Center for Children & Families, Inc.

Norman, Oklahoma

REPORT ON AUDIT OF FINANCIAL STATEMENTS AND SUPPLEMENTAL INFORMATION

For the Year Ended December 31, 2021

SAUNDERS & ASSOCIATES, PLLC

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees of Center for Children & Families, Inc.

Opinion

We have audited the accompanying financial statements of Center for Children & Families, Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 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.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Center for Children & Families, Inc. as of December 31, 2021, and the changes in net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Center for Children & Families, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our 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 Center for Children & Families, Inc.'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

Our 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 our 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 generally accepted auditing standards will always

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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, including omissions, 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 generally accepted auditing standards, we:

- 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 Center for Children & Families, Inc.'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 our judgment, there are conditions or events, considered in the aggregate, that
 raise substantial doubt about Center for Children & Families, Inc.'s ability to continue as a going
 concern for a reasonable period of time.

We are 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 we identified during the audit.

Report on Summarized Comparative Information

We have previously audited Center for Children & Families, Inc.'s 2020 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated May 24, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2020, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplemental information, as listed in the preceding table of contents, 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 auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 20, 2022 on our consideration of Center for Children & Families, Inc.'s internal control over financial reporting and on our test of compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters.

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The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the effectiveness of Center for Children & Families, Inc.'s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Center for Children & Families, Inc.'s internal control over financial reporting and compliance.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the information included in the annual report but does not include the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

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SAUNDERS & ASSOCIATES, PLLC Certified Public Accountants Ada, Oklahoma

April 20, 2022



STATEMENT OF FINANCIAL POSITION

December 31, 2021 (With Comparative Totals for 2020)

ASSETS	-	Without Donor Restrictions	With Donor Restrictions	2021 Total	2020 Total
Current Assets:					
Cash and Cash Equivalents	\$	1,142,668 \$	(267,347) \$	875,321 \$	764,197
Unconditional Promises to Give:					
United Way Services Funding for 20-21		0	62,004	62,004	79,249
Pledges Receivable		107,836	0	107,836	138,695
Accounts Receivable		121,974	0	121,974	204,953
Inventory		13,498	0	13,498	8,194
Prepaid Expenses		41	0	41	8,215
Security Deposits		0	0	0	. 0
Total Current Assets	-	1,386,017	(205,343)	1,180,674	1,203,503
	-	, ,		, ,	, ,
Noncurrent Assets:					
Investments		0	237,772	237,772	218,138
Pledges Receivable, net		0	75,187	75,187	114,597
Property & Equipment		3,351,609	0	3,351,609	3,342,873
Less: Accumulated Depreciation		(555,315)	0	(555,315)	(477,760)
Total Noncurrent Assets	-	2,796,294	312,959	3,109,253	3,197,848
	-				
TOTAL ASSETS	\$	4,182,311 \$	107,616 \$	4,289,927 \$	4,401,351
	_	_			_
LIABILITIES AND NET ASSETS					
Current Liabilities:					
Accounts Payable	\$	9,780 \$	0 \$	9,780 \$	5,781
Accrued Expenses		0	0	0	874
Long-Term Debt - Current Portion	_	0	0	0	0
Total Current Liabilities	_	9,780	0	9,780	6,655
Noncurrent Liabilities:					
Long-Term Debt		150,000	0	150,000	437,100
Liability for Compensated Absences	_	31,770	0	31,770	44,087
Total Noncurrent Liabilities	_	181,770	0	181,770	481,187
Total Liabilities	_	191,550	0	191,550	487,842
Net Assets:					
Without Donor Restrictions		3,990,761	0	3,990,761	3,900,639
With Donor Restrictions	-	0	107,616	107,616	12,870
Total Net Assets	-	3,990,761	107,616	4,098,377	3,913,509
TOTAL LIABILITIES AND NET ASSETS	\$_	4,182,311 \$	107,616 \$	4,289,927 \$	4 401 351
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^{*} The accompanying notes are an integral part of the financial statements.

