

WOMEN IN TRANSITION, INC.

**FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION
YEAR ENDED JUNE 30, 2019
(WITH COMPARATIVE TOTALS FOR 2018)**

WOMEN IN TRANSITION, INC.

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BAUM, SMITH & CLEMENS, LLP

CERTIFIED PUBLIC ACCOUNTANTS and BUSINESS ADVISORS

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Women In Transition, Inc.

We have audited the accompanying financial statements of Women In Transition, Inc. (a nonprofit organization), which are comprised of the statement of financial position as of June 30, 2019, 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 U.S. generally accepted accounting principles; 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 U.S. generally accepted auditing standards. 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 Women In Transition, Inc. as of June 30, 2019 and the changes in its net assets and its cash flows for the year then ended in accordance with U.S. generally accepted accounting principles.

(Continued)

Other Matters

Report on Summarized Comparative Information

We have previously audited Women In Transition, Inc.'s 2018 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated November 26, 2018. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2018, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of program services 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 the auditing procedures applied in the audit 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 U.S. generally accepted auditing standards. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Baum, Smith & Clemens, LLP

Harleysville, PA
October 30, 2019

WOMEN IN TRANSITION, INC.
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2019
(With Comparative Totals for 2018)

	2019	2018
ASSETS		
Current assets		
Cash	\$ 183,443	\$ 184,665
Grant and contracts receivable	112,892	81,372
Unconditional promises to give	-	10,000
Total current assets	296,335	276,037
Fixed assets, net	-	4,983
Other assets		
Beneficial interest in split-interest trusts	740,000	1,160,000
Unemployment reserve	17,460	22,526
Security deposit	21,975	21,975
Other	840	840
Total other assets	780,275	1,205,341
Total assets	\$ 1,076,610	\$ 1,486,361
LIABILITIES		
Current liabilities		
Accounts payable and accrued expenses	\$ 48,618	\$ 36,396
Accrued payroll	41,097	41,325
Capital lease obligation, current	-	3,794
Total current liabilities	89,715	81,515
NET ASSETS		
Without donor restrictions		
Undesignated	227,659	224,635
Board designated	6,711	6,711
Total without donor restrictions	234,370	231,346
With donor restrictions	752,525	1,173,500
Total net assets	986,895	1,404,846
Total liabilities and net assets	\$ 1,076,610	\$ 1,486,361

See Accompanying Notes to Financial Statements

WOMEN IN TRANSITION, INC.
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2019
(With Comparative Totals for 2018)

	2019			2018 Total
	Without Donor Restrictions	With Donor Restrictions	Total	
PUBLIC SUPPORT AND REVENUES				
Public Support				
Government grants	\$ 727,347	\$ -	\$ 727,347	\$ 646,397
Foundations and other	54,885	12,525	67,410	65,879
Individuals	51,698	-	51,698	64,892
Corporations	9,079	-	9,079	9,485
Sub-contracts	84,937	-	84,937	103,699
Donated services and goods	66,787	-	66,787	10,503
Net assets released from restriction	13,500	(13,500)	-	-
Total public support	<u>1,008,233</u>	<u>(975)</u>	<u>1,007,258</u>	<u>900,855</u>
Revenue				
Special events/fundraising	9,981	-	9,981	6,471
Interest	1,161	-	1,161	-
Miscellaneous	3,491	-	3,491	1,680
Total revenue	<u>14,633</u>	<u>-</u>	<u>14,633</u>	<u>8,151</u>
Total public support and revenue	<u>1,022,866</u>	<u>(975)</u>	<u>1,021,891</u>	<u>909,006</u>
EXPENSES				
Program	775,097	-	775,097	783,182
Management and general	179,222	-	179,222	91,548
Fundraising	65,523	-	65,523	52,394
Total expenses	<u>1,019,842</u>	<u>-</u>	<u>1,019,842</u>	<u>927,124</u>
Change in net assets before change in value of split-interest trusts	3,024	(975)	2,049	(18,118)
Change in value of split-interest trusts	-	(420,000)	(420,000)	678,000
Change in net assets	3,024	(420,975)	(417,951)	659,882
Net assets beginning of year	<u>231,346</u>	<u>1,173,500</u>	<u>1,404,846</u>	<u>744,964</u>
Net assets end of year	<u>\$ 234,370</u>	<u>\$ 752,525</u>	<u>\$ 986,895</u>	<u>\$1,404,846</u>

