

**ADOPT-A-FAMILY  
OF THE PALM BEACHES, INC.**

**REPORT ON AUDIT OF  
CONSOLIDATED FINANCIAL STATEMENTS**

**For The Year Ended June 30, 2017  
(with comparable totals for 2016)**

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of  
Adopt-A-Family  
of the Palm Beaches, Inc.  
Lake Worth, Florida

We have audited the accompanying consolidated financial statements of Adopt-A-Family of the Palm Beaches, Inc. (a nonprofit organization), which comprise the consolidated statement of financial position as of June 30, 2017, and the related consolidated statements of activities, cash flows and functional expenses for the year then ended, and the related notes to the consolidated financial statements.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated 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 consolidated 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 consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated 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 consolidated 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 consolidated 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 consolidated financial statements referred to above present fairly, in all material respects, the financial position of Adopt-A-Family of the Palm Beaches, Inc. as of June 30, 2017, 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.

## Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 20, 2017, on our consideration of Adopt-A-Family of the Palm Beaches, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is 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 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 Adopt-A-Family of the Palm Beaches, Inc.'s internal control over financial reporting and compliance.

## Other Matters

### *Other Information*

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. In addition, the consolidated schedule of program expenses is presented for purposes of additional analysis, and is not a required part of the basic consolidated financial statements. The schedule of expenditures of federal awards and consolidated schedule of program expenses are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated 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 consolidated financial statements as a whole.

## Report on Summarized Comparative Information

We have previously audited the June 30, 2016 financial statements, and our report dated December 13, 2016, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2016, is consistent, in all material respects, with the audited financial statements from which it has been derived.

*Holyfield & Thomas, LLC*

West Palm Beach, Florida  
November 20, 2017

**ADOPT-A-FAMILY  
OF THE PALM BEACHES, INC.**

**CONSOLIDATED STATEMENT OF  
FINANCIAL POSITION**

*As of June 30, 2017*

*(with comparable totals for 2016)*

	Unrestricted	Temporarily Restricted	2017 Totals	2016 Totals
<b>ASSETS</b>				
Current assets:				
Cash and cash equivalents	\$ 971,366	\$ 850,489	\$ 1,821,855	\$ 506,958
Grants and allocations receivable	538,213	195,500	733,713	707,641
Contributions receivable, net	36,313	-	36,313	59,162
Prepaid expenses	95,126	-	95,126	92,285
Other current assets	1,370	-	1,370	12,505
Total current assets	1,642,388	1,045,989	2,688,377	1,378,551
Cash and cash equivalents, non-current	417,906	67,504	485,410	1,253,977
Other assets	6,768	-	6,768	6,768
Property and equipment, net	2,761,775	1,631,857	4,393,632	4,481,194
Community land trust, net	1,665,765	-	1,665,765	1,735,997
Total assets	<u>\$ 6,494,602</u>	<u>\$ 2,745,350</u>	<u>\$ 9,239,952</u>	<u>\$ 8,856,487</u>
<b>LIABILITIES AND NET ASSETS</b>				
Current liabilities:				
Accounts payable	\$ 62,786	\$ -	\$ 62,786	\$ 51,758
Accrued expenses	225,515	-	225,515	218,415
Refundable advances	125,663	-	125,663	285,236
Current portion of obligation under capital lease	23,305	-	23,305	19,237
Current portion of loan payable	11,084	-	11,084	10,445
Total current liabilities	448,353	-	448,353	585,091
Non-current liabilities:				
Resident deposits and escrow accounts	137,906	-	137,906	112,857
Obligation under capital lease	38,624	-	38,624	43,284
Loan payable	157,598	-	157,598	168,683
Total liabilities	782,481	-	782,481	909,915
Net assets:				
Unrestricted:				
Equity in fixed assets	2,531,164	-	2,531,164	2,543,932
Equity in community land trust	1,665,765	-	1,665,765	1,735,997
Designated for contingencies	280,000	-	280,000	202,000
Undesignated	1,235,192	-	1,235,192	639,633
Total unrestricted	5,712,121	-	5,712,121	5,121,562
Temporarily restricted	-	2,745,350	2,745,350	2,825,010
Total net assets	5,712,121	2,745,350	8,457,471	7,946,572
Total liabilities and net assets	<u>\$ 6,494,602</u>	<u>\$ 2,745,350</u>	<u>\$ 9,239,952</u>	<u>\$ 8,856,487</u>

