

FAMILY VISITOR PROGRAMS OF GARFIELD COUNTY, INC.

FINANCIAL STATEMENTS AND REPORT OF  
INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

June 30, 2021

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**INDEPENDENT AUDITOR'S REPORT**

December 16, 2021

To Board of Directors  
Family Visitor Program of Garfield County, Inc.

We have audited the accompanying financial statements of Family Visitor Program of Garfield County, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2021, 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.

**Auditor's 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 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 Family Visitor Program of Garfield County, Inc., as of June 30, 2021, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.



**Report on Summarized Comparative Information**

We have previously audited Family Visitor Program of Garfield County, Inc.'s financial statements for the year ended June 30, 2020, and we expressed an unmodified opinion on those audited financial statements in our report dated December 22, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2020, is consistent, in all material respects, with the audited financial statements from which it has been derived.

*Chadwick, Steinkirchner, Davis & Co., P.C.*

Chadwick, Steinkirchner, Davis & Co., P.C.

Family Visitor Program of Garfield County, Inc.

STATEMENT OF FINANCIAL POSITION

June 30, 2021 (with comparative totals for 2020)

	2021	2020
<b>ASSETS</b>		
Cash and cash equivalents - unrestricted	\$ 363,634	\$ 453,606
Cash and cash equivalents - board-designated	41,429	41,429
Cash and cash equivalents - fiscal agent	-	7,598
Grants and contracts receivable	212,608	121,551
Property and equipment, net	276,522	291,156
	<u>276,522</u>	<u>291,156</u>
Total assets	<u>\$ 894,193</u>	<u>\$ 915,340</u>
<b>LIABILITIES AND NET ASSETS</b>		
Liabilities		
Accounts payable	\$ 5,602	\$ 11,843
Accrued payroll expenses	81,178	85,503
Fiscal agent	-	7,598
Refundable Advance	211,122	129,400
	<u>211,122</u>	<u>129,400</u>
Total liabilities	<u>297,902</u>	<u>234,344</u>
Net assets		
With donor restriction	-	30,000
Without donor restriction		
Operating	278,340	318,411
Net investment in property and equipment	276,522	291,156
Board-designated operating reserve	41,429	41,429
	<u>41,429</u>	<u>41,429</u>
Total net assets without donor restriction	596,291	680,996
	<u>596,291</u>	<u>680,996</u>
Total net assets	<u>596,291</u>	<u>680,996</u>
Total liabilities and net assets	<u>\$ 894,193</u>	<u>\$ 915,340</u>

The accompanying footnotes are an integral part of these financial statements.

Family Visitor Program of Garfield County, Inc.

STATEMENT OF ACTIVITIES

For the year ended June 30, 2021 (with comparative totals for 2020)

	2021		2020	
	Without donor restrictions	With donor restrictions	Total	Total
<b>Revenues and other support</b>				
Colorado Department of Human Services (CDHS)	\$ 767,062	\$ -	\$ 767,062	\$ 732,710
Foundation grants	131,640	-	131,640	221,500
Tony Gramscas Youth Services (TGYS)	-	-	-	191,253
Personal Responsibility Education Program	81,202	-	81,202	95,131
Counties	114,305	-	114,305	122,185
Contributions	147,160	-	147,160	80,861
Paycheck Protection Program	129,400	-	129,400	0
Health Insurance rebates	8,055	-	8,055	19,056
Municipalities	13,582	-	13,582	22,300
In-kind contributions	22,836	-	22,836	40,548
Release from donor restrictions	30,000	(30,000)	-	-
Total revenue and other support	<u>1,445,242</u>	<u>(30,000)</u>	<u>1,415,242</u>	<u>1,525,544</u>
<b>Expenses</b>				
<b>Program Services</b>				
Nurse Family Partnership	626,945	-	626,945	602,653
Healthy Families America	328,281	-	328,281	367,161
Personal Responsibility Education	75,402	-	75,402	84,120
Partners for a Healthy Baby/Bright by Three	70,585	-	70,585	89,321
Total Program Services	<u>1,101,213</u>	<u>-</u>	<u>1,101,213</u>	<u>1,143,255</u>
<b>Supporting Services</b>				
Management and general	308,199	-	308,199	253,449
Fund-raising	102,799	-	102,799	102,383
Total expenses	<u>1,499,947</u>	<u>-</u>	<u>1,499,947</u>	<u>1,499,087</u>
Change in net assets	(54,705)	(30,000)	(84,705)	26,457
Net assets, beginning of year	<u>650,996</u>	<u>30,000</u>	<u>680,996</u>	<u>654,539</u>
Net assets, end of year	<u>\$ 596,291</u>	<u>\$ -</u>	<u>\$ 596,291</u>	<u>\$ 680,996</u>

The accompanying footnotes are an integral part of these financial statements.

