Financial Statements with Independent Auditor's Report



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## **Independent Auditor's Report**

Board of Directors United Way of Skagit County Mount Vernon, Washington

#### Opinion

I have audited the accompanying financial statements of United Way of Skagit County (a nonprofit organization), which comprise the statements of financial position as of June 30, 2023 and 2022, the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of United Way of Skagit County as of June 30, 2023 and 2022, 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.

#### **Basis for Opinion**

I conducted my audits in accordance with auditing standards generally accepted in the United States of America (GAAS). My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of United Way of Skagit County and to meet my other ethical responsibilities in accordance with the relevant ethical requirements relating to my audits. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### **Responsibilities of Management 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, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about United Way of Skagit County's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

#### Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 United Way of Skagit County's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about United Way of Skagit County's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that I identified during the audits.

#### **Report on Supplementary Information**

My audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information included on pages 13 and 14 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS. In my opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Kenter Hum

Bellingham, Washington November 17, 2023

#### **Statements of Financial Position**

June 30, 2023 and 2022

	 2023	 2022
Assets		
Cash and cash equivalents	\$ 408,896	\$ 100,051
Certificates of deposit	249,927	625,855
Unconditional promises to give, net	46,463	167,568
Property and equipment, net	1,346	5,109
Right of use asset, net	40,150	-
Other assets	 1,000	 1,000
Total assets	\$ 747,782	\$ 899,583
Liabilities and Net Assets		
Liabilities		
Accounts payable and accrued liabilities	\$ 30,467	\$ 55,029
Donor designated allocations payable	-	14,557
Lease liability	 40,761	 -
Total liabilities	71,228	69,586
Net assets		
Without donor restrictions		
Board designated	192,563	248,382
Undesignated	 464,526	 508,608
Total without donor restrictions	657,089	756,990
With donor restrictions	 19,465	 73,007
Total net assets	 676,554	 829,997
Total liabilities and net assets	\$ 747,782	\$ 899,583

#### **Statements of Activities**

	2023					2022						
	With			Without Donor With Donor		h Donor	or					
	Re	strictions	Res	trictions		Total	Re	strictions	Res	trictions		Total
Support and revenue												
Gross campaign results	\$	280,959	\$	-	\$	280,959	\$	488,525	\$	-	\$	488,525
Less donor designations		-		-		-		(63,987)		-		(63 <i>,</i> 987)
Gross campaign contributions		280,959		-		280,959		424,538		-		424,538
Less provision for uncollectible promises to give		(37,509)		-		(37,509)		(8,959)		-		(8,959)
Net campaign contributions		243,450		-		243,450		415,579		-		415,579
Other grants and contributions		277,086		7,472		284,558		177,335		45,141		222,476
In-kind contributions		33,748		-		33,748		22,239		-		22,239
Other income		11,791		-		11,791		4,147		-		4,147
Satisfaction of restrictions		61,014		(61,014)		-		13,469		(13,469)		-
Total support and revenue		627,089		(53,542)		573,547		632,769		31,672		664,441
Expenses												
Program services		444,280		-		444,280		609,037		-		609,037
Management and general		183,049		-		183,049		105,265		-		105,265
Resource Development		99,661				99,661		150,081		-		150,081
Total expenses		726,990		-		726,990		864,383		-		864,383
Changes in net assets		(99,901)		(53,542)		(153,443)		(231,614)		31,672		(199,942)
Net assets – beginning of year		756,990		73,007		829,997		988,604		41,335		1,029,939
Net assets – end of year	\$	657,089	\$	19,465	\$	676,554	\$	756,990	\$	73,007	\$	829,997