*See accompanying notes to consolidated financial statements.*

**ADOPT-A-FAMILY  
OF THE PALM BEACHES, INC.**

**CONSOLIDATED STATEMENT OF  
ACTIVITIES**

*For the Year Ended June 30, 2017*

*(with comparable totals for 2016)*

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>2017 Totals</u>	<u>2016 Totals</u>
Support and revenue:				
Grants and donations:				
Governmental grants	\$ 3,417,139	\$ -	\$ 3,417,139	\$ 2,975,932
United Way allocations	320,437	195,500	515,937	430,109
Contributions	1,585,739	43,279	1,629,018	1,069,813
In-kind donations	51,786	-	51,786	32,056
Total grants and donations	<u>5,375,101</u>	<u>238,779</u>	<u>5,613,880</u>	<u>4,507,910</u>
Special events	705,454	-	705,454	740,827
Rents	452,579	-	452,579	470,633
GROW tuition	11,322	-	11,322	11,699
Other income	4,296	2,075	6,371	14,637
Total support and revenue	<u>6,548,752</u>	<u>240,854</u>	<u>6,789,606</u>	<u>5,745,706</u>
Net assets released from restriction	<u>320,514</u>	<u>(320,514)</u>	<u>-</u>	<u>-</u>
Expenses:				
Program services	5,323,330	-	5,323,330	4,959,963
General and administrative	478,999	-	478,999	358,043
Fundraising and development	476,378	-	476,378	509,696
Total expenses	<u>6,278,707</u>	<u>-</u>	<u>6,278,707</u>	<u>5,827,702</u>
Change in net assets	590,559	(79,660)	510,899	(81,996)
Net assets, beginning of year	<u>5,121,562</u>	<u>2,825,010</u>	<u>7,946,572</u>	<u>8,028,568</u>
Net assets, end of year	<u>\$ 5,712,121</u>	<u>\$ 2,745,350</u>	<u>\$ 8,457,471</u>	<u>\$ 7,946,572</u>

*See accompanying notes to consolidated financial statements.*

**ADOPT-A-FAMILY  
OF THE PALM BEACHES, INC.**

**CONSOLIDATED STATEMENT OF  
CASH FLOWS**

*For the Year Ended June 30, 2017*

*(with comparable totals for 2016)*

	<u>2017</u>	<u>2016</u>
Cash flows from operating activities:		
Cash received from grants and donations	\$ 5,376,449	\$ 4,485,991
Cash received from special events	612,532	585,957
Cash received from rents and tuition	452,579	470,633
Cash paid to suppliers, client assistance and employees	(5,728,475)	(5,191,398)
Other income received	17,693	26,336
Interest expense paid	<u>(11,484)</u>	<u>(14,957)</u>
Net cash provided by operating activities	<u>719,294</u>	<u>362,562</u>
Cash flows from investing activities:		
Purchase of property and equipment	<u>(165,618)</u>	<u>(160,575)</u>
Net cash used in investing activities	<u>(165,618)</u>	<u>(160,575)</u>
Cash flows from financing activities:		
Change in resident deposits and escrow accounts	25,049	16,197
Principal payments on obligation under capital lease	(21,949)	(19,237)
Principal payments of loans payable	<u>(10,446)</u>	<u>(9,842)</u>
Net cash used in financing activities	<u>(7,346)</u>	<u>(12,882)</u>
Change in cash and cash equivalents	546,330	189,105
Cash and cash equivalents, beginning	<u>1,760,935</u>	<u>1,571,830</u>
Cash and cash equivalents, ending	2,307,265	1,760,935
Cash and cash equivalents, non-current	<u>(485,410)</u>	<u>(1,253,977)</u>
Cash and cash equivalents, current	<u>\$ 1,821,855</u>	<u>\$ 506,958</u>

*See accompanying notes to consolidated financial statements.*

**ADOPT-A-FAMILY  
OF THE PALM BEACHES, INC.**

**CONSOLIDATED STATEMENT OF  
CASH FLOWS**

*For the Year Ended June 30, 2017*

*(with comparable totals for 2016)*

	<u>2017</u>	<u>2016</u>
Reconciliation of change in net assets to net cash provided by operating activities:		
Change in net assets	\$ 510,899	\$ (81,996)
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	371,282	375,402
Donated assets	(26,493)	-
(Increase) decrease in certain assets:		
Grants and allocations receivable	(26,072)	(70,844)
Contributions receivable	22,849	(22,204)
Prepaid expenses	(2,841)	(18,884)
Other current assets	11,115	(12,505)
Increase (decrease) in certain liabilities:		
Accounts payable	11,028	38,480
Accrued expenses	7,100	74,132
Refundable advances	<u>(159,573)</u>	<u>80,981</u>
Net cash provided by operating activities	<u>\$ 719,294</u>	<u>\$ 362,562</u>

Supplemental disclosure of non cash investing and financing activities:

During 2017, the Organization incurred debt of \$21,357 in the form of a capital lease used to acquire new office equipment.

