

**COMMUNITY COALITION ON
HOMELESSNESS CORPORATION
D/B/A TURNING POINTS**

FINANCIAL REPORT

JUNE 30, 2019

**COMMUNITY COALITION ON HOMELESSNESS CORPORATION
D/B/A TURNING POINTS**

**FINANCIAL REPORT
JUNE 30, 2019**

TABLE OF CONTENTS

| | <u>Page</u> |
|---|----------------|
| INDEPENDENT AUDITOR'S REPORT..... | 1 and 2 |
| FINANCIAL STATEMENTS | |
| Statement of Financial Position | 3 |
| Statement of Activities | 4 |
| Statement of Functional Expenses | 5 |
| Statement of Cash Flows | 6 |
| Notes to Financial Statements..... | 7 - 12 |



INDEPENDENT AUDITOR'S REPORT

**Board of Directors
Community Coalition on Homelessness Corporation
d/b/a Turning Points
Bradenton, Florida**

We have audited the accompanying financial statements of Community Coalition on Homelessness Corporation d/b/a Turning Points, (a non-profit organization) (the "Organization") which comprise 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 accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of 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 Community Coalition on Homelessness Corporation d/b/a Turning Points as of June 30, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Prior Period Summarized Comparative Information

The financial statements of Community Coalition on Homelessness Corporation d/b/a Turning Points as of June 30, 2018, were audited by other auditors whose report dated September 23, 2018, expressed an unmodified audit opinion on those statements.

Mauldin & Jenkins, LLC

Bradenton, Florida
November 7, 2019

**COMMUNITY COALITION ON HOMELESSNESS CORPORATION
D/B/A TURNING POINTS**

**STATEMENT OF FINANCIAL POSITION
JUNE 30, 2019**

(WITH SUMMARIZED FINANCIAL INFORMATION AS OF JUNE 30, 2018)

| ASSETS | <u>2019</u> | <u>2018</u> |
|--|---------------------|---------------------|
| Current Assets | | |
| Cash | \$ 779,965 | \$ 986,913 |
| Certificates of deposit | 454,009 | 165,118 |
| Accounts and grants receivable | 191,970 | 182,282 |
| Prepaid expenses | 15,421 | 15,796 |
| | <u>1,441,365</u> | <u>1,350,109</u> |
| Property and equipment, net | <u>3,856,872</u> | <u>3,918,698</u> |
| Other Assets | | |
| Deposits | 1,247 | 1,247 |
| | <u>1,247</u> | <u>1,247</u> |
| TOTAL ASSETS | <u>\$ 5,299,484</u> | <u>\$ 5,270,054</u> |
| LIABILITIES AND NET ASSETS | | |
| Current Liabilities | | |
| Accounts payable | \$ 26,693 | \$ 48,914 |
| Accrued payroll | 28,732 | 15,486 |
| Accrued vacation | 19,502 | 14,025 |
| | <u>74,927</u> | <u>78,425</u> |
| NET ASSETS | | |
| Without donor restrictions | | |
| Undesignated | 4,794,346 | 4,771,234 |
| Designated by the board for future repairs | 50,000 | 25,000 |
| With donor restrictions | | |
| Time or purpose | 380,211 | 395,395 |
| TOTAL NET ASSETS | <u>5,224,557</u> | <u>5,191,629</u> |
| TOTAL LIABILITIES AND NET ASSETS | <u>\$ 5,299,484</u> | <u>\$ 5,270,054</u> |

See Notes to Financial Statements.

**COMMUNITY COALITION ON HOMELESSNESS CORPORATION
D/B/A TURNING POINTS**

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2019
(WITH SUMMARIZED FINANCIAL INFORMATION FOR THE YEAR ENDED JUNE 30, 2018)**