Family Visitor Program of Garfield County, Inc.

STATEMENT OF FUNCTIONAL EXPENSE

For the year ended June 30, 2021 (with summarized comparative totals for 2020)

Description	2021								2020
	Program Services					Supporting Services			Total
	Nurse Family Partnership	Healthy Family America	Personal Responsibility Education	Partners for a Healthy Baby/ Bright by Three	Total Program Service	Management and General	Fund- raising	Total	
Salaries	\$ 409,177	\$ 239,384	\$ 43,576	\$ 60,049	\$ 752,186	\$ 124,029	\$ 89,799	\$ 953,500	\$ 965,008
Payroll taxes and benefits	78,065	52,069	5,263	6,687	142,084	29,071	11,588	182,743	167,340
Travel and mileage	1,510	3,417	5,060	1	9,988	-	-	9,988	64,972
Contract services	58,719	22,809	3,803	-	85,331	13,932	-	99,263	87,350
Condo dues & assessments	5,425	-	-	-	5,425	10,500	-	15,925	18,194
Professional-development	26,614	237	-	45	26,896	45	-	26,941	16,363
Repairs and maintenance	2,400	-	442	-	2,842	1,809	-	4,651	6,927
Client support materials	16,090	136	-	-	16,226	35,809	-	52,035	43,198
Cell service	3,305	1,440	1,376	1,678	7,799	992	248	9,039	7,812
Supplies	4,960	1,089	7,103	705	13,857	3,028	757	17,642	11,077
Insurance	-	-	-	-	-	8,393	-	8,393	7,261
Equipment	5,629	3,564	578	897	10,668	8,560	-	19,228	2,855
Utilities	-	-	1,328	-	1,328	6,405	-	7,733	8,364
Educational materials	-	-	1,176	100	1,276	-	-	1,276	2,189
Printing, copies, and postage	5,623	374	58	184	6,239	1,484	296	8,019	5,221
Dues, assessments, licenses	-	2,986	-	-	2,986	22,104	-	25,090	9,053
Community and youth engagement	-	-	4,407	-	4,407	-	-	4,407	10,345
Publicity	-	-	-	-	-	446	111	557	1,866
Interest expense	268	-	-	-	268	-	-	268	-
All other	9,160	776	1,232	239	11,407	4,123	-	15,780	8,512
In-kind expense	-	-	-	-	-	22,836	-	22,836	40,548
	<u>626,945</u>	<u>328,281</u>	<u>75,402</u>	<u>70,585</u>	<u>1,101,213</u>	<u>293,566</u>	<u>102,799</u>	<u>1,485,314</u>	<u>1,484,455</u>
Depreciation	-	-	-	-	-	14,633	-	14,633	14,632
Total expenses	<u>\$ 626,945</u>	<u>\$ 328,281</u>	<u>\$ 75,402</u>	<u>\$ 70,585</u>	<u>\$ 1,101,213</u>	<u>\$ 308,199</u>	<u>\$ 102,799</u>	<u>\$ 1,499,947</u>	<u>\$ 1,499,087</u>

The accompanying notes are an integral part of these financial statements.

Family Visitor Program of Garfield County, Inc.

STATEMENT OF CASH FLOWS

For the year ended June 30, 2021 (with comparative totals for 2020)

	2021	2020
Cash flows from operating activities		
Change in net assets	\$ (97,219)	\$ 26,457
Adjustments to reconcile change in net assets to net cash provided by operating activities		
Depreciation	14,633	14,632
Changes in operating assets and liabilities		
(Increase)decrease in grants and contracts receivable	(91,056)	29,160
(Increase)decrease in pledges receivable	-	250
(Increase)decrease in prepaid expenses	-	3,299
Increase(decrease) in accounts payable	(6,241)	7,073
Increase(decrease) in accrued payroll expenses	8,189	4,237
Increase(decrease) in fiscal agent	(7,598)	3,928
Net cash provided by operating activities	<u>(179,292)</u>	<u>89,036</u>
Cash flows from financing activities		
Refundable advance received	81,722	129,400
Net cash provided (used) by financing activities	<u>81,722</u>	<u>129,400</u>
Net increase (decrease) in cash and cash equivalents	(97,570)	218,436
Cash and cash equivalents, beginning of year	<u>502,633</u>	<u>284,197</u>
Cash and cash equivalents, end of year	<u>\$ 405,063</u>	<u>\$ 502,633</u>

The accompanying footnotes are an integral part of these financial statements.