*See accompanying notes to consolidated financial statements.*



**ADOPT-A-FAMILY  
OF THE PALM BEACHES, INC.**

**CONSOLIDATED STATEMENT OF  
FUNCTIONAL EXPENSES**

*For the Year Ended June 30, 2017*

*(with comparable totals for 2016)*

	Program Services	Management and General	Fundraising and Development	2017 Totals	2016 Totals
Salaries	\$ 1,998,487	\$ 179,450	\$ 197,819	\$ 2,375,756	\$ 2,155,229
Employee benefits	412,512	42,349	47,393	502,254	478,579
Payroll taxes	147,522	11,341	14,745	173,608	165,661
	<u>2,558,521</u>	<u>233,140</u>	<u>259,957</u>	<u>3,051,618</u>	<u>2,799,469</u>
Advertising and recruitment	4,169	3,540	200	7,909	8,745
Building maintenance	206,621	27,243	1,459	235,323	115,296
Direct fundraising costs	-	-	115,771	115,771	132,666
Equipment rental and purchases	3,426	2,953	-	6,379	2,652
Insurance expense	125,847	52,284	9,074	187,205	206,090
Interest expense	-	11,484	-	11,484	14,957
Membership dues	6,590	2,738	2,994	12,322	27,452
Office supplies	34,734	18,530	3,032	56,296	69,106
Other expenses	2,260	21,967	2,848	27,075	24,142
Postage	947	1,960	633	3,540	7,428
Printing	2,138	545	4,746	7,429	3,323
Professional fees	108,260	50,621	42,844	201,725	140,830
Program supplies	2,057	-	-	2,057	20,916
Property and sales tax	25,768	8,731	367	34,866	34,359
Rent	13,443	5,979	105	19,527	3,490
Specific assistance	1,784,418	305	14,921	1,799,644	1,621,348
Telephone	22,913	2,359	1,019	26,291	36,212
Training and development	26,574	9,732	4,587	40,893	38,213
Travel and transportation	17,044	1,628	673	19,345	28,407
Utilities	28,361	8,480	3,885	40,726	117,199
	<u>4,974,091</u>	<u>464,219</u>	<u>469,115</u>	<u>5,907,425</u>	<u>5,452,300</u>
Depreciation	349,239	14,780	7,263	371,282	375,402
Total expenses	<u><u>\$ 5,323,330</u></u>	<u><u>\$ 478,999</u></u>	<u><u>\$ 476,378</u></u>	<u><u>\$ 6,278,707</u></u>	<u><u>\$ 5,827,702</u></u>

*See accompanying notes to consolidated financial statements.*

*For The Year Ended June 30, 2017*

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1. **Business and Summary of Significant Accounting Policies**

*Presentation*

The accompanying financial statements reflect the consolidated financial statements of Adopt-A-Family of the Palm Beaches, Inc. ("AAF") and LW NSP2, LLC ("LLC") (collectively the "Organization"). All significant inter-organization accounts and transactions have been eliminated.

*Organization*

Adopt-A-Family of the Palm Beaches, Inc. was incorporated in November 1984, as a not-for-profit corporation under Florida law. AAF is a non-profit 501(c)(3) organization dedicated to strengthening families with children in their efforts to achieve stability and self-sufficiency by providing access to all-encompassing services. LW NSP2, LLC was created in December 2010, as a single member LLC with AAF as the only member. The LLC owns and operates various rental properties under the Neighborhood Stabilization Program 2. Some of the programs offered by the Organization include:

*Bridges to Success*

Bridges to Success is a permanent supportive housing program for homeless families funded by HUD. The program offers scattered site housing in western Palm Beach County to homeless families with a head of household living with a disability. The program offers intensive case management and supportive services to all residents and is one of the only options for homeless families residing in Belle Glade, Pahokee, and others areas in western Palm Beach County. This is a collaborative program with other not-for-profit agencies for residents in Palm Beach County. 100% of participating families remained stably housed during the fiscal year.

*Project GROW*

Project GROW is the agency's licensed afterschool/out-of-school program serving children in kindergarten through fifth grade. Most children attending are formerly homeless and reside in one of the agency's housing programs. The program is customized to meet the unique needs of formerly homeless children and focuses on building the children's social, emotional, and educational skills. 98% of the children attending Project GROW were promoted to the next grade level during the school year ended during June 2017.

*Senator Philip D. Lewis Homeless Resource Center (HRC)*

The Organization is a partner agency of Palm Beach County's homeless resource center (HRC), which opened in 2012. The HRC serves as Palm Beach County's "front door" for access to homeless services. The Organization operates the family division and provides homeless families with assessments, case management, access to mainstream resources, vital shelter and housing services, and permanent housing. 86% of families who were housed by the HRC maintained stable housing after one year.

*For The Year Ended June 30, 2017*

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1. **Business and Summary of Significant Accounting Policies, continued**

*Organization, continued*

*Housing Stabilization Program*

The Housing Stabilization Program provides homeless prevention services to families who are at imminent risk of becoming homeless. Families receive case management, financial assistance, and other supportive services to help them remain in their home. This program prevented 167 Palm Beach County families from becoming homeless and allowed them to remain stably housed during the fiscal year. In addition, 84% of the families served in the prior fiscal year remained stably housed after agency assistance.