| | Without Donor Restrictions | With Donor Restrictions Time and Purpose | Total | Total 2018 |
|--|-------------------------------|--|------------------|------------------|
| Revenue and support | | | | |
| Contributions | \$ 176,941 | \$ 60,861 | \$ 237,802 | \$ 106,329 |
| In-kind contributions | 4,374,580 | - | 4,374,580 | 4,295,932 |
| Special events | 224,413 | - | 224,413 | 215,506 |
| Federal grants | 65,360 | 298,219 | 363,579 | 351,943 |
| State grants | 383,837 | - | 383,837 | 356,959 |
| County grants | 707,875 | 14,653 | 722,528 | 752,363 |
| Foundation, trust and other grants | 91,814 | 957,869 | 1,049,683 | 1,064,702 |
| Interest income | 740 | - | 740 | 2,560 |
| Other | 63,799 | - | 63,799 | 46,349 |
| Net assets released from restriction | 1,346,786 | (1,346,786) | - | - |
| Total Revenue and Support | 7,436,145 | (15,184) | 7,420,961 | 7,192,643 |
| Functional expenses | | | | |
| Program services | | | | |
| Coalition activities | 126,731 | - | 126,731 | 107,143 |
| Open Door Center | 478,707 | - | 478,707 | 369,411 |
| One Stop Clinic | 5,126,926 | - | 5,126,926 | 4,886,352 |
| Transitional development and rental assistance | 1,129,775 | - | 1,129,775 | 1,133,039 |
| Veterans and families | 259,404 | - | 259,404 | 210,669 |
| Total program services | 7,121,543 | - | 7,121,543 | 6,706,614 |
| Support services | | | | |
| General and administrative | 182,263 | - | 182,263 | 293,474 |
| Fundraising | 84,227 | - | 84,227 | 30,945 |
| Total support services | 266,490 | - | 266,490 | 324,419 |
| Total functional expenses | 7,388,033 | - | 7,388,033 | 7,031,033 |
| Increase (decrease) in net assets | 48,112 | (15,184) | 32,928 | 161,610 |
| Net assets, beginning of year | 4,796,234 | 395,395 | 5,191,629 | 5,030,019 |
| Net assets, end of year | \$ 4,844,346 | \$ 380,211 | \$ 5,224,557 | \$ 5,191,629 |

See Notes to Financial Statements.

**COMMUNITY COALITION ON HOMELESSNESS CORPORATION
D/B/A TURNING POINTS**

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2019
(WITH SUMMARIZED FINANCIAL INFORMATION FOR THE YEAR ENDED JUNE 30, 2018)**

| | Coalition Activities | Open Door Center | One Stop Clinic | Transitional Development and Rental Assistance | Veterans and Families | Total Program Services | General and Administrative | Fundraising | Total Expenses | Total 2018 |
|----------------------------|----------------------|-------------------|---------------------|--|-----------------------|------------------------|----------------------------|------------------|---------------------|---------------------|
| Salaries and wages | \$ 95,700 | \$ 76,483 | \$ 389,699 | \$ 224,872 | \$ 107,323 | \$ 874,077 | \$ 69,576 | \$ 48,097 | \$ 991,750 | \$ 832,163 |
| Payroll taxes and benefits | - | 9,573 | 40,476 | 23,850 | 8,687 | 82,586 | 12,659 | 4,199 | 99,444 | 80,463 |
| Payroll administration | - | 1,686 | 5,875 | 3,948 | 1,377 | 12,886 | 1,917 | 962 | 15,765 | 16,608 |
| Contract labor | - | 1,000 | 374,848 | - | 4,565 | 380,413 | - | - | 380,413 | 333,278 |
| Direct client assistance | - | (514) | - | 838,051 | 86,125 | 923,882 | 231 | - | 923,893 | 924,599 |
| Supplies | - | 28,977 | 180,920 | - | 23,292 | 233,189 | - | - | 233,189 | 187,952 |
| In-kind services | - | - | 1,335,348 | - | - | 1,335,348 | - | - | 1,335,348 | 1,289,314 |
| In-kind supplies | - | 306,516 | 2,732,716 | - | - | 3,039,232 | - | - | 3,039,232 | 3,026,618 |
| Occupancy | - | 6,806 | 5,095 | 3,194 | 7,490 | 22,585 | 7,566 | - | 30,151 | 24,806 |
| Accounting | - | - | - | - | 839 | 839 | 8 | - | 847 | 1,300 |
| Professional fees | - | - | - | - | - | - | 10,167 | - | 10,167 | 10,500 |
| Insurance | - | 4,459 | 3,675 | 3,705 | 2,938 | 14,777 | 5,464 | - | 20,241 | 15,246 |
| Office expense | - | 452 | 1,540 | 1,398 | 72 | 3,462 | 7,926 | - | 11,388 | 12,983 |
| Telephone and internet | - | 1,785 | 5,534 | 1,856 | 2,200 | 11,385 | 3,487 | - | 14,872 | 10,173 |
| Repairs and maintenance | 2,243 | 7,013 | 16,455 | 7,082 | 1,425 | 34,218 | 20,693 | - | 54,911 | 45,259 |
| Information technology | - | 2,907 | 3,713 | 3,605 | - | 10,225 | 9,248 | - | 19,473 | 43,607 |
| Dues and subscriptions | - | - | 8,398 | 1,500 | - | 9,898 | 3,810 | - | 13,708 | 11,980 |
| Special events | 1,400 | - | 360 | - | - | 360 | 21,894 | 30,211 | 52,265 | 30,945 |
| Printing and publications | - | - | 452 | 411 | 1,479 | 3,742 | 215 | - | 3,957 | 15,511 |
| Postage | - | 78 | 65 | 215 | - | 358 | 337 | - | 695 | 859 |
| Training | - | - | - | - | 2,518 | 2,518 | - | - | 2,518 | 1,252 |
| Travel and conferences | 1,200 | 574 | 2,249 | 914 | 5,283 | 10,220 | 2,686 | - | 12,876 | 17,233 |
| Depreciation | 25,188 | 30,912 | 39,508 | 15,164 | 3,791 | 115,563 | 4,608 | 758 | 120,930 | 118,364 |
| Total expenses | \$ 126,731 | \$ 478,707 | \$ 5,126,926 | \$ 1,129,775 | \$ 259,404 | \$ 7,121,543 | \$ 182,283 | \$ 84,227 | \$ 7,388,033 | \$ 7,031,033 |