See Accompanying Notes to Financial Statements

WOMEN IN TRANSITION, INC.
STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2019
(With Comparative Totals for 2018)

	2019	2018
Cash flows from operating activities		
Change in net assets	\$ (417,951)	\$ 659,882
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities		
Depreciation	4,983	11,560
Change in beneficial interest in split-interest trusts	420,000	(678,000)
Change in assets and liabilities		
Grant and contracts receivable	(31,520)	37,851
Unconditional promises to give - current assets	10,000	(10,000)
Prepaid expenses	-	8,902
Unemployment reserve	5,066	(6,151)
Accounts payable and accrued expenses	12,222	16,998
Accrued payroll and benefits	(228)	17,761
Net cash provided (used) by operating activities	2,572	58,803
Cash flows from financing activities		
Payments on capital lease	(3,794)	(5,405)
Net cash used by financing activities	(3,794)	(5,405)
Net change in cash and cash equivalents	(1,222)	53,398
Cash and cash equivalents:		
Beginning of year	184,665	131,267
End of year	\$ 183,443	\$ 184,665
Supplemental schedule of non-cash financing activities:		
Interest paid on capital lease	\$ 284	\$ 407

See Accompanying Notes to Financial Statements

WOMEN IN TRANSITION, INC.
STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2019
(With Comparative Totals for 2018)

	2019			2018 Total	
	Program Services	Management and General	Fundraising		Total
Personnel					
Salaries	\$ 408,849	\$ 75,749	\$ 32,950	\$ 517,548	\$ 457,786
Taxes and benefits	91,791	16,786	7,406	115,983	108,228
Total personnel	<u>500,640</u>	<u>92,535</u>	<u>40,356</u>	<u>633,531</u>	<u>566,014</u>
Operating					
Contract services	111,251	15,004	4,476	130,731	141,944
Donated services and goods	17,343	-	-	17,343	10,503
Professional fees	5,841	50,699	629	57,169	11,466
Occupancy	98,783	16,548	7,963	123,294	110,843
Insurance	7,912	1,573	656	10,141	10,581
Depreciation	3,735	826	422	4,983	11,560
Office expenses and supplies	17,031	1,326	5,138	23,495	24,908
Printing and publication	3,882	432	540	4,854	7,405
Local travel	5,479	-	135	5,614	2,991
Miscellaneous	2,473	180	5,148	7,801	27,895
Postage and delivery	504	57	41	602	607
Interest	223	42	19	284	407
Total operating	<u>274,457</u>	<u>86,687</u>	<u>25,167</u>	<u>386,311</u>	<u>361,110</u>
Total expenses	<u>\$ 775,097</u>	<u>\$ 179,222</u>	<u>\$ 65,523</u>	<u>\$ 1,019,842</u>	
2018 Totals	<u>\$ 783,182</u>	<u>\$ 91,548</u>	<u>\$ 52,394</u>		<u>\$ 927,124</u>

See Accompanying Notes to Financial Statements

WOMEN IN TRANSITION, INC.
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE A: ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization – Vision, Mission and Goals

Since 1971, Women In Transition, Inc. (WIT) has been providing empowerment, support and education for women who are encountering life-changing transitions that are rooted in domestic violence, substance abuse or poverty.

WIT's vision is a future where women and children find safety, justice and equality at every turn of their lives. WIT's mission is to empower women to attain safety, equality and justice, and build independent and self-sustaining lives for themselves and their children; and to pioneer collaborations with community partners to create an intolerance of gender-based violence, substance abuse and poverty. WIT's program goals are to develop innovative approaches to empower women to change their lives; and engage the community in awareness efforts to recognize the connections between domestic violence, substance abuse, child abuse, poverty and community violence. WIT's internal goals are to sustain an organizational infrastructure that will assure organizational stability, encourage innovation, enhance fundraising and board capacity, and maintain openness to opportunities for growth.

In January 2013, WIT became a subsidiary of PathWays PA, Inc. (PathWays). PathWays is the sole voting member of WIT and has the powers and authorities set forth in the Pennsylvania Nonprofit Corporation Law of 1988. These financial statements reflect only the financial position and operating results of WIT.