*Neighborhood Stabilization Program 2 (NSP2)*

The Organization, in partnership with the Lake Worth Community Redevelopment Agency (CRA), was one of 56 awardees in 2010 to be awarded funding through HUD's NSP2 funding competition. The goal of the program was to stabilize neighborhoods through the acquisition and rehabilitation of foreclosed properties. The Organization rehabilitated and constructed a total of forty-one housing units in the City of Lake Worth as a result of this opportunity. A total of seventeen units were sold by the Organization to income-qualified households between 2010 and 2014. Twenty-four units were retained by the Organization and are currently being used as rental properties for low-income families. The program maintained a 97% occupancy rate during the fiscal year.

*A Place Called Home (A.P.C.H.)*

A Place Called Home is a permanent supportive housing program for homeless families primarily funded by the U.S. Department of Housing and Urban Development (HUD). The program offers scattered site housing in Lake Worth to homeless families with a head of household living with a disability. The program offers intensive case management and supportive services to all residents. HUD did not re-award the program during the fiscal year and as a result, the program ended on September 30, 2016. At the end of the operating year, 89% of the families participating in the A.P.C.H. exited to permanent housing.

*Project S.A.F.E. (Stable, Able, Family Environment)*

Project SAFE is a permanent supportive housing program for homeless families partially funded by HUD. The program consists of 32 units of agency-owned housing and is currently the largest permanent supportive housing program for homeless families with a head of household living with a disability in Palm Beach County. The program offers intensive case management and supportive services to all residents. 67% of the families participating in the program increased or maintained their income during the fiscal year.

*Service Enriched Housing (S.E.H.)*

The Service Enriched Housing program offers housing to low-income families who are on the path to home ownership. The program consists of 30 two-bedroom apartment units located adjacent to the Organization's Family Resource Center. Rent is based on 30% of the family's income. The Organization captures the first \$525 as the base rent with all additional funds placed in escrow and used for credit repair, home ownership activities, and general wealth building. \$36,595 of participating families collective debt was eliminated during the fiscal year. In addition, collectively they saved \$60,640 during the fiscal year.

*For The Year Ended June 30, 2017*

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1. **Business and Summary of Significant Accounting Policies, continued**

*Organization, continued*

*Community Land Trust Program/Wiley Reynolds Apartments*

The Organization's Community Land Trust Program combined with the Organization's Wiley Reynolds Apartments provides affordable home ownership and rental opportunities to income qualified households. Home ownership opportunities use a land lease model in which the Organization retains ownership of the land while the purchaser owns the improvements. This arrangement permits the improvements to be sold at a reduced rate. Rental opportunities primarily consist of the nine-unit Wiley Reynolds Gardens apartments. The units were constructed in 2008 and offer low-income and homeless families housing that is priced below 50% of the fair market rent rates. 90% of the heads of household of participating families were employed full time during the fiscal year.

*Mental Health Wellness*

The Mental Health Wellness Program (MHW) began in August of 2016 with the primary goal of eliminating barriers to mental health services for the Organization's high-need participants to improve their mental health and family functioning. A significant portion of the Organization's families do not engage with therapists due to barriers such as lack of transportation, acceptable health coverage, financial requirements and provider availability. In addition, the onsite therapist is available for crisis intervention, de-escalation and provides guidance to case managers of the families. 77% of the clients enrolled in the program have shown improved mental health based on scores in the DSM-5 Cross Cutting Symptom Measures tool.

*Program REACH*

The Organization operates Palm Beach County's main emergency shelter serving homeless families with minor children. Program REACH (REACH) provides 19 units of 90-day immediate and safe housing paired with support services and resources as families seek a permanent housing solution. Homeless families enter REACH through the HRC. 96% of families remained housed for three months after successfully exiting the shelter.

*Basis of Accounting*

The consolidated financial statements of the Organization have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Revenues are recognized when they are earned, and expenses are recognized when they are incurred.

*Consolidated Financial Statement Presentation*

The Organization has adopted FASB Accounting Standard Codification (FASB ASC) 958-205, "Presentation of Financial Statements." Under the standard, the Organization is required to report information regarding its activities according to three classifications of net assets: unrestricted, temporarily restricted, and permanently restricted.

*For The Year Ended June 30, 2017*

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1. **Business and Summary of Significant Accounting Policies, continued**

*Consolidated Financial Statement Presentation, continued*

The following paragraphs describe the three classes of net assets:

Unrestricted Net Assets: this classification includes those net assets whose use is not restricted by donors, even though their use may be limited in other respects, such as by contract or by board designation. Changes in net assets arising from exchange transaction (except income and gains on assets that are restricted by donors or by law) are included in the unrestricted by class.

Temporarily Restricted Net Assets: this classification includes those net assets whose use by the Organization has been limited by donors to either later periods of time, or after specified dates, or for a specified purpose.