#### **Statements of Functional Expenses**

	2023					2022									
	Ρ	rogram	Man	agement	Re	source			Program	Mai	nagement	R	esource		
	S	ervices	and	General	Dev	elopment	 Total		Services	and	d General	Dev	velopment		Total
Payroll	\$	86,195	\$	64,462	\$	58,437	\$ 209,094	\$	159,201	\$	56,026	\$	88,212	\$	303,439
Employee benefits		11,242		9,321		5,658	26,221		34,439		13,500		20,826		68,765
Payroll taxes		5,166		8,988		4,372	 18,526		14,301		4,804		7,877		26,982
Total payroll and related		102,603		82,771		68,467	253,841		207,941		74,330		116,915		399,186
Gross funds awarded		173,000		-		-	173,000		249,616		-		-		249,616
Less donor designations		-		-		-	 -		(63,987)		-		-		(63,987)
Net funds awarded		173,000		-		-	173,000		185,629		-		-		185,629
Professional and contract services		35,394		85,741		9,544	130,679		40,707		20,412		12,705		73,824
Diaper bank supplies, including in-kind		89,585		-		-	89,585		108,670		-		-		108,670
Occupancy		13,679		8,108		7,846	29,633		22,443		5,681		10,532		38,656
Miscellaneous		10,330		1,792		2,886	15,008		20,900		1,085		1,372		23,357
Membership, dues and subscriptions		7,326		2,901		4,412	14,639		9,946		2,697		4,805		17,448
Supplies and materials		8,871		1,115		1,859	11,845		5,719		220		402		6,341
Events		1,071		7		3,919	4,997		3,769		-		2,354		6,123
Depreciation		2,421		614		728	 3,763		3,313		840		996		5,149
Total expenses	\$	444,280	\$	183,049	\$	99,661	\$ 726,990	\$	609,037	\$	105,265	\$	150,081	\$	864,383

#### **Statements of Cash Flows**

	 2023	2022
Cash flows from operating activities		
Changes in net assets	\$ (153,443)	\$ (199,942)
Adjustments to reconcile changes in net assets to net cash		
provided (used) by operating activities:		
Depreciation expense	3,763	5,149
Provision for uncollectible promises to give	37,509	8,959
Reduction in carrying amount of right-of-use asset, net		
of lease liability accretion	16,799	-
Changes in assets and liabilities:		
Unconditional promises to gives	83,596	(29,518)
Other assets	-	(1,000)
Accounts payable and accrued liabilities	(24,562)	8,774
Donor designated allocations payable	(14,557)	(2,047)
Lease liability	 (16,188)	
Net cash provided (used) by operating activities	(67,083)	(209,625)
Cash flows from investing activities		
Net change in certificates of deposit	 375,928	125,772
Net cash provided by investing activities	 375,928	125,772
Net increase (decrease) in cash and cash equivalents	308,845	(83,853)
Cash and cash equivalents – beginning of year	 100,051	183,904
Cash and cash equivalents – end of year	\$ 408,896	\$ 100,051
Supplemental cash flow information		
Non-cash investing and financing activities		
Lease liability arising from obtaining right-of-use asset	\$ 55,276	<u>\$ -</u>

June 30, 2023 and 2022

## Note 1 – Summary of Significant Accounting Policies

**Nature of activities** – United Way of Skagit County (the Organization) is a Washington State nonprofit corporation formed in 1963. The Organization's mission is to unite Skagit County to build a positive and sustainable quality of life for all. The Organization is committed to creating opportunities in the community so that all children and families have the same chances to succeed in school and in life. The Organization envisions a community where all individuals and families achieve their potential and where all children receive a quality education that offers a pathway to a brighter tomorrow. Working with dozens of cross-sector partnerships, the Organization is focused primarily on early childhood development but also works with families to improve their financial stability. In addition, the Organization provides grants and works with community partners to provide basic needs of food, shelter, health and safety. Basic needs services are vital to individuals with chronic conditions and for individuals and families in crisis needing temporary support.

Effective July 1, 2021, the Organization began operating the Skagit Valley Diaper Bank as a new program. The service previously existed as a separate independent nonprofit organization with the same name, but when that organization elected to cease activities, the Organization elected to take on similar activities as its own program. This is not considered a business combination. Assets provided to the Organization upon taking over these activities totaled \$40,982 and \$8,025 and have been recognized as other grants and contributions and in-kind contributions, respectively, in the statement of activities for the year-ended June 30, 2022.

**Basis of accounting** – The Organization prepares its financial statements in accordance with accounting principles generally accepted in the United States of America, which involves the application of accrual accounting. Accordingly, revenues and gains are recognized when earned, and expenses and losses are recognized when incurred.

**Basis of presentation** – The Organization presents its financial statements in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958. Under this standard, the Organization is required to present its financial position and activities according to two classes of net assets: net assets without donor restriction and net assets with donor restrictions.