New Accounting Pronouncement

On August 18, 2016, FASB issued ASU 2016-14, Not-for-Profit Entities (Topic 958) – Presentation of Financial Statements for Not-for-Profit Entities. The update addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of resources, and the lack of consistency in the type of information provided about expenses and investment return. WIT has adjusted the presentation of these statements accordingly. The ASU has been applied retrospectively to all periods presented if required by the pronouncement.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with U.S. generally accepted accounting principles.

Basis of Presentation

WIT is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

Net Assets

Net assets consist of the following:

Without Donor Restrictions:

Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of WIT. These net assets may be used at the discretion of WIT's management and board of directors. Net assets without donor restrictions have the following subcategories:

Undesignated – these assets are available for general operations of WIT and include net assets related to property, plant and equipment.

Board designated – these assets have been set aside for future project or operational needs as determined by the board.

With Donor Restrictions

Net assets subject to stipulations imposed by donors and grantors. Donor restrictions are temporary in nature; those restrictions will be by the passage of time or specified purpose. Donor restricted contributions are reported as increase in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of activities.

WOMEN IN TRANSITION, INC.
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE A: ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Grants and Contracts Receivable

WIT's activities are funded primarily by grants and contracts. Revenue and grants receivable have been recognized only to the extent allowed under the contracts. Receivables consist primarily of the cost reimbursement requests outstanding at year-end related to various contracts with government and private agencies and are considered fully collectible.

Fixed Assets

All acquisitions of fixed assets in excess of \$5,000 and having estimated useful lives of more than one year are capitalized. Fixed assets are stated at cost and depreciated on a straight-line basis over the estimated useful lives of the assets. When assets are retired or otherwise disposed of, the cost and related depreciation are removed from the books and any resulting gain or loss is reflected in income for the period. The cost of maintenance and repairs is charged to income as incurred and costs of significant replacements and improvements are capitalized and expensed over the periods benefited.

Beneficial Interest in Split-Interest Trusts

The interest in the trusts was recognized at fair value on the date of initial contribution. The fair value is recalculated annually using present value technique which includes the estimated return on the invested assets during the expected term of the agreement, the contractual payment obligations under the agreement, and a discount rate commensurate with the risks involved.

Restricted and Unrestricted Support

Contributions are recorded as support with donor restrictions or without donor restrictions, depending on the existence and/or nature of any donor restrictions.

Support that is restricted by the donor is reported as an increase in net assets without donor restrictions 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 net assets with donor restrictions, depending on the nature of the restriction. When a restriction expires, that is, when a stipulated time restriction ends or a purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restriction.

In-Kind Contributions

WIT records the value of donations in-kind when there is an objective basis available to measure its value. Donations in kind are reflected as revenue in the accompanying statements at its estimated market value at the date of receipt.

The contribution of services are recognized if the services received (a) create or enhance non-financial assets or (b) require specialized skills that are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation. Contributed services are reflected in the financial statements at the fair value of the services received.

WIT also benefits from time donated from volunteers for a variety of tasks that do not meet the criteria for the recognition of contributed services.

Income Taxes

WIT qualifies as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code and has been classified as a publicly supported charitable organization. WIT is registered as required with the Pennsylvania Bureau of Charitable Organizations.

WIT is required to recognize, measure, classify, and disclose in the financial statements uncertain tax positions taken or expected to be taken in WIT's tax returns. Management has determined that the WIT does not have any uncertain tax positions and associated unrecognized benefits that materially impact the financial statements or related disclosures. Generally, WIT is no longer subject to income tax examinations by tax authorities for tax years prior to 2015.

WOMEN IN TRANSITION, INC.
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE A: ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates

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

Significant estimates included in the financial statements are the value of the beneficial interests in the split-interest charitable remainder trusts.

Allocation of Operating Expenses to Program Services and Supporting Services

The Statement of Functional Expenses for the year ended June 30, 2019 provides the detail of the operating expenses for the categories of operation; Program Services, Management and General, and Fundraising.

The cost of direct labor, including the cost of employee fringe benefits, and other direct operating expenses directly related to each of the categories are charged to the respective category of operation, and all direct Program Services expenses are first charged to the individual programs sponsored.

Certain indirect operating expenses are allocated to each of the categories of operation and the individual programs sponsored in the case of Program Services.

The allocated indirect expenses primarily include occupancy, depreciation, information technology and general insurance. These costs are allocated to the individual program services, Management and General and Fundraising based upon the direct labor cost incurred by each program sponsored and operating category to the total direct labor dollars incurred.