Permanently Restricted Net Assets: this classification includes those net assets that must be maintained by the Organization in perpetuity. Permanently restricted net assets increase when the Organization receives contributions for which donor-imposed restrictions limiting the Organization's use of an asset or its economic benefits neither expire with the passage of time nor can be removed by the Organization meeting certain requirements. The Organization had no permanently restricted net assets as of June 30, 2017.

*Recent Accounting Pronouncements*

The Financial Accounting Standards Board (FASB) recently issued several Accounting Standards Updates (ASU's) that affect the accounting and reporting of not-for-profit entities. The FASB issued ASU 2016-02, *Leases (Topic 842)*, which does not take effect until the Organization's fiscal year ending June 2021, and provides new guidance for leases such that virtually all leases will be capitalized and create "right of use" assets along with associated liabilities. This standard will impact the interpretation of certain Organization transactions, and management is evaluating the effect that the updated standard will have on the financial statements. ASU 2016-14, *Not-for-Profit Entities (Topic 958)*, was also issued this past year, and imposes new requirements for the presentation and disclosure of not-for-profit financial statements, including a reduction in the number of net asset categories from 3 classes to 2 classes, a requirement to present a statement of functional expenses, a requirement to disclose the quantitative and qualitative aspects of its liquidity, in addition to other provisions. This ASU will be effective for the Organization's fiscal period ending June 30, 2019, with early implementation permitted. As with the new guidance on leasing , management is evaluating the effect that this updated standard will have on the financial statements.

*Estimates*

The preparation of consolidated financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures at the date of the consolidated financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

*For The Year Ended June 30, 2017*

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1. **Business and Summary of Significant Accounting Policies, continued**

*Comparative Financial Statement Information*

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended June 30, 2016, from which the summarized information was derived.

*Fair Value of Financial Instruments*

The Organization follows FASB ASC 820-10, "*Fair Value Measurements and Disclosures*," which provides a common definition of fair value, establishes a framework to measure fair value within accounting principles generally accepted in the United States of America, and expands the disclosures about fair value measurements. The standard does not create any new fair value measurements. Instead, it applies under existing accounting pronouncements that require or permit fair value measurements.

For assets and liabilities measured at fair value on a recurring basis, entities should disclose information that allows financial statement users to assess (1) the inputs used to develop such measurements, such as Level 1 (i.e., quoted price in an active market for an identical asset or liability), Level 2 (i.e., quoted price for similar assets or liabilities in active markets), or Level 3 (i.e., unobservable inputs); and (2) the effect on changes in net assets of recurring measurements that use significant unobservable (Level 3) inputs. The Organization did not have financial instruments measured at fair value on a recurring basis.

The following methods and assumptions were used by the Organization in estimating fair value of financial instruments that are not disclosed under ASC 820-10.

*Cash and Cash Equivalents:* The carrying amount reported approximates fair value.

*Grants and Allocations and Contributions Receivable:* The carrying amount approximates fair value due to the short term of the receivables.

*Accounts Payable and Accrued Expenses:* The carrying amount reported approximates fair value due to the short term duration of the instruments.

*Capital Lease, Line of Credit and Loans Payable:* The carrying amount reported approximates fair value as the stated interest rates approximate market rates.

*Cash and Cash Equivalents*

Cash and cash equivalents include checking, savings, money market accounts, and petty cash. The Organization also considers short-term investments with a maturity of three months or less when purchased to be cash equivalents.

*For The Year Ended June 30, 2017*

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1. **Business and Summary of Significant Accounting Policies, continued**

*Grants and Allocations Receivable*

Grants receivable are recorded when services have been rendered. If events or changes in circumstances indicate that specific receivable balances may be disallowed by the granting authority, the receivable balances are written-off as an operating expense. Allocations receivable that are unconditional are recorded at the time of receipt.

*Promises to Give*

Unconditional promises to give are recognized as support in the period received and as assets, decreases of liabilities, or expenses depending on the form of the benefits received. Unconditional promises to give noncash assets that are expected to be received in future years are recorded at the present value of the expected fair value of the underlying noncash assets expected to be received. The discounts on those amounts are computed using risk-free interest rates applicable to the years in which the promises are received. Amortization of the discounts is included in contribution revenue. Any changes in the expected fair value of underlying noncash assets are reported as increases and decreases in contribution revenue in the period the change occurs. Conditional promises to give are recognized when the conditions on which they depend are substantially met.

*Property and Equipment*

Acquisitions of property and equipment in excess of \$2,500 are capitalized. Property and equipment are carried at cost or, if donated, at the approximate fair market value at the date of the donation. Donations of property and equipment are recorded as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Organization reclassifies temporarily restricted net assets to unrestricted net assets at that time. Property and equipment are depreciated using the straight-line method over the estimated useful life of the assets, ranging from 3 to 39 years.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the useful lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets.

*Resident Deposits and Escrow Accounts*

In connection with its various housing programs, the Organization receives and maintains deposits on rent and escrow funds for residents to be later returned to them or recorded as revenue.