STATEMENT OF ACTIVITIES

	-	Without Donor Restrictions		With Donor Restrictions	_	2021 Total	. <u>-</u>	2020 Total
REVENUE AND SUPPORT	•	05.000		004.700	_	700 000	•	007.440
Grants and Contracts	\$	25,286	\$	684,706	\$	709,992	\$	927,449
Contributions:		•		400.004		400.004		450 450
United Way Services		0		126,634		126,634		156,452
Bringing Up Babies		0		12,500		12,500		12,500
Divorce Services		0		15,000		15,000		15,000
Parenting Assistance		0		1,400		1,400		2,000
Counseling Services		0		50,000		50,000		10,150
Boys & Girls Club of Norman		0		216,827		216,827		113,119
Other		359,602		0		359,602		304,934
Program and Class Fees		3,159		180,341		183,500		138,994
Other Revenue		51,666		369,381		421,047		6,465
In-Kind		2,933		46,109		49,042		84,853
Net Assets Released From Restriction:		100.001		(400.004)		•		
Satisfaction of Time Restrictions - United Way		126,634		(126,634)		0		0
Satisfaction of Purpose Restrictions - Capital Acq.		0		0		0		0
Satisfaction of Program Restrictions	-	2,046,531		(2,046,531)	_	0		0
Total Revenues	-	2,615,811		(470,267)	_	2,145,544		1,771,916
EVDENOCO								
<u>EXPENSES</u>		0.470.405		0		0.470.405		4 000 000
Program Expense		2,173,165		0		2,173,165		1,698,686
Mental Health Consulting		0		0		0		11,970
General and Administrative Expenses		156,709		0		156,709		119,378
Capital Campaign		0		0		0		2,395
Fund Raising Expense	-	225,185		0	_	225,185		144,906
Total Expenses	-	2,555,059		0	_	2,555,059		1,977,335
Change in Not Assats Refere								
Change in Net Assets Before Other Gains and Losses		60,752		(470,267)		(409,515)		(205,419)
Other Gains and Losses		00,732		(470,207)		(409,515)		(203,419)
Other Gains and Losses:								
Interest		9,736		0		9,736		5,778
Unrealized Gain (Loss) on Investments		19,634		0		19,634		15,747
Gain on Extinguisment of Debt		0		565,013		565,013		0
Total Other Gains and Losses	-	29,370	•	565,013	-	594,383	-	21,525
Total Other Gains and Losses	-	29,570	•	303,013	-	394,303	-	21,020
Change in Net Assets		90,122		94,746		184,868		(183,894)
Net Assets, Beginning of Year	-	3,900,639	.	12,870	_	3,913,509		4,097,403
NET ASSETS, END OF YEAR	\$	3,990,761	\$	107,616	\$_	4,098,377	\$	3,913,509

^{*} The accompanying notes are an integral part of the financial statements.

STATEMENT OF FUNCTIONAL EXPENSES

	_	Divorce Services	 Parents' Assistance	. <u>-</u>	Bringing Up Babies	_	Counseling
<u>EXPENSES</u>							
Salaries and Wages	\$	70,520	\$ 118,502	\$	58,568	\$	478,699
Fringe Benefits and Taxes		19,615	36,190		19,839		128,521
Accounting		615	1,076		602		4,182
Advertising		0	0		0		35
Bank Service Charges		565	0		0		0
Client Support		604	870		433		4,152
Communications		1,190	1,483		900		5,530
Conferences, Conventions & Meetings		1,745	628		284		6,161
Consultants and Contract Labor		9,233	21,162		79		65,392
Depreciation Expense		4,391	7,000		3,809		33,771
Dues, Subscriptions & Licensure		2,460	3,591		2,638		19,435
Equipment Rent & Maintenance		204	323		185		1,435
Equipment Acquisition		240	405		178		1,883
Insurance		2,281	3,992		2,232		15,513
Interest		0	0		_,0		0
Legal Feess		0	0		0		0
Mileage & Travel		142	59		38		1,395
Miscellaneous		188	221		79		1,673
Occupancy		16,651	25,515		18,845		129,937
Office Supplies		299	462		251		2,228
Supplies - Other		294	392		216		2,071
Postage		29	48		84		249
Printing & Artwork		591	951		600		4,071
Program Materials		265	151		191		3,053
Program Snacks		128	212		8		1,696
In-Kind Expenses:		120	212		Ü		1,000
Goods		2,204	3,514		1,912		16,952
Space		12,580	0,514		0		0
Professional Services		12,300	0		0		0
i Totossional Octivides	_		 	. –		-	
TOTAL EXPENSES	\$_	147,034	\$ 226,747	\$_	111,971	\$	928,034

^{*} The accompanying notes are an integral part of the financial statements.