*Net assets without donor restrictions* – Net assets that are not subject to donor-imposed restrictions and over which the Board of Directors has discretionary control.

Net assets with donor restrictions – Net assets subject to donor-imposed restrictions or time restrictions that will be met either through actions of the Organization or by passage of time, including contributions restricted by the donor to be invested in perpetuity, if any.

Revenues are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in net assets without donor restrictions. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or by law. In the period donor restrictions are met, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as satisfaction of restrictions. When donor restrictions are met during the same period that the contribution is received, the contribution is recorded as net assets without donor restrictions.

June 30, 2023 and 2022

## Note 1 – Summary of Significant Accounting Policies – (Continued)

**Cash and cash equivalents** – The Organization considers all highly liquid investments purchased with an original maturity of three months or less to be cash equivalents. The Organization maintains its cash in bank accounts that may exceed federally insured limits at times during the year. The Organization has not experienced any losses in these accounts, and management does not believe it is exposed to any significant credit risk.

**Certificates of deposit** – The Organization holds certificates of deposit valued at cost plus accrued interest.

**Unconditional promises to give** – Unconditional promises to give are recognized as support in the period the unconditional promise is made. Promises to give expected to be collected in future years are recorded at the present value of estimated future cash flows using a discount rate commensurate with the risks involved. For the year ended June 30, 2022, an estimated allowance for uncollectible promises to give was recorded based upon a trailing five-year average of closed receivables, adjusted by management estimates of current economic factors. The allowance for uncollectible promises to give totaled \$14,461 for the year ended June 30, 2022. During the year ended June 30, 2023, management based this estimate on several factors including prior experience collecting receivables, the aging of the receivables at year-end, and management's appraisal of current economic conditions. Based on the above factors, management considers all receivables to be fully collectible and therefore has not made any allowance for uncollectible receivable for the year ended June 30, 2023. In addition, all unconditional promises to give are collectible within one year.

**Property and equipment** – The Organization capitalizes all property and equipment acquisitions in excess of \$2,500. Property and equipment acquisitions are recorded at cost or, if acquired as a donation, at fair value at the date of donation. Additions, improvements, or expenditures which add to productive capacity or extend the life of an asset are capitalized. Expenditures for repairs and maintenance are charged to operations as incurred. Depreciation is recorded using the straight-line method over estimated useful lives of the assets, which is typically five years.

**Donor designated allocations payable** – Funds are distributed to not-for-profit agencies in accordance with donor instructions. To be eligible to receive these funds, a not-for-profit organization must have been granted exemption under sections 501(c)(3) and 509(a) of the Internal Revenue Code and must comply with U.S. Patriot Act requirements and not be on the Internal Revenue Service's Revocation List.

**Gross campaign results** – Consistent with industry practice, the Organization presents gross campaign results and donor designations as supplementary information. Gross campaign results consist of funds raised as a result of the Organization's fundraising efforts during the normal course of its campaigns, including donor designated amounts, if any. This includes pledges processed by third-party processors where the involvement of the Organization in workplace campaigns is considered to be significant, if any. Amounts raised that are designated by the donor to specific nonprofit organizations other than United Way of Skagit County, are deducted from total campaign results to arrive at net campaign contributions, as the Organization does not retain variance power. If a workplace which uses a third-party processor elects not to report its total campaign results to the Organization, then its designated amounts raised are not included in the Organization's gross campaign results.

**Contributions** – Contribution revenue consists of contributions and grants and is recognized in the period received or when an unconditional promise to give is made, whichever is earlier. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promises become unconditional.

June 30, 2023 and 2022

## Note 1 - Summary of Significant Accounting Policies - (Continued)

**Contributions** (cont.)– Contributions from three donors made up 44% of total support and revenue for the year ended June 30, 2023, including amounts collected under the federal government's employee retention tax credit which totaled \$133,736. There were no such donor concentrations for the year ended June 30, 2022.

**Donated goods and services** – Donations of goods and services are recorded at their estimated fair values at the date of donation. Donated services are recognized if the services received (a) create or enhance nonfinancial assets or (b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased. In addition, many volunteers have donated significant amounts of time to the Organization's program services and fundraising campaigns. The services of these volunteers are not recorded in the accompanying financial statements as they do not meet the criteria for recognition.