*For The Year Ended June 30, 2017*

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1. **Business and Summary of Significant Accounting Policies, continued**

*Accrued Absences*

Employees may accumulate unused vacation based upon the length of service. Accumulated vacation is payable to eligible employees upon termination or retirement at the current rate of pay, if employed more than 90 days. Accumulated unpaid vacation is accrued as a liability and charged to expense as incurred.

*Refundable Advances*

The Organization has reimbursement arrangements with various grantors whereby the Organization receives funds ahead of the expenditure. In accordance with the terms of these arrangements, any funds that are not spent within the contract period must be refunded to the grantors.

*Designated for Contingencies*

As of June 30, 2017, the Organization has segregated \$280,000 of net assets for a contingency fund.

*Revenue Recognition*

The Organization receives various grants from federal, local, and private agencies for program and supporting service expenses. These grants are generally on a cost reimbursement basis, including recoverable overhead. Revenues from grants are deemed earned and recognized in the Consolidated Statement of Activities when expenditures are made for the purpose specified. Funds that have been received but have not yet been expended for the purpose specified are reported as temporarily restricted revenue or refundable advance, as applicable.

Grants which are not awarded on a cost reimbursement basis are recorded as support in the year for which the grant was awarded and in which the conditions to the grant are met.

*Support and Revenue*

Foundation support, unconditional promises to give, and other contributions of cash and other assets are reported as temporarily restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when either the stipulated time restriction ends or the purpose restriction is accomplished, temporarily restricted net assets are reclassified and reported in the Consolidated Statements of Activities as net assets released from restrictions. However, if the restriction is met in the same period as the restricted income is received, the Organization classifies such income as unrestricted support.



*For The Year Ended June 30, 2017*

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1. **Business and Summary of Significant Accounting Policies, continued**

*In-Kind Donations*

The Organization records various types of in-kind support including contributed professional services and materials. Contributed professional services are recognized if the services received (a) create or enhance long-lived assets or (b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. Contributions of tangible assets are recognized at fair value when received. The total amount of donated goods during the year ended June 30, 2017, amounted to approximately \$51,800. This amount is recognized as both revenue, under the caption of in-kind donations, and as various expenses in the Consolidated Statement of Activities and Consolidated Statement of Functional Expenses. There were no significant contributions of professional services for the year ended June 30, 2017.

In addition, the Organization relies on volunteers who donate significant time in the advancement of its goals; however, such services do not meet the criteria for financial statement recognition and are therefore not included herein.

*Expense Allocation*

The costs of providing various programs and other activities have been summarized on a functional basis in the Consolidated Statement of Activities and according to natural classification in the Consolidated Statement of Functional Expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

*Specific Assistance*

Specific assistance expense, as denoted on the Consolidated Statement of Functional Expenses, consists of direct financial assistance expended on behalf of the Organization's clients correlating to the mission of the respective programs.

*Advertising Costs*

Advertising costs are charged to operations when incurred. Advertising expense for the year ended June 30, 2017, amounted to approximately \$2,080.

*Income Taxes*

Adopt-A-Family of the Palm Beaches, Inc. is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. LW NSP2, LLC is a single member LLC and is treated as a disregarded entity for income tax purposes. Therefore, no provision for income taxes has been made in these consolidated financial statements. In addition, AAF qualifies for the charitable contribution deduction under Section 170(b)(1)(A)(vi) and has been classified as an organization other than a private foundation under Section 509(a)(1).

*For The Year Ended June 30, 2017*

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**1. Business and Summary of Significant Accounting Policies, continued**

*Income Taxes, continued*

The Organization follows FASB ASC 740-10, "Accounting for Uncertainty in Income Taxes." This pronouncement seeks to reduce the diversity in practice associated with certain aspects of measurement and recognition in accounting for income taxes. It prescribes a recognition threshold and measurement attribute for financial statement recognition and measurement of a tax position that an entity takes or expects to take in a tax return. An entity may only recognize or continue to recognize tax positions that meet a "more likely than not" threshold. The Organization assesses its income tax positions based on management's evaluation of the facts, circumstances and information available at the reporting date. The Organization uses the prescribed more likely than not threshold when making its assessment. The Organization has not accrued any interest expense or penalties related to tax positions for the year ended June 30, 2017, and there are currently no open Federal or State tax years under audit.

**2. Grants and Allocations Receivable**

A summary of grants and allocations receivable as of June 30, 2017, is as follows:

Palm Beach County	\$ 439,787
Learning Coalition of Palm Beach County	13,984
Housing and Urban Development (HUD)	74,884
United Way	203,004
Homeless Coalition	<u>2,054</u>
Total grants and allocations receivable	<u>\$ 733,713</u>

Management believes that grants and allocation receivable are fully collectible in less than one year and, therefore, no allowance for uncollectible receivables was considered necessary.