Subsequent Events

Management has evaluated subsequent events through the date the financial statements were available to be issued which was October 30, 2019.

NOTE B: FIXED ASSETS

Fixed assets consist of the following:

Furniture and equipment	\$ 55,859
Software	<u>20,779</u>
	76,638
Less: Accumulated depreciation	<u>76,638</u>
	<u>\$ -</u>

Depreciation expense for the year ended June 30, 2019 was \$4,983.

NOTE C: BENEFICIAL INTEREST IN SPLIT-INTEREST TRUSTS

WIT has been named as the beneficiary of four charitable split-interest trusts. WIT is an 8% remainderman of the trusts' principal. The trusts were funded with marketable equity securities. The trust assets are reflected in other assets in the Statement of Financial Position and total approximately \$740,000, as of June 30, 2019.

WOMEN IN TRANSITION, INC.
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE D: FAIR VALUE MEASUREMENT

The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1) and the lowest priority to unobservable inputs (level 3). The three levels of the fair value hierarchy are described as follows:

Level 1	Inputs to the valuation methodology are quoted prices (unadjusted) in active markets for identical assets or liabilities that the organization can access.
Level 2	Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly such as: <ul style="list-style-type: none"> ▪ Quoted prices for similar assets or liabilities in active markets; ▪ Quoted prices for identical or similar assets or liabilities in inactive markets; ▪ Inputs other than quoted prices that are observable for the asset or liability; and ▪ Inputs that are derived principally from or corroborated by observable market data by correlation or other means. <p style="margin-left: 40px;">If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.</p>
Level 3	Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. (Valuation techniques maximize the use of relevant observable inputs and minimize the use of unobservable inputs). The following is a description of the valuation methodologies used for assets measured at fair value. There are no changes in the methodologies used at June 30, 2019.

Beneficial interest in charitable remainder split-interest trusts: Valued at the expected amount to be received less the calculated discount of 6%. There is no observable active market for these assets.

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Beneficial interest in split-interest trusts	\$ -	\$ -	\$ 740,000	\$ 740,000
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 740,000</u>	<u>\$ 740,000</u>

A reconciliation of activity for the beneficial interest in split-interest trusts measured at fair value based on significant unobservable (non-market) information discounted cash flows is presented at its discounted value as follows:

Balance, beginning of year	\$ 1,160,000
Change in value	<u>(420,000)</u>
Balance, end of year	<u>\$ 740,000</u>

WOMEN IN TRANSITION, INC.
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE E: DESIGNATED NET ASSETS

The Board of WIT has designated \$6,711 of net assets without donor restrictions for the Wenonah B. Sharpe Fund. The Board approves all expenditures from this fund.

NOTE F: NET ASSETS WITH DONOR RESTRICTION

Net assets with donor restriction as of June 30, 2019 are as follows:

	<u>Amount</u>	<u>Restriction</u>
Beneficial interest in split-interest charitable remainder trusts	\$ 740,000	Time
Foundation/Corporate grants	12,525	Purpose
	<u>\$ 752,525</u>	

NOTE G: RELATED PARTY

WIT paid management fees of \$40,000 for accounting services provided by its parent.

NOTE H: OPERATING LEASE

For the year ended June 30, 2019, rental expense under the office space operating leases was \$119,772. The operating lease for the current office space is a ten year lease that expires July, 2027.

Minimum future rental payments under the non -cancellable operating lease having a remaining term in excess of one year as of June 30, 2019 are as follows:

<u>Years Ending June 30</u>	<u>Amount</u>
2020	105,929
2021	108,859
2022	111,789
2023	114,719
2024	117,649
Thereafter	<u>391,682</u>
	<u>\$950,627</u>

NOTE I: SERVICE CONTRACTS

For the year ended June 30, 2019, total expenses under service contracts amounted to \$17,583. At June 30, 2019, WIT's minimum obligations under non-cancellable service contracts for hosting and network services having remaining terms in excess of one year are as follows:

<u>Years Ending June 30</u>	<u>Amount</u>
2020	\$ 17,583
2021	17,583
2022	<u>2,930</u>
	<u>\$ 38,096</u>

WOMEN IN TRANSITION, INC.
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019

NOTE J: RETIREMENT PLAN

WIT has a Simple IRA plan for its employees. Eligible employees must have at least two years of employment with the organization and must have had compensation of at least \$5,000 during each of the two preceding years. WIT matched employee contributions up to 3% of each individual employee's compensation. For the year ended June 30, 2019, WIT's contributions to the retirement plan were \$7,741.