STATEMENT OF FUNCTIONAL EXPENSES

EVDENOSO		Boys & Girls Club of Norman		Total Program Expenses	(Mental Health Consulting	_	General and Admin. Expense
EXPENSES	Φ.	004.470	Φ.	4 040 707	Φ.	0	Φ.	04.040
Salaries and Wages	\$	284,478	\$	1,010,767	\$		\$	94,919
Fringe Benefits and Taxes		68,629		272,794		0		26,315
Accounting		3,254		9,729		0		495
Advertising		0		35		0		42
Bank Service Charges		156		721		0		3,213
Client Support		2,425		8,484		0		2,730
Communications		5,694		14,797		0		1,358
Conferences, Conventions & Meetings		1,163		9,981		0		1,010
Consultants and Contract Labor		26,573		122,439		0		23
Depreciation Expense		17,823		66,794		0		3,852
Dues, Subscriptions & Licensure		8,668		36,792		0		595
Equipment Rent & Maintenance		1,543		3,690		0		260
Equipment Acquisition		7,850		10,556		0		357
Insurance		12,070		36,088		0		1,832
Interest		0		0		0		2
Legal Fees		0		0		0		532
Mileage & Travel		9		1,643		0		938
Miscellaneous		2,057		4,218		0		1,485
Occupancy		272,472		463,420		0		12,158
Office Supplies		2,511		5,751		0		752
Supplies - Other		1,251		4,224		0		894
Postage		133		543		0		213
Printing & Artwork		2,554		8,767		0		596
Program Materials		20,208		23,868		0		1,083
Program Snacks		8,909		10,953		0		7
In-Kind Expenses:		2,222		,		_		
Goods		8,947		33,529		0		1,050
Space		0		12,580		0		0
Professional Services	-	0		0	_	0	_	0
TOTAL EXPENSES	\$	759,377	\$_	2,173,163	\$_	0	\$_	156,711

^{*} The accompanying notes are an integral part of the financial statements.

STATEMENT OF FUNCTIONAL EXPENSES

			Fund		
		Capital	Raising	2021	2020
		Campaign	Expense	Total	Total
<u>EXPENSES</u>	_				
Salaries and Wages	\$	0 \$	92,653 \$	1,198,339 \$	1,055,039
Fringe Benefits and Taxes		0	23,778	322,887	301,006
Accounting		0	584	10,808	10,581
Advertising		0	214	291	210
Bank Service Charges		0	31	3,965	6,315
Client Support		0	0	11,214	10,308
Communications		0	484	16,639	16,340
Conferences, Conventions & Meetings		0	1,018	12,009	8,241
Consultants and Contract Labor		0	36,018	158,480	147,299
Depreciation Expense		0	6,909	77,555	76,627
Dues, Subscriptions & Licensure		0	19,059	56,446	42,092
Equipment Rent & Maintenance		0	261	4,211	2,523
Equipment Acquisition		0	134	11,047	43,065
Insurance		0	2,167	40,087	34,168
Interest		0	0	2	2,395
Legal Fees		0	0	532	0
Mileage & Travel		0	68	2,649	1,264
Miscellaneous		0	96	5,799	8,721
Occupancy		0	20,995	496,573	68,751
Office Supplies		0	546	7,049	8,382
Supplies - Other		0	665	5,783	1,475
Postage		0	2,138	2,894	2,523
Printing & Artwork		0	12,098	21,461	12,136
Program Materials		0	3,378	28,329	22,744
Program Snacks		0	8	10,968	10,277
In-Kind Expenses:					
Goods		0	1,883	36,462	83,353
Space		0	0	12,580	150
Professional Services	_	0	0	0	1,350
TOTAL EXPENSES	\$_	<u> </u>	S <u>225,185</u> \$	2,555,059 \$	1,977,335

^{*} The accompanying notes are an integral part of the financial statements.

STATEMENT OF CASH FLOWS

	2021 Total	2020 Total
Cash Flows Provided (Used) by Operating Activities		
Change in Net Assets Before Other Gains and Losses \$	(409,515)	\$ (205,419)
Adjustment to Reconcile Change in Net Assets to Net Cash		
Used by Operating Activities:		
Depreciation	77,555	76,627
(Increase) Decrease in:		
Accounts Receivable	82,979	(139,517)
Pledges Receivable, net	87,514	270,264
Inventory	(5,304)	(6,808)
Prepaid Expense	8,174	3,086
Security Deposits	0	29
Increase (Decrease) in:		
Accounts Payable	3,999	2,047
Accrued Liabilities	(13,191)	14,295
Net Cash Provided (Used) by Operating Activities	(167,789)	14,604
Cook Flows Browided (Head) by Imposting Astivities		
Cash Flows Provided (Used) by Investing Activities	(0.700)	(00.004)
Acquisition/Disposition of Capital Assets	(8,736)	(23,021)
Interest on Deposits	9,736	5,778
(Increase) Decrease in Investments	0	1,776
Net Cash Provided (Used) by Investing Activities	1,000	(15,467)
Cash Flows Provided (Used) by Financing Activities		
Acquisition of Debt Principal	277,913	437,100
Payment of Debt Principal	0	(71,693)
Net Cash Provided (Used) by Investing Activities	277,913	365,407
Net Oasi i Tovided (Osed) by investing Activities	211,510	
Increase (Decrease) in Cash	111,124	364,544
Cash and Cash Equivalents, Beginning of Year	764,197	399,653
CASH AND CASH EQUIVALENTS, END OF YEAR \$	875,321	\$ 764,197
Other Disclosures:		
Capitalized Interest Costs \$	0	\$0
Interest Expense \$	2	\$ 2,395

^{*} The accompanying notes are an integral part of the financial statements.