Donated goods consists of diaper bank supplies which includes diapers, formula, infant clothing and other infant supplies. Donated goods are recorded based on either the fair market value provided by the National Diaper Bank Network or the fair market value of similar goods in the market. Donated services consists of advertising from United Way Worldwide (UWW) and is recorded based on a rate provided by UWW. In-kind contributions included in the statement of activities are comprised of the following for the years ended June 30:

	2023	2022
Diaper Bank supplies	\$ 31,964	\$ 18,012
Advertising	 1,784	 4,227
	\$ 33,748	\$ 22,239

**Federal income taxes** – The Organization is a nonprofit organization under Section 501(c)(3) of the Internal Revenue Code and is therefore exempt from federal income tax on income derived from activities related to its tax-exempt purposes. Accordingly, no provision for income tax is necessary.

**Functional allocation of expenses** – The costs of providing various programs and other activities have been summarized on the functional basis in the accompanying statements of activities and functional expenses. Costs are directly allocated where possible and certain expenses not directly related to a particular function are allocated based upon the percentage of time devoted to the benefited activities or on other appropriate methods. The Organization complies with United Way Worldwide standards established for donor designated deductions.

**Use of estimates** – The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

**Reclassification** – Certain reclassifications have been made to the prior year's financial statements to conform to the current year's presentation.

June 30, 2023 and 2022

## Note 1 - Summary of Significant Accounting Policies - (Continued)

**Recently adopted accounting standards** – In 2022, the Organization adopted FASB Accounting Standards Update (ASU) No. 2016-02, *Leases*. This guidance, as amended by subsequent ASU's on the topic, requires lessees to recognize a right-to-use asset and a lease obligation for all leases. Lessees are permitted to make an accounting policy election to not recognize an asset and liability for leases with a term of twelve months or less. Additional qualitative and quantitative disclosures, including significant judgments made by management, are required. The Organization elected not to restate the comparative period (2022). It also elected not to reassess at adoption (i) expired or existing contracts to determine whether they are or contain a lease, (ii) the lease classification of any existing leases, or (iii) initial direct costs for existing leases. As a result of implementing this new standard, the Organization recognized ROU assets of \$40,150 and lease liabilities totaling \$40,761 in its statement of financial position as of June 30, 2023. The adoption did not result in a significant effect on amounts reported in the statement of activities for the year ended June 30, 2023.

**Subsequent events** – In preparing these financial statements, the Organization has evaluated events and transactions for potential recognition or disclosure through November 17, 2023, the date the financial statements were available to be issued.

## Note 2 – Liquidity and Availability

Financial assets available for general expenditure within one year consist of the following at June 30:

		2023	2022
Cash and cash equivalents	\$	408,896	\$ 100,051
Certificates of deposit		249,927	625,855
Unconditional promises to give, net		46,463	167,568
Less amounts not available for general expenditure within one year	-		
Donor-restricted		(19,465)	 (73,007)
	\$	685,821	\$ 820,467

The Organization has certain donor-restricted net assets limited to use (see Note 4), which are not available for general expenditure within one year in the normal course of operations. Accordingly, these assets have been excluded in the quantitative information above. The Organization has certain other net assets limited to use for board-designated purposes (see Note 4), but which are generally considered available for expenditure in the next year.

As part of the Organization's liquidity management plan, cash in excess of daily requirements may be invested in certificates of deposit and money market accounts.

June 30, 2023 and 2022

## Note 3 – Property and Equipment

Property and equipment consists of the following at June 30:

	2023		2022
Furniture and equipment	\$ 26,1	29 \$	26,129
Software	4,7	50	4,750
	30,8	79	30,879
Less accumulated depreciation	(29,5	33)	(25,770)
	<u>\$</u> 1,3	<u>46 \$</u>	5,109

Depreciation expense totaled \$3,763 and \$5,149 for the years ended June 30, 2023 and 2022, respectively.

#### Note 4 – Net Assets

The governing board has designated, from net assets without donor restrictions, certain net assets for the following purpose at June 30:

		2023	 2022
Operating reserve	<u>\$</u>	192,563	\$ 248,382

The operating reserve was at least 25% of budget as of both June 30, 2023 and 2022. The operating reserve allows the Organization to manage cash flow interruptions, meet commitments, obligations or other contingencies, minimize the need for short-term borrowing for working capital, provide flexibility for organizational growth, and generate investment income.