See Notes to Financial Statements.

**COMMUNITY COALITION ON HOMELESSNESS CORPORATION
D/B/A TURNING POINTS**

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2019
(WITH SUMMARIZED FINANCIAL INFORMATION FOR THE YEAR ENDED JUNE 30, 2018)**

| | <u>2019</u> | <u>2018</u> |
|---|-------------------|-------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | |
| Increase in net assets | \$ 32,928 | \$ 161,610 |
| Adjustments to reconcile increase in net assets to net cash provided by operating activities | | |
| Depreciation | 120,930 | 118,364 |
| Loss on disposal of property and equipment | 8,354 | - |
| (Increase) decrease in operating assets: | | |
| Accounts and grants receivable | (9,688) | (13,049) |
| Prepaid expenses | 375 | (4,759) |
| Increase (decrease) in operating liabilities: | | |
| Accounts payable and accrued expenses | (3,498) | 11,379 |
| Net cash provided by operating activities | <u>149,401</u> | <u>273,545</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES | | |
| Purchase of property and equipment | (67,458) | (81,092) |
| Purchase of investments | (288,891) | - |
| Net cash (used in) investing activities | <u>(356,349)</u> | <u>(81,092)</u> |
| Net increase (decrease) in cash | (206,948) | 192,453 |
| Cash, beginning of year | <u>986,913</u> | <u>794,460</u> |
| Cash, end of year | <u>\$ 779,965</u> | <u>\$ 986,913</u> |

See Notes to Financial Statements.

**COMMUNITY COALITION ON HOMELESSNESS CORPORATION
D/B/A TURNING POINTS**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Community Coalition on Homelessness Corporation d/b/a Turning Points (the "Organization") is a not-for-profit organization organized under the laws of the State of Florida on March 24, 1995. The Organization's primary objective is to advocate for the homeless person, the near homeless and those at risk of becoming homeless in Manatee County, Florida, and to coordinate and facilitate the delivery of services to homeless individuals without regard to race, color, religion, gender, national origin, age, marital status, sexual orientation, disabling conditions or any other consideration prohibited by law.

Significant accounting policies are as follows:

Basis of Accounting

The financial statements of the Organization have been prepared on the accrual basis of accounting and accordingly, reflect all significant receivables, payables and other liabilities.

The accompanying financial statements have been prepared in conformity with the disclosure and display requirements of the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958, *Not-for-Profit Entities*. Accordingly, net assets are reported in each of the following two classes: (1) net assets without donor restrictions, and (2) net assets with donor restrictions.

Net assets with donor restrictions are created only by donor-imposed stipulations. Some donor-imposed stipulations are temporary in nature, such as those that will be met either by actions of the Organization and/or the passage of time. Other donor-imposed stipulations are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. When a restriction expires, 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 restrictions.

All other net assets, including board-designated or appropriated amounts, are not subject to donor-imposed stipulations and are reported as part of net assets without donor restrictions.

From time to time the Board designates certain recurring and/or non-recurring items for use on specific future projects. At June 30, 2019, net assets designated by the board for future repairs totaled \$50,000.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

**NOTE 1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(CONTINUED)**

Management Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America 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 the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Accounts Receivable

Accounts receivable consist of grants receivable and other receivables. Accounts receivable are recorded at their net realizable value and are based on services performed prior to year-end, but not collected as of the statement of financial position date. The Organization uses the allowance method to account for uncollectible accounts receivable. As of June 30, 2019, all receivables are considered fully collectible.

Cash and Cash Equivalents

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

The Organization maintains its cash in bank accounts which, at times, may exceed federally insured limits. The Organization has not experienced any losses in such accounts. The Organization believes it is not exposed to any significant credit risk on cash and cash equivalents.