**3. Contributions Receivable**

Contributions are recognized in the period an unconditional promise to give is received. Contributions receivable are recorded at face value if due in less than one year, or at net realizable value, discounted as appropriate to reflect the estimated timing of receipt for contributions, if due more than one year after the date of receipt. As of June 30, 2017 all remaining balances are expected to be collected in less than one year. The allowance for uncollectible contributions receivable is determined based on management's estimate.

The following is a summary of contributions receivable as of June 30, 2017:

Contributions receivable	\$ 41,313
Allowance for uncollectible amounts	<u>(5,000)</u>
Net contributions receivable	<u>\$ 36,313</u>

*For The Year Ended June 30, 2017*

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**4. Property and Equipment**

Details of the Organization's property and equipment as of June 30, 2017, are as follows:

Land	\$ 1,029,645
Buildings	5,601,524
Building improvements	781,510
Equipment	86,159
Equipment under capital lease	122,352
Motor vehicles	<u>167,190</u>
	7,788,380
Less accumulated depreciation	<u>3,394,748</u>
Net property and equipment	<u>\$ 4,393,632</u>

**5. Community Land Trust Program/Wiley Reynolds Apartments**

The Organization operates a Community Land Trust (CLT) program that was established in order to make housing available to residents who cannot otherwise afford it while providing benefits to the local community. The land is held permanently by the Organization to ensure perpetual affordability; however, the homes are owned by those who live in them.

When the Organization sells a home, it leases the underlying land to the homeowners through a long-term (i.e., 99-year) renewable lease, and retains a right of first refusal to buy back the building.

During 2006, the Organization received a vacant lot donated by the City of Lake Worth located at 505 North K Street. During 2008, the Organization completed the construction of a single-family residence at a total cost of \$196,454.

During 2007, the Organization purchased another vacant lot for approximately \$100,000 located at 1715 3rd Ave North. The lot remains vacant.

During 2009, the Organization completed the construction of a nine-unit apartment complex located at 1736 2<sup>nd</sup> Avenue, named Wiley Reynolds Apartments, which was added to the CLT. The construction was partially funded by a Homeless Assistance Housing Grant, which requires that the units be reserved for homeless use for a minimum of ten years from the time of occupancy. The Organization is currently renting these units to low-income and homeless families.

The unrestricted net assets designated for the CLT as of June 30, 2017, consisted of the following:

Land	\$ 296,669
Building	<u>1,972,866</u>
	2,269,535
Less accumulated depreciation	<u>603,770</u>
Total designated for CLT	<u>\$ 1,665,765</u>

*For The Year Ended June 30, 2017*

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**6. Neighborhood Stabilization Program 2 (NSP2)**

The Organization, in partnership with the Lake Worth Community Redevelopment Agency (CRA), was one of only 56 awardees of the U.S. Department of Housing and Urban Development's Neighborhood Stabilization Program 2 (NSP2) national grant competition.

From 2010 through 2014, the Organization purchased and rehabilitated forty-one units of affordable housing. Since the award, a total of seventeen units were sold by the Organization to income-qualified households and twenty-four units were retained by the Organization and are currently being used as rentals for low-income families. In accordance with NSP2 guidelines, the units sold are deed restricted, protecting their affordability for a minimum of 15 years from the date of purchase. The rental units are also deed restricted, protecting their affordability, for 20 years from the date of completion of construction.

The temporarily restricted net assets under the NSP2 program as of June 30, 2017, consisted of the following:

Rental properties (24 units)	\$ 1,950,637
Less accumulated depreciation	<u>318,780</u>
Rental properties, net	1,631,857
Program income	<u>841,953</u>
Total restricted net assets under NSP2	<u>\$ 2,473,810</u>

Rental properties owned under the NSP2 program are included in the Consolidated Statement of Financial Position under the caption of property and equipment.

**7. Line of Credit**

The Organization has a \$350,000 line of credit with Sabadell Bank (Bank) that is collateralized by land, buildings, and improvements at 1712 2<sup>nd</sup> Avenue and 1717 3<sup>rd</sup> Avenue North. Interest is paid monthly at the Bank's prime rate, which was 4.25% as of June 30, 2017. There was no amount outstanding under the line of credit as of June 30, 2017.

**8. Capital Lease**

The Organization leases certain equipment under capital leases that expire at various dates through January 2022. The assets and liabilities under the capital lease were recorded at the lower of the present value of minimum lease payments or the fair value of the assets. The assets are amortized over the lower of their lease terms or their estimated useful lives. Amortization of equipment under capital lease is included in depreciation expense in the accompanying consolidated financial statements. Depreciation of assets under capital leases charged to expense during the year ended June 30, 2017 was \$23,400.

