanying financial statements have been prepared in conformity with the disclosure and display requirements of the Financial Accounting Standards Board (FASB) as set forth in FASB ASC 958-210-50 (formally Statement of Financial Accounting Standards (SFAS) No. 117, Financial Statements of Not-for-Profit Organizations, dated June, 1993). Accordingly, the net assets of the United Way are reported in each of the following three classes: (a) unrestricted net assets, (b) temporarily restricted net assets, and (c) permanently restricted net assets. Net assets of the two restricted classes are created only by donor-imposed restrictions on their use. All other net assets, including board-designated or appropriated amounts, are legally unrestricted, and are reported as part of the unrestricted class.

**Contributions**

The Financial Accounting Standards Board (FASB) as set forth in FASB ASC 958-310-50 (formally Statement of Financial Accounting Standards (SFAS) No. 116, Accounting for Contributions Received and Contributions Made, dated June 1993), states that promises to give are to be recognized in the financial statements. The United Way normally receives contributions by means of cash during the campaign or payroll deductions during the year following the campaign which are shown as pledges receivable in the statement of financial position.

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and nature of any donor restrictions. Support that is not restricted by the donor is reported as an increase in unrestricted net assets. All other donor restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is when a stipulated time restriction ends or 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. Restricted contributions whose restrictions are met in the same reporting period are recorded as unrestricted contributions.

United Way has variance power over all contributions received during each campaign.

**UNITED WAY OF JUNCTION CITY- GEARY COUNTY, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**

**NOTE 1- Summary of Significant Accounting Policies, Continued**

**Income Taxes**

United Way is a not-for-profit organization that is exempt from income taxes under Section 501 (c) (3) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation. The United Way's Form 990, *Return of Organization Exempt from Income Tax*, for the years ending 2016, 2015 and 2014 are subject to examination by the IRS, generally for three years after they are filed.

**Advertising**

United Way expenses advertising costs as they are incurred. Advertising expense was \$375 and \$0 for the years ended December 31, 2016 and 2015 respectively.

**Functional Allocation of Expenses**

The costs of providing United Way's programs and administration have been summarized on a functional basis in the Statement of Activities and are detailed on the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and support services benefited.

**Date of Management's Review**

Subsequent events were evaluated through December 28, 2017, the date which the financial statements were available to be issued.

**NOTE 2- Temporarily Restricted Net Assets**

Temporarily restricted net assets as of December 31, 2016 were pledges receivable from the 2016 and 2015 campaigns of \$51,566. Temporarily restricted net assets as of December 31, 2015 were pledges receivable from the 2015 and 2014 campaigns of \$100,031. Receivables have implied temporary time restrictions until received.

**UNITED WAY OF JUNCTION CITY- GEARY COUNTY, INC.**  
**NOTES TO THE FINANCIAL STATEMENTS**

**NOTE 3- Program Services- Allocations to Participating Agencies**

Each year the Board of Directors of United Way of Junction City- Geary County approves recommendations by allocation committees to allocate contributions collected to various qualifying nonprofit organizations in the Junction City- Geary County area. The Board designated agencies and allocations payable or paid to them are as follows:

Agency	2016	2015
Armed Services YMCA	\$ 8,500	\$ 6,500
Big Brothers/Big Sisters	-	3,500
Crisis Center	8,500	8,500
Delivering Change	1,400	1,400
Food Pantry	3,000	3,000
Geary County CASA	10,000	9,500
Girl Scouts	1,900	1,000
Housing & Credit Counseling	1,100	1,200
JC Pacesetters	3,600	-
Junction City Family YMCA	8,500	8,500
Kansas Legal Services	9,500	8,500
Open Door Community House	9,000	8,000
Salvation Army	3,000	2,000
Sunflower CASA-CVEC	2,000	3,800
Special Olympics	-	3,750
Total Paid	\$ 70,000	\$ 69,150