NOTES TO FINANCIAL STATEMENTS

December 31, 2021

NOTE 1: ORGANIZATION AND ACTIVITIES

Center for Children & Families, Inc. (CCFI) was incorporated as Juvenile Services, Inc. on August 18, 1969, for the purpose of supporting existing juvenile programs and to improve and expand services for juveniles in Cleveland County. In 1999, the Board of Directors voted to change the name of the organization from Juvenile Services, Inc. to Center for Children & Families, Inc. The programs currently supported by the organization are:

Divorce Services – Support and education for divorced, separated, or never married parents through classes, mediation, counseling and supervised visits and exchanges.

Parents Assistance – Provides support and education for parents struggling day-to-day with abuse, neglect and other related issues through specialized classes.

Counseling – Provides therapy, education and support to children and youth with histories of neglect and/or emotional abuse, and their parents, foster or adoptive caregivers.

Baby Pantry – Completely stocked by the community, the Baby Pantry at CCFI provides formula, baby and toddler food, diapers, and other basic necessities to over 100 visitors each month.

Bringing Up Babies – Provides parent education, support and case management to teen and other at risk new parents through home visits.

Boys & Girls Club of Norman - Provides youth development services in accordance with BGCA's policies to create positive outcomes in the lives of local youth with an emphasis in 1) academic success, 2) healthy lifestyles, and 3) character and leadership development.

CCFI is an independent agency funded by grants from the Department of Mental Health and Substance Abuse Services, Department of Human Services, contracts with governmental entities and donations from individuals, businesses, and other not-for-profit organizations.

NOTE 2: SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting – Financial statements have been prepared using the accrual basis of accounting. Under the accrual basis of accounting, contract funds are recognized as revenue when allowable expenses are incurred and a receivable represents that portion of the contract which CCFI has earned and/or requested, but not received. Medicaid receipts and contributions are recorded upon receipt. Expenses are recorded when a liability is incurred. Expenses incurred but not paid at year-end are represented by a liability on the statement of financial position. Grant funds received, but not yet expended for their specified purpose, are recognized as net assets with donor restrictions. Other revenue (i.e. donations) is recognized when received. Net asset balances represent cumulative revenue received over expenses incurred.

NOTES TO FINANCIAL STATEMENTS

December 31, 2021

NOTE 2: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

<u>Basis of Presentation</u> – CCFI's financial statement presentation follows the Financial Accounting Standards Board ASU 2016-14, *Not-for-Profit Entities* (Topic 958) – *Presentation of Financial Statements of Not-for-Profit Entities*. Accordingly, net assets of CCFI and changes therein are classified and reported as follows:

- Net assets with donor restrictions net assets subject to donor imposed restrictions
- Net assets without donor restrictions net assets not subject to donor-imposed restrictions

<u>Recognition of Donor Restrictions</u> – Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes or by the occurrence of the passage of time or other events specified by donors.

<u>Cash and Cash Equivalents</u> – For purposes of the statement of cash flows, cash and cash equivalents include bank accounts and investments readily convertible to cash.

Bank balances at year end are categorized as follows to give an indication of the level of risk assumed by the organization.

Category	Balance <u>Per Bank</u>
Insured or collateralized with securities held by the organization or	
by its agent in the organization's name.	\$ 251,664
2) Collateralized with securities held by the pledging financial institution's	
trust department.	661,352
3) Uncollateralized	0
TOTAL	\$ <u>913,016</u>

Investments – Investments of the organization consist of the following:

<u>With donor restrictions</u> – Beneficial Interest in Assets Held by Others – CCFI has placed funds with the following foundations to be held in endowment funds.

Communities Foundation of Oklahoma	2021	2020
Balance, Beginning of Year	\$ 954	\$ 726
Interest and Dividends	20	31
Net Investment Income	248	204
Management Fees	(11)	<u>(7</u>)
Balance, End of Year	\$ <u>1,211</u>	\$ <u>954</u>

NOTES TO FINANCIAL STATEMENTS

December 31, 2021

NOTE 2: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

Oklahoma City Community Foundation	2021	2020
Balance, Beginning of Year	\$ 217,184	\$ 203,441
Reciprocal Transfers	0	0
Reinvestment of Allocation	0	0
Distribution	(11,145)	(9,503)
Net Investment Income	30,522	23,246
Balance, End of Year	\$ <u>236,561</u>	\$ <u>217,184</u>
Total Investments with Donor Restrictions	\$ <u>237,772</u>	\$ <u>218,138</u>

Investments in equity securities with readily determinable fair values are measured at fair value in the statement of financial position. Fair values are determined by reference to quoted market prices and other relevant information generated by market transactions. Investment income or loss (including gains and losses on investments, interest and dividends) is included in the statement of activities as increases or decreases in net assets without donor restrictions unless the income or loss is restricted by donor or law. Restricted gains and investment income whose restrictions are met in the same reporting period are reported as without donor restrictions.