Family Visitor Program of Garfield County, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Nature of Activities

Family Visitor Program of Garfield County, Inc. (the Organization) was founded in 1983 to promote healthy families by providing education, advocacy, and support services that strengthen and empower parents, foster the optimal development of children, and prevent child abuse and neglect. The Organization covers the area in Colorado from Parachute to Aspen and is supported primarily through government grants and contracts, and foundation grants.

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.

Restricted and Unrestricted Revenue

The organization is required to report information regarding its financial position and activities according to two classes of net assets: net assets with donor restrictions and net assets without donor restrictions. Net assets that are restricted by donors for specific purposes are recognized as net assets with donor restrictions.

Cash and Cash Equivalents

The Organization considers all restricted highly liquid investments with an initial maturity of three months or less to be cash equivalents.

Donations

The Organization reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of donated assets. When a donor restriction expires, that is when a stipulated time restriction ends or purpose restriction is accomplished, net asset with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities, as net assets released from restrictions.

The organization reports gifts of land, buildings, and equipment as unrestricted support unless the explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. Absent donor stipulations regarding how long those long-lived assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

Family Visitor Program of Garfield County, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

Promises to Give

Unconditional promises to give are recognized as revenues in the period received. Conditional promises to give are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met. Contributions to be received after one year are discounted at an appropriate discount rate commensurate with the risks involved. Amortization of discounts is recorded as additional contribution revenue in accordance with donor-imposed restrictions, if any, on the contributions. An allowance for uncollectible contributions receivable is provided based upon management's judgment, including such factors as prior collection history, type of contribution, and nature of fund-raising activity.

Capitalization and Depreciation

The Organization follows a practice of capitalizing all expenditures for furniture and equipment in excess of \$2,000. The fair value of donated assets is similarly capitalized. Depreciation of furniture, equipment, and office space is provided over the estimated useful lives of the respective assets on a straight-line basis. Estimated useful lives range from 3 to 30 years.

Estimates

The preparation of financial statements in conformity with generally 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.

Income Taxes

The Organization has received an Internal Revenue Service exemption from federal income taxes under Section 501(c)(3). Accordingly, no provision or liability for income taxes has been provided in the accompanying financial statements.

Functional Reporting of Expenses

For the year ended June 30, 2021, 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. The Organization incurs expenses that directly relate to, and can be assigned to, a specific program or supporting activity. The Organization also conducts a number of activities which benefit both its program objectives as well as supporting services. These costs, which are not specifically attributable to a specific program or supporting activity, are allocated by management on a consistent basis among program and supporting services benefited, based on either financial or nonfinancial data, such as square-footage or estimates of time and effort incurred by personnel.

Family Visitor Program of Garfield County, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

Summarized Prior-Year Information

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended June 30, 2021, from which the summarized information was derived.

**NOTE B – GRANTS AND CONTRACTS RECEIVABLE**

Grants receivable in the amount of \$212,608 are for grants that have been expended prior to June 30, 2021 and are qualified to be reimbursed. No provision for uncollectible amounts was deemed necessary by management at June 30, 2021.

**NOTE C – PROPERTY AND EQUIPMENT, NET**

Property and equipment consist of the following:

	<u>Amount</u>
Office Space	\$ 490,820
Furniture and fixtures	25,104
Computers	<u>21,536</u>
	537,460
Less: accumulated depreciation	<u>(260,938)</u>
Net property and equipment	<u>\$ 276,522</u>

Depreciation expense for the year was \$14,632.

**NOTE D – FISCAL AGENT**

The Organization contracts under an open-ended verbal agreement to act as a fiscal agent for the Garfield County Humanitarian Awards. In June 2021, this agreement ended and the activity was transferred to another not for profit organization.