Contributions

Unconditional promises to give cash and other assets are reported at estimated fair value at the date the promise is received. Conditional promises to give are recognized when the conditions are substantially met, and indications of intentions to give are reported at fair value at the date the gift is received. The gifts are reported as net assets with donor restrictions if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified as net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Contributions with donor-imposed restrictions that are met in the same reporting period are reported as net assets without donor restrictions.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

**NOTE 1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(CONTINUED)**

Property and Equipment

Property and equipment acquisitions in excess of \$1,000 are recorded at cost, estimated cost, or if donated, at fair value on the date of donation. Depreciation is provided over the estimated useful life of each class of depreciable assets and is computed using the straight-line method.

| | <u>Years</u> |
|-----------------------------------|--------------|
| Buildings and improvements | 5-39 |
| Furniture, fixtures and equipment | 3-10 |
| Vehicles | 5 |

Maintenance and repairs of property and equipment are charged to operations and major improvements are capitalized.

Functional Allocation of Expenses

The costs of providing various programs and other activities and the administration of the Organization have been summarized on a functional basis in the statement of activities. Salaries and other expenses which are associated with a specific program are charged directly to that program. Administrative and general expenses and other expenses which benefit more than one program are allocated to the various programs based on the relative benefit provided.

Income Taxes

The Organization qualifies as a charitable organization as defined by Internal Revenue Code Section 501(c)(3) and, accordingly is exempt from federal income taxes under Internal Revenue Code Section 501(a). However, the Organization is subject to income tax on unrelated business income. For the year ended June 30, 2019, the Organization incurred no income tax expense.

It is the Organization's policy to account for any uncertainties in income tax law in accordance with FASB ASC 740-10 *Accounting for Uncertainty in Income Taxes*. ASC 740-10 clarifies the accounting for uncertain income tax positions and requires that the Organization recognize the impact of such a tax position in its financial statements if, upon ultimate settlement, that position is more-likely-than-not to be sustained. Management has evaluated the Organization's tax positions and concluded that the Organization has maintained its tax-exempt status and has taken no uncertain tax positions that require adjustment to the financial statements. As a result, no provision or liability for income taxes has been included in the financial statements. The Organization files a 990 Return of Organization Exempt from Income Tax.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

**NOTE 1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(CONTINUED)**

Donated Services

Numerous volunteers have donated significant amounts of time to the Organization's various programs. The Organization records donations of materials and services at the fair value of those materials and services. During the year ended June 30, 2019, contributed materials and services totaled \$4,374,580 and were used in program activities. Additionally, other services have not been recognized in the accompanying statement of activities because the criteria for recognition under generally accepted accounting principles have not been satisfied. Although no amounts have been reflected in the financial statements, management estimates the fair value of those 34,206 hours of service to be \$798,026 for the year ended June 30, 2019.

Reclassification

Certain amounts in the prior year financial statements have been reclassified for comparative purposes to conform with the presentation in the current year financial statements.

Summarized Financial Information for 2018

The financial statements include certain prior year summarized comparative information in total, but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Organization's financial statements as of and for the year ended June 30, 2018, from which the summarized information was derived.

Changes in Accounting Principle

On August 18, 2016, FASB issued Accounting Standards Update (ASU) 2016-14, Not-for-Profit Entities (Topic 958) – *Presentation of Financial Statements of 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. The Organization has implemented ASU 2016-14 and has adjusted the presentation in these financial statements accordingly.

Subsequent Events

The Organization has evaluated subsequent events through November 7, 2019, the date which the financial statements were available to be issued.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 2. LIQUIDITY AND AVAILABILITY

The Organization's working capital and cash flows have seasonal variations during the year attributable to the annual cash receipts for contributions and grants. The Organization manages liquidity during the year by utilizing the following strategies: Operating with a balanced budget which assumes collection of sufficient revenue via contributions, grants, and special events to cover operating expenditures not covered by donor-restricted resources, regular analysis of actual operating results versus budget and establishment of a reserve fund.