Both the Communities Foundation of Oklahoma and the Oklahoma City Community Foundation also receive donations designated for CCFI by other donors. Both Foundations have been granted variance power and have the authority to distribute those donations as they see fit; therefore, those donations are not reflected in the Organization's financial statements. The corpus of the funds may not be withdrawn; however, income distributed to the organization by the funds may be used for any purpose. The interest in the endowment funds is recorded in the financial statements in accordance with generally accepted accounting principles and relevant funding agreements. The market value of investments attributable to third-party donors held by the Community Foundation of Oklahoma equaled \$3,150 and \$2,921 at December 31, 2021 and 2020 respectively. The market value of investments attributable to third-party donors held by the Oklahoma City Community Foundation equaled \$168,253 and \$152,772 at December 31, 2021 and 2020 respectively.

Endowment Investment and Spending Policies – The Foundations have adopted investment and spending policies, approved by their respective Boards of Directors, for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of these endowment assets over the long-term. The Foundation's spending and investment policies work together to achieve this objective. The investment policy establishes an achievable return objective through diversification of asset classes. The primary objective of the investments will be to provide for long-term return growth of principle and income without undue exposure to risk enabling the Foundations to make grants on a continuing and reasonably consistent basis. Therefore, the focus is on consistent long-term capital appreciation, with income generation as a secondary consideration. The Foundations' target is a diversified asset allocation that will enable the foundations to achieve their long-term return objectives within prudent risk parameters.

NOTES TO FINANCIAL STATEMENTS

December 31, 2021

NOTE 2: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

<u>Accounts Receivable</u> – Accounts receivable consists of requests for advances and/or reimbursements to grantor and pass-through agencies for grant funds, as well as balances due from individuals and organizations for program fees.

<u>Pledges Receivable</u> – Pledges (promises to give) are recognized when the donor makes a promise to give to CCFI that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

2021

2020

Pledges receivable at December 31st were as follows:

	<u> 2021</u>	2020
Due in 1 year	\$ 107,836	\$ 138,695
Due in 2 – 5 years	116,532	166,024
Due in 6 – 10 years	13,400	22,158
Thereafter	<u>2,500</u>	0
Total	\$ 240,268	\$ <u>326,877</u>

Reserve for Uncollectible Pledges – CCFI uses the allowance method to determine uncollectible promises receivable. This reserve has been established to more accurately reflect the value of pledges receivable. Based on historical information and trend analysis, management established this reserve at 23.8% of total pledges receivable at December 31, 2021 and 22.5% of total pledges receivable at December 31, 2020. The reserve account equaled \$57,246 on December 31, 2021 and \$73,585 on December 31, 2020.

<u>Property and Equipment</u> – Acquisitions of property and equipment are stated at cost at date of acquisition or fair value at date of donation or contribution. Expenditures for maintenance and repairs are charged to expense as incurred. Assets costing \$5,000 or more are capitalized using the straight-line method based on the estimated useful life of the asset.

<u>Inventory</u> – Inventories are stated at the lower of cost or market value and consist of diapers, formula and other items donated to be distributed to charitable beneficiaries at the Organization's discretion.

<u>Cost Allocation</u> – The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. Salaries and benefits are charged directly to the programs for which work has been done based on estimates of time and effort. Occupancy costs are allocated on a square footage basis and other costs such as supplies, printing, travel, etc. which cannot be specifically identified to a program or supporting function are allocated to programs based on each program's direct salaries to total salaries expense. Allocation percentages are developed during the budget process.

NOTES TO FINANCIAL STATEMENTS

December 31, 2021

NOTE 2: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

<u>Concentrations of Credit Risk</u> – Financial instruments that potentially expose CCFI to concentrations of credit risk consist of cash, accounts receivable, and pledges receivable. Cash is deposited in high-quality financial institutions and accounts at each institution are insured by the Federal Deposit Insurance Corporation. Accounts receivable consist of billings made to grantor agencies for services rendered or under the terms of the various grants and contracts and are considered to be fully collectible. As previously discussed, CCFI has established a reserve for uncollectible pledges to more accurately report risks associated with its pledges receivable.

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

<u>Comparative Information</u> – The financial statements include certain 2020 comparative information. With respect to the statement of activities, such prior information is not presented by net asset class. In the statement of functional expenses, 2020 expenses by object are presented in total rather than by function category. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended December 31, 2020 from which the summarized information was derived.

Income Taxes and Uncertain Tax Positions

Income Tax Status – The Organization qualifies as an organization exempt from income taxes under Section 501(c)(3) of the *Internal Revenue Code* and is subject to a tax on income from any unrelated business, as defined by Section 509(a)(1) of the Code. From time to time, the Organization has unrelated business income related to contracts with the Oklahoma Department of Mental Health and Substance Abuse Services to provide consulting services to Griffin Memorial Hospital and Central Oklahoma Mental Health Center. Revenues totaling \$0 were received for these services in 2021. No accrual has been made to accrue a liability for unrelated business income tax, as any amount due is considered to be immaterial to the financial statements.