**NOTE F – PAYCHECK PROTECTION PROGRAM**

In April 2020, the Organization received a \$129,400 loan under the U.S Small Business Administration's (SBA) Paycheck Protection Program (PPP) authorized under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). Under the program, this loan may be partially or fully forgiven if certain eligibility requirements are met. The loan was treated as a conditional contribution until such time that the it was explicitly forgiven by the SBA. Therefore, the proceeds totaling \$129,400, were recognized as a refundable advance at June 30, 2020. This loan was forgiven on November 24, 2020 together with \$808 in accrued interest.

Family Visitor Program of Garfield County, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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**NOTE F – PAYCHECK PROTECTION PROGRAM – CONTINUED**

The Organization received another PPP loan on February 2, 2021 in the amount of \$222,122. The loan is being treated as a conditional contribution until such time that the loan has been explicitly forgiven by the SBA. Therefore, the total proceeds have been recognized as a refundable advance at June 30, 2021.

If the Organization fails to submit a loan forgiveness application to the lender within 10 months after the end of the loan forgiveness covered period, the Organization will be required to pay back all principal and interest on the note including interest. The annual interest rate on the loan is 1%.

**NOTE G – COMMITMENTS AND CONTINGENCIES**

Grants

The grants require the fulfillment of certain conditions set forth in the instrument of the grant. Failure to fulfill the conditions could result in disallowed claims or questioned costs and may constitute a liability of the Organization.

**NOTE H – LIQUIDITY**

The following assets are available to cover operating expenses in the year following the balance sheet date:

Cash and cash equivalents	\$ 405,063
Grants receivable	121,551
Total	<u>\$ 616,586</u>

**NOTE I – BOARD-DESIGNATED OPERATING RESERVE**

The Board of Directors has variance power over the ultimate use of the board-designated funds of \$41,429 to be used for any unexpected needs or unanticipated funding reductions. Because the Board has control, the designated operating reserve is included in unrestricted funds of the Organization.

**NOTE J – IN-KIND CONTRIBUTIONS**

Donated services which require recognition are those that create or enhance non-financial assets or that specifically require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. Donated supplies, materials, and facilities are reflected in the accompanying statements at their estimated values at date of receipt.

The value of services, supplies, materials, and facilities included in the financial statements for the year are as follows:

Descriptions	Amount
Christmas gifts for families	\$ 16,191
Bright by Three materials and supplies	5,000
Baby gifts	1,645
Total	<u>\$ 22,836</u>

Family Visitor Program of Garfield County, Inc.

NOTES TO FINANCIAL STATEMENTS

June 30, 2021

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**NOTE J – IN-KIND CONTRIBUTIONS – CONTINUED**

In-kind expenses are normally shown in their natural category. Management has elected to show in-kind expenses as a single line item in the Schedule of Functional Expenses.

**NOTE K – PENSION PLAN**

The Organization offers a Simple IRA retirement plan for all employees. After an employee has earned \$5,000, they may choose to designate part of their salary to be placed in the tax-deferred Simple IRA plan. The Organization will contribute 100% of the employee's contributed amount to the plan, up to a maximum of 3% of the employee's compensation. Employees are 100% vested upon the first elected deferral contribution. The Organization's contributions for the year ended June 30, 2021, were \$20,508.

**NOTE L – RELATED PARTY INCOME**

In 1997, The Defiance Thrift Store was formed as a 501(c)(3) not-for-profit corporation. The purpose of the organization is to run a thrift store. The excess funds are for the benefit of Family Visitors Program of Garfield County and LIFT-UP, both 501(c)(3) not-for-profit corporations. Defiance Thrift Store donated \$47,000 to Family Visitors Program of Garfield County in the current year.

**NOTE M – CONCENTRATION OF FUNDING SOURCE**

The Organization relies heavily on grants from the Colorado Department of Human Services (CDHS). Management of the Organization expects these grants to continue into the foreseeable future. However, if a significant portion of those funds are reduced or not continued, the Organization's ability to continue all programs would be diminished. For the year ended June 30, 2021, the Organization received \$763,803 of total revenues from CDHS which represents 54% of the Organization's total revenues.

**NOTE N – SUBSEQUENT EVENTS**

Subsequent events were evaluated through December 16, 2021, which is the date the financial statements were available to be issued.