*For The Year Ended June 30, 2017*

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**8. Capital Lease, continued**

Minimum future lease payments under capital lease as of June 30, 2017 for each of the next five years and in the aggregate are:

<u>Year</u>	<u>Amount</u>
2018	\$ 23,305
2019	23,305
2020	8,877
2021	4,068
2022	<u>2,374</u>
Total obligation under capital lease	61,929
Less current portion	<u>23,305</u>
Long-term portion	<u>\$ 38,624</u>

**9. Loan Payable**

The following is a schedule of the Organization's loan payable:

Mortgage note payable to PNC Bank that is collateralized by land, buildings, and improvements at 1712 2 <sup>nd</sup> Avenue, with interest rate adjusted annually, 5.95% as of June 30, 2017. The note requires monthly payments of principal and interest until June 30, 2028.	\$ 168,682
Less current portion	<u>11,084</u>
Long-term portion	<u>\$ 157,598</u>

The approximate future maturities of this installment obligation are as follows:

<u>Year</u>	<u>Amount</u>
2018	\$ 11,084
2019	11,762
2020	12,481
2021	13,244
2022	14,054
Thereafter	<u>106,057</u>
	<u>\$ 168,682</u>

*For The Year Ended June 30, 2017*

**10. Restriction on Net Assets**

Unexpended temporarily restricted net assets are restricted for the following purposes as of June 30, 2017:

Housing Stabilization Program	\$ 38,000
Project Grow	121,474
Service Enriched Housing	45,500
Program Reach	45,000
NSP2	2,473,810
Season-to-Share	17,317
Capital projects	<u>4,249</u>
Total temporarily restricted net assets	<u>\$ 2,745,350</u>

**11. Net Assets Released from Restrictions**

Net assets were released from donor restrictions by incurring expenses or purchasing assets satisfying the restricted purposes. Satisfaction of program restrictions for the year ended June 30, 2017 are as follows:

Housing Stabilization Program	\$ 78,436
Project Grow	65,000
Service Enriched Housing	44,400
NSP2	63,756
Season-to-Share	18,334
Capital projects	<u>50,588</u>
Total net assets released from restrictions	<u>\$ 320,514</u>

**12. Special Events**

The Organization participated in several special events during the year. Special event revenues and expenses for the year ended June 30, 2017 were as follows:

	<u>Revenues</u>	<u>Direct Expenses</u>	<u>Net</u>
Tree Lighting	\$ 490,028	\$ 59,381	\$ 430,647
Golf Tournament	143,101	40,319	102,782
Others	<u>72,325</u>	<u>16,071</u>	<u>56,254</u>
Total	<u>\$ 705,454</u>	<u>\$ 115,771</u>	<u>\$ 589,683</u>

*For The Year Ended June 30, 2017*

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**13. Employee Tax Sheltered Retirement Plan and Other Employee Benefits**

The Organization sponsors a salary reduction contribution plan pursuant to Section 403(b) of the Internal Revenue Code. All employees are eligible to participate upon completion of one hour of service. Under the plan, employees may contribute a specified percentage of their salary or a fixed dollar amount to the plan. The Organization contributes a discretionary amount to the plan. For the year ended June 30, 2017, the discretionary amount was defined as 2% of an eligible employee's annual salary, once the employee had completed one year of service. The Organization's contribution to the plan for the year ended June 30, 2017 was \$36,049.

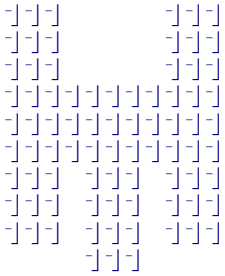
**14. Concentrations**

The Organization maintains its cash in bank deposit accounts, which, at times, may exceed federally insured limits. Accounts are guaranteed by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. As of June 30, 2017, there was approximately \$1,095,000 of uninsured deposits held in bank. The Organization has not experienced any losses on such accounts and management believes the Organization is not exposed to any significant credit risk arising from such balances.

**15. Subsequent Events**

Management has evaluated subsequent events through November 20, 2017, the date on which the consolidated financial statements were available to be issued, and determined the following additional disclosures was required to be presented in these consolidated financial statements..

A capital campaign, "Hope Begins with a Home", commenced in the Fall of 2017. The campaign is a fundraiser for the Organization's Third Avenue Homes project, which encompasses constructing townhomes and a community space on property owned by the Organization adjacent to the existing Lake Worth Family Resource Center campus. In addition to constructing new units of affordable housing, the project will also include a new program designed to assist families residing in the townhomes in becoming stable and self-sufficient. The focus of the program is education centric and the Organization will be partnering with the local elementary school with the goal of improving academic performance through the provision of stable and affordable housing.



# Holyfield & Thomas, LLC

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## 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

To the Board of Directors of  
Adopt-A-Family  
of the Palm Beaches, Inc.  
Lake Worth, Florida

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 consolidated financial statements of Adopt-A-Family of the Palm Beaches, Inc., which comprise the consolidated statement of financial position as of June 30, 2017, and the related consolidated statements of activities, cash flows, and functional expenses for the year ended, and the related notes to the consolidated financial statements, and have issued our