Net assets with donor restrictions consist of the following at June 30:

	 2023	 2022
Born Learning Trails program	\$ 6,725	\$ 8,170
Dolly Parton Imagine Library	4,369	-
Financial People Project	603	35,729
Diaper Bank and Welcome Baby program	-	21,340
Other programs and events	 7,768	7,768
	\$ 19,465	\$ 73,007

#### Note 5 – Retirement Plan

The Organization contributes to the union pension fund for member employees under the provisions of the contract formula and a Simple IRA for non-union employees. The Organization's contributions totaled \$6,647 and \$15,405 for the years ended June 30, 2023 and 2022, respectively.

June 30, 2023 and 2022

## Note 6 – Leases

The Organization evaluated current contracts to determine which met the criteria of a lease. The ROU asset represents the Organization's right to use underlying property for the lease term, and the lease liability represents the Organization's obligation to make lease payments arising from this lease. The ROU asset and lease liability, both of which arise from the operating lease, were calculated based on the present value of future lease payments over the lease terms. The Organization utilized a risk free rate to discount future lease payments. The risk free rate applied to calculate lease liabilities was 2.88% as of July 1, 2022.

The Organization has one operating lease for office space in Mount Vernon, WA, which terminates December 31, 2025.

For the year ended June 30, 2023, total operating lease cost was \$16,188, and total short-term lease cost was nil. As of June 30, 2023, the weighted-average remaining lease term for the Organization's operating leases was approximately 2.5 years. Rent expense under FASB ASC 840 (preadoption of the new standards) for operating leases totaled \$21,650 for the year ended June 30, 2022. There were no noncash investing and financing transactions related to leasing other than the transition entry disclosed in the statement of cash flows.

Future maturities of lease liabilities are presented in the following table, for the years ending December 31:

2024	\$ 16,673
2025	17,174
2026	 8,758
Total lease payments	42,605
Less present value discount	 (1,844)
	\$ 40,761

## Note 7 – Related Party Transactions

The Organization paid dues to the national and regional organizations, United Way Worldwide and United Way of the Pacific Northwest, totaling \$8,434 and \$13,616 for the years ended June 30, 2023 and 2022, respectively.

Supplementary Information

## Supplementary Schedule of Gross Funds Awarded

Year Ended June 30, 2023

Agency	Funds Awarded	Designations	Total
Foundation of Dist. #304	\$ 45,000	\$ -	\$ 45,000
Youthnet	30,000	-	30,000
Brigid Collins-Skagit Valley Family Support	27,000	-	27,000
Community Action of Skagit County	20,000	-	20,000
Foundation for Academic Endeavors	15,000	-	15,000
Skagit Domestic Violence & Sexual Assault Services	10,000	-	10,000
Skagit Preschool & Resource Center	8,000	-	8,000
Anacortes Family Center	8,000	-	8,000
Reach Out and Read	5,000	-	5,000
Sea Mar Community Centers	5,000	-	5,000
Third-party processed direct paid designations	-	-	-
United Way of Skagit County processed			
other agency designations			
	\$ 173,000	\$ -	\$ 173,000

## Supplementary Schedule of Gross Funds Awarded

## Year Ended June 30, 2022

Agency	Funds Awarded	Designations	Total
Foundation of Dist. #304	\$ 45,000	\$ -	\$ 45,000
Youthnet	25,000	-	25,000
Brigid Collins-Skagit Valley Family Support	27,000	332	27,332
Community Action of Skagit County	20,000	-	20,000
Foundation for Academic Endeavors	15,000	102	15,102
Skagit Domestic Violence & Sexual Assault Services	10,000	1,020	11,020
Skagit Preschool & Resource Center	10,000	561	10,561
Anacortes Family Center	10,000	-	10,000
Skagit Valley Family YMCA	8,000	-	8,000
Reach Out and Read	5,000	-	5,000
Sea Mar Community Centers	5,000	-	5,000
Helping Hands Food Bank	3,629	-	3,629
Skagit County Health Department	2,000	-	2,000
Third-party processed direct paid designations	-	22,386	22,386
United Way of Skagit County processed			
other agency designations	-	39,586	39,586
	\$ 185,629	\$ 63,987	\$ 249,616