The following table reflects the Organization's total financial assets as of June 30, 2019, and the amounts of those financial assets which could be made available within 12 months to meet operating expenditures:

| | |
|---|-------------------|
| Financial assets available to meet operating expenditures over the next 12 months | |
| Cash and equivalents | \$ 779,965 |
| Certificates of deposit | 454,009 |
| Accounts and grants receivable | 191,970 |
| Less board designated net assets | (50,000) |
| Less net assets with donor restrictions | (380,211) |
| Financial assets available to meet operating expenditures | <u>\$ 995,733</u> |

NOTE 3. PROPERTY AND EQUIPMENT

Property and equipment consists of the following at June 30, 2019:

| | |
|-----------------------------------|---------------------|
| Land | \$ 912,034 |
| Building and improvements | 3,651,190 |
| Furniture, fixtures and equipment | 275,688 |
| Vehicles | 18,220 |
| | <u>4,857,132</u> |
| Less accumulated depreciation | <u>(1,000,260)</u> |
| | <u>\$ 3,856,872</u> |

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE 4. NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions are restricted for the following purposes or periods:

| | | |
|-------------------|----|-------------------|
| Rental assistance | \$ | 103,985 |
| Open Door Center | | 10,423 |
| One Stop Clinic | | 185,969 |
| Veterans | | 6,110 |
| Other | | 73,724 |
| | | <u>\$ 380,211</u> |

Net assets with donor restrictions time or purpose at June 30, 2019, consist of \$380,211 of cash.

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purpose or by occurrence of the passage of time or other events specified by the donors as follows for the year ended June 30, 2019:

| | | |
|-------------------|----|---------------------|
| Rental assistance | \$ | 735,499 |
| Open Door Center | | 58,891 |
| One Stop Clinic | | 91,443 |
| Veterans | | 248,419 |
| Other | | 212,534 |
| | | <u>\$ 1,346,786</u> |

NOTE 5. CONCENTRATION OF CREDIT RISK

Cash accounts at banks are insured by the Federal Deposit Insurance Corporation (FDIC) for up to \$250,000. At times throughout the year, the Organization's cash balances may exceed insured limits. Management believes that it is not exposed to any significant credit risk on cash and cash equivalents.

NOTE 6. RECENTLY ISSUED ACCOUNTING STANDARDS

In May 2014, FASB issued Accounting Standards Update 2014-09 (ASU 2014-09), *Revenue from Contracts with Customers*. The amendments in this update require changes to the way not-for-profit entities record revenue.

ASU 2014-09 is effective for annual financial statements issued for fiscal years beginning after December 15, 2018. Management is currently evaluating the effects of ASU 2014-09.



701 17th Avenue West
Bradenton, Florida 34205
T: (941) 747-1509
F: (941) 567-6149
E: info@tpmanatee.org
www.TPManatee.org



November 7, 2019

Mauldin & Jenkins, LLC
1401 Manatee Avenue W, Suite 1200
Bradenton, Florida 34205

This representation letter is provided in connection with your audit of the financial statements of Community Coalition on Homelessness Corporation, which comprise 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, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States (U.S. GAAP).

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

We confirm, to the best of our knowledge and belief, as of November 7, 2019, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated July 1, 2019, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP.
- 3) We acknowledge our responsibility 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.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- 8) The effects of the uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is attached to the representation letter. We are in agreement with the adjusting journal entries you have proposed, and they have been posted to the Organization's accounts.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Significant estimates and material concentrations have been appropriately disclosed in accordance with U.S. GAAP.





701 17th Avenue West
Bradenton, Florida 34205
T: (941) 747-1509
F: (941) 567-6149
E: info@tpmanatee.org
www.TPManatee.org



- 11) Guarantees, whether written or oral, under which the Organization is contingently liable, have been properly recorded or disclosed in accordance with U.S. GAAP.
- 12) Board designated net assets in the amount of \$1,572,125 at June 30, 2019 have been properly approved.

Information Provided

- 13) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the Organization from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of the governing board or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 14) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 15) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 16) We have no knowledge of any fraud or suspected fraud that affects the Organization and involves:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 17) We have no knowledge of any allegations of fraud or suspected fraud affecting the Organization's financial statements communicated by employees, former employees, grantors, regulators, or others.
- 18) We have no knowledge of any instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.
- 19) We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with U.S. GAAP, and we have not consulted a lawyer concerning litigation, claims, or assessments.
- 20) We have disclosed to you the identity of the Organization's related parties and all the related-party relationships and transactions of which we are aware.
- 21) The Organization has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us.
- 23) Community Coalition on Homelessness Corporation is an exempt organization under Section 501c3 of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the Organization's tax-exempt status, and all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.



701 17th Avenue West
Bradenton, Florida 34205
T: (941) 747-1509
F: (941) 567-6149
E: info@tpmanatee.org
www.TPManatee.org



24) In regard to the non-attest services performed by you, we have—

- Assumed all management responsibilities.
- Designated an individual who has suitable skill, knowledge, or experience to oversee the services.
- Evaluated the adequacy and results of the services performed.
- Accepted responsibility for the results of the services.

Signature: Adell E. Brown
Title: Executive Director

Signature: Mark Hill
Title: Board Chair