NOTE K: ADDITIONAL INFORMATION

Donated services - program	\$ 4,938
Donated goods - program	\$ 12,405
Donated professional fees – general & administrative	\$ 49,444

NOTE L: PCADV INFORMATION

Match expenditure requirements required by the PCADV contract were met during the current contract period.

No interest income was earned on these funds during the current contract period.

WIT had expenditures of \$730,139 for its Domestic Violence program during the current contract period.

NOTE M: CONCENTRATIONS

WIT receives approximately 65% of its public support from two funding sources. A significant reduction in the level of support could have an effect on the WIT's programs and activities.

WIT has receivables of approximately 62% from two funding sources.

NOTE N: LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

WIT has financial assets consisting of cash of \$183,443 and grant and contracts receivable of \$112,892 as of June 30, 2019 totaling \$296,335, available to meet cash needs for program, management and fundraising expenditures within one year of June 30, 2019. WIT structures its financial assets to be available as its program, management and fundraising expenditures ("expenditures"), liabilities and other obligations come due.

The following reflects WIT's financial assets as of June 30, 2019, reduced by amounts not available for general use within one year of June 30, 2019 because of contractual or donor-imposed restrictions:

Cash	\$ 183,443
Grant and contracts receivable	<u>112,892</u>
Total financial assets	296,335
Board designated assets	(6,711)
Contractual or donor-imposed restrictions	<u>(12,525)</u>
 Financial assets available to meet cash needs for expenditures, liabilities and other obligations within one year of June 30, 2019	 <u>\$ 277,099</u>

WOMEN IN TRANSITION, INC.
SCHEDULE OF PROGRAM SERVICES
YEAR ENDED JUNE 30, 2019
(With Comparative Totals for 2018)

	<u>Drug and Alcohol</u>		<u>Domestic Violence</u>				<u>Total Program Services</u>
	<u>OAS</u>	<u>Total</u>	<u>PCADV</u>	<u>VOCA</u>	<u>Other</u>	<u>Total</u>	
Personnel							
Salaries	\$ 43,664	\$ 43,664	\$ 135,443	\$ 151,309	\$ 78,433	\$ 365,185	\$ 408,849
Taxes and benefits	8,896	8,896	28,967	34,254	19,674	82,895	91,791
Total personnel	<u>52,560</u>	<u>52,560</u>	<u>164,410</u>	<u>185,563</u>	<u>98,107</u>	<u>448,080</u>	<u>500,640</u>
Operating							
Contract services	6,419	6,419	37,627	23,980	43,225	104,832	111,251
Donated services and goods	-	-	-	-	17,343	17,343	17,343
Professional fees	639	639	1,966	1,895	1,341	5,202	5,841
Occupancy	10,697	10,697	32,647	36,341	19,098	88,086	98,783
Insurance	852	852	2,611	2,901	1,548	7,060	7,912
Depreciation	385	385	1,273	1,255	822	3,350	3,735
Office expenses and supplies	3,015	3,015	3,059	6,585	4,372	14,016	17,031
Printing and publication	533	533	1,283	1,468	598	3,349	3,882
Local travel	823	823	1,575	1,696	1,385	4,656	5,479
Miscellaneous	118	118	385	1,611	359	2,355	2,473
Postage and delivery	47	47	173	193	91	457	504
Interest	24	24	74	82	43	199	223
Total operating	<u>23,552</u>	<u>23,552</u>	<u>82,673</u>	<u>78,007</u>	<u>90,225</u>	<u>250,905</u>	<u>274,457</u>
Total expenses	<u>\$ 76,112</u>	<u>\$ 76,112</u>	<u>\$ 247,083</u>	<u>\$ 263,570</u>	<u>\$ 188,332</u>	<u>\$ 698,985</u>	<u>\$ 775,097</u>
2018 Totals	<u>\$ 89,636</u>	<u>\$ 89,636</u>	<u>\$ 305,412</u>	<u>\$ 161,781</u>	<u>\$ 226,353</u>	<u>\$ 693,546</u>	<u>\$ 783,182</u>