The Organization has adopted the recognition requirements for uncertain income tax positions as required by generally accepted accounting principles. Income tax benefits are recognized for income tax positions taken or expected to be taken in a tax return only when it is determined that the income tax position will more-likely-than-not be sustained upon examinations by taxing authorities. The Organization has analyzed tax positions taken for filing with the Internal Revenue Service and all state jurisdictions where it operates. The Organization believes that income tax filing positions will be sustained upon examination and does not anticipate any adjustments that would result in a material adverse effect on the Organization's financial condition, results of operations, or cash flows. Accordingly, the Organization has not recorded any reserves, or related accruals for interest and penalties for uncertain income tax positions at December 31, 2021.

Federal and state income tax statutes dictate that tax returns filed in any of the previous three reporting periods remain open to examination. Currently, the Organization has no open examinations with the Internal Revenue Service or the Oklahoma Tax Commission.

NOTES TO FINANCIAL STATEMENTS

December 31, 2021

NOTE 3: LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The following reflects CCFI's financial assets as of the statement of financial position date, reduced by amounts not available for general use because of contractual or donor-imposed restrictions or board mandated restriction within one year of the statement of financial position date. Donor-restricted resources are available to support general expenditures to the extent that restrictions on those resources will be met by conducting the normal activities of CCFI's programs in the coming year.

	2021	2020
Financial assets at year end	\$ 1,480,094	\$ 1,519,829
Less those unavailable for general expenditures within one year		
Pledges receivable due in more than one year, net	(75,187)	(114,597)
Donor restricted investments	(237,772)	(218,138)
Board designated reserves:		
For operations	(174,494)	(174,494)
For maintenance	(62,161)	(50,411)
For unemployment	(18,487)	(18,487)
Retirement forfeitures	<u>(84</u>)	<u>(14</u>)
Financial assets available to meet cash needs for general expenditures		
within one year	\$ <u>911,909</u>	\$ <u>943,688</u>

As part of CCFI's liquidity management, it invests cash in excess of daily requirements in short-term investments, typically, money market funds. In addition, the Organization has access to a \$500,000 line of credit for operating funds. To date, no draws have been made on this line of credit.

NOTE 4: PROPERTY AND EQUIPMENT

Activity related to property and equipment is identified below.

	Balance			Balance
	2020	<u>Additions</u>	<u>Retirements</u>	2021
Buildings	\$ 3,227,655	\$ 0	\$ 0	\$ 3,227,655
Furniture and Fixtures	21,256	8,736	0	29,992
Office Equipment	5,852	0	0	5,852
Play Equipment	<u>88,110</u>	0	0	88,110
	3,342,873	\$ <u>8,736</u>	\$ <u> </u>	3,351,609
Less Accumulated Depreciation Net Property and Equipment	(477,760) \$ <u>2,865,113</u>	\$ <u>(77,555</u>)	\$0	(555,315) \$ <u>2,796,294</u>

Current year depreciation expense equaled \$77,555.

NOTES TO FINANCIAL STATEMENTS

December 31, 2021

NOTE 5: LONG-TERM DEBT

- 1) CCFI is party to a \$500,000 line of credit (LOC) with a local bank. This LOC bears a 4.5% variable interest rate and matures June 2023. The LOC is to be used for operations as needed. To date, no draws have been made on this LOC.
- 2) In April 2020, CCFI applied for and was awarded a loan from the Small Business Administration under the Paycheck Protection Program, which was authorized by the CARES Act. This loan was in the amount of \$287,100 and, in accordance with the terms of the agreement, was forgiven on January 6, 2021.
 - 3) In May 2020, CCFI was awarded an Economic Impact Disaster Loan (EIDL) by the Small Business Administration. This loan, in the amount of \$150,000 is a 30 year note and bears an interest rate of 2.75%. CCFI is to make monthly payments of \$641.00 each month beginning May 2023. Maturity date is May 18, 2050. Loan balance at December 31, 2021 equaled \$150,000.
 - 4) In January 2021, CCFI applied for and was awarded a loan from the Small Business Administration under the Paycheck Protection Program, which was authorized by the CARES Act. This loan was in the amount of \$277,913 and, in accordance with the terms of the agreement, was forgiven on October 26, 2021.

	Balance			Balance
	2020	Additions	Retirements	2021
Note 2	\$ 287,100	\$ 0	\$ 287,100	\$ 0
Note 3	150,000	0	0	150,000
Note 4	0	277,913	<u>277,913</u>	0
Total	\$ 437,100	\$ 277,913	\$ 565,013	\$ 150,000

Future debt service requirements equal:

		Note 3				
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>			
2022	\$ 0	\$ 0	\$ 0			
2023	2,166	2,733	4,899			
2024	3,325	4,024	7,349			
2025	3,417	3,931	7,348			
2026	3,512	3,836	7,348			
Thereafter	<u> 137,580</u>	<u>55,926</u>	<u> 193,506</u>			
	\$ <u>150,000</u>	\$ <u>70,450</u>	\$ <u>220,450</u>			

NOTES TO FINANCIAL STATEMENTS

December 31, 2021

NOTE 6 FAIR VALUE MEASUREMENT

The definition of fair value for financial reporting, establishes a framework for measuring fair value, and requires additional disclosure about the use of fair value measurements in an effort to make the measurement of fair value more consistent and comparable.

Fair value is defined as the amount that would be received from the sale of an asset or paid for the transfers of a liability in an orderly transaction between market participants, i.e. an exit price. To estimate an exit price, a three-tier hierarchy is used to prioritize the inputs.

Level 1: Quoted Prices in active markets for identical securities.

<u>Level 2</u>: Other significant observable inputs (including quoted prices for similar securities, interest rates, prepayment spread and credit risk).

<u>Level 3</u>: Significant unobservable inputs (including the organization's own assumptions in determining the fair value of investments).

The fair value measurements and levels within the fair value hierarchy of those measurements for the assets reported at fair value on a recurring basis at December 31st are as follows:

Fiscal year ended December 31, 2021

Description	Fair Value	Quoted Prices In Active Markets for Identical Assets (Level 1)	Other Significant Observable Inputs (Level 2)
Investments:		<u> </u>	
Community Foundation of Oklahoma Oklahoma City Community Foundation Total Investments	\$ 1,211 <u>236,561</u> \$ <u>237,772</u>	\$ 1,211 <u>236,561</u> \$ <u>237,772</u>	\$ 0 0 \$ 0
Fiscal year ended December 31, 2020			
		Quoted Prices In Active Markets for Identical Assets	Other Significant Observable Inputs
<u>Description</u>	Fair Value	<u>(Level 1)</u>	(Level 2)
Investments: Community Foundation of Oklahoma Oklahoma City Community Foundation Total Investments	\$ 954 <u>217,184</u> \$ <u>218,138</u>	\$ 954 <u>217,184</u> \$ <u>218,138</u>	\$ 0 0 \$ 0

NOTES TO FINANCIAL STATEMENTS

December 31, 2021

NOTE 7: CONCENTRATIONS

CCFI derives a significant amount of its revenue from service contracts and grants from federal and state agencies. A significant reduction in the level of revenue from these agencies could have a material effect on the organization's programs, activities and operations.

NOTE 8: DONATED MATERIALS AND SERVICES

Donated materials and services are reflected as contributions at their estimated value on the date of receipt based on industry standards. The financial statements include the following in-kind donations:

	<u>2021</u>	2020
Space	\$ 12,580	\$ 150
Donated Goods	36,462	83,353
Professional Services	0	1,350
Total	\$ 49,042	\$ 84,853

Many individuals volunteer their time and perform a variety of tasks that assist the Organization, but these services do not meet the criteria for recognition as contributed services. Volunteers provided 7,862 hours of non-professional services in 2021 and 5,295 hours in 2020.

NOTE 9: BOARD DESIGNATED NET ASSETS

Management has designated a portion of net assets without donor restrictions for the following uses:

	<u> 2021</u>	2020
Operating Reserve	\$ 174,494	\$ 174,494
Maintenance Reserve	62,161	50,411
Unemployment Reserve	18,487	18,487
Total Designated Net Assets Without Donor Restrictions	\$ <u>255,142</u>	\$ <u>243,392</u>

NOTE 10: CONTINGENCIES

In the normal course of operations, CCFI receives grant funds from various federal and state agencies. The grant programs are subject to audit by agents of the granting authority, the purpose of which is to insure compliance with conditions precedent to the granting of the funds. Any liability for a reimbursement which may arise as the result of the audits of the grant funds is not believed to be material.

NOTES TO FINANCIAL STATEMENTS

December 31, 2021

NOTE 11: COMPENSATED ABSENCES

The organization recognizes its obligation relating to employees' rights to receive compensation for future absences attributable to services already rendered. Amounts accrued have been derived from the payroll system and estimated based on hours of leave accrued. The organization's liability for compensated absences equaled \$31,770 on December 31, 2021 and \$44,087 on December 31, 2020.

NOTE 12: EMPLOYEE BENEFIT PLANS

IRC Section 125 Flexible Benefits Plan – The organization maintains a cafeteria plan under Section 125 of the Internal Revenue Code. The benefits offered are medical expense reimbursement and dependent care reimbursement. An employee is eligible to participate if he/she works a minimum of 20 hours per week and may become a participant on the first day of the month following 30 days of employment.

IRC Section 403(b) Plan – CCFl's basic employer contribution plan is an ERISA 403(b) defined contribution plan. Employees are eligible to participate if they work at least 20 hours per week. Eligibility, benefits, definitions and requirements are determined by the Plan Agreement.

The Board of Directors may provide a non-elective employer retirement contribution, based on available financial resources, by a percentage to be determined by the Board, of each employee's annual salary. The employer contribution is authorized by the Board of Directors as part of the annual budget process and, like all items within the budget, is subject to change at any time by the Board of Directors depending on the financial status and needs of the Center for Children and Families, Inc. Additionally, the employee may choose to contribute up to 2% of their annual wages to be eligible for up to 2% employer match. Employer contributions for the years ended December 31, 2021 and 2020 equaled \$38,011 and \$36,848 respectively.

NOTE 13: RISKS AND UNCERTAINTIES

In early March 2020, the COVID-19 virus was declared a global pandemic, and it continues to spread. The outbreak in the United States has caused business disruption through mandated and voluntary closing of service sites and restrictions placed on delivery of services. While the disruption is currently expected to be temporary, the extent of the impact of COVID-19 on our operations and financial performance will depend on certain developments, including the duration and spread of the outbreak, impact on our clients, employees and vendors and current vaccination efforts, all of which are uncertain and cannot be predicted. At this point, the extent to which COVID-19 may impact our financial condition or results of operations is uncertain.

NOTE 14: SUBSEQUENT EVENTS

Management of CCFI has evaluated subsequent events through April 20, 2022, which is the date the financial statements were available to be issued.

Saunders & Associates, PLLC

Certified Public Accountants

630 East 17th Street * P. O. Box 1406 * Ada, Oklahoma 74820 * (580) 332-8548 * FAX: (580) 332-2272

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors Center for Children & Families, Inc.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Center for Children & Families, Inc. (a non-profit organization), which comprise the statement of financial position as of December 31, 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, and have issued our report thereon dated April 20, 2022.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Center for Children & Families, Inc.'s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Center for Children & Families, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Center for Children & Families, Inc.'s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of Center for Children & Families, Inc.'s financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Center for Children & Families, Inc.'s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of Center for Children & Families, Inc.'s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Center for Children & Families, Inc.'s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Danner + associates, Pleas

SAUNDERS & ASSOCIATES, PLLC Certified Public Accountants Ada, Oklahoma

April 20, 2022



SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS

For the Year Ended December 31, 2021

Program Title/Source	Identifying Number	CFDA No.	Additional Identifier	Award	Expenditures
Federal Funding: U. S. Department of Justice					
Passed Through Oklahoma District Attorney's Council: VOCA Program (21-22) VOCA Program (20-21) Total U. S. Department of Justice	73-0933253	16.575 16.575		\$ 212,520 303,600	\$ 96,841 171,376 268,217
U.S. Small Business Administration Disaster Assistance Loans	73-0933253	59.008		150,000	150,000
U.S. Department of Health & Human Services Passed through Health Resources & Services Administration American Rescue Plan	73-0933253	93.498	COVID	884	884
U.S. Department of Treasury Passed Through Office of Management Entrerprise Services Coronavirus Relief Fund	73-0933253	21.019	COVID	74,600	74,399
Passed through Oklahoma Dept. of Human Services/ Oklahoma Alliance of Boys and Girls Clubs: Coronavirus Relief Fund	73-0933253	21.027	COVID	53,948	53,594
U.S. Department of Agriculture Pass through Regional Food Bank of Oklahoma Child and Adult Food Program	73-1100380	10.558		5,100	5,100
TOTAL EXPENDITURES OF FEDERAL AWARDS					\$552,194
State Funding: Oklahoma Department of Human Services Parent's Assistance Program: Child Abuse Prevention (21-22)				\$ 84,202	\$ 87,726
Child Abuse Prevention (20-21) Access and Visitation Services (21-22) Access and Visitation Services (20-21) Youth Mentoring Incentive Grant (21-22) Youth Mentoring Incentive Grant (20-21) Total Oklahoma Department of Human Services				107,500 45,000 30,130 9,463 9,580	39,754 14,225 28,060 3,442 6,766 179,973
Oklahoma Department of Mental Health Health & Fitness Grant (21-22) Health & Fitness Grant (20-21) Total Oklahoma Department of Mental Health				5,488 5,556	2,761 2,778 5,539
TOTAL EXPENDITURES OF STATE AWARDS					\$ 185,512

^{*} The accompanying notes are an integral part of the financial statements.

STATUS OF PRIOR AUDIT FINDINGS

December 31, 2021

None reported.

SCHEDULE OF FINDINGS AND RESPONSES

For the Year Ended December 31, 2021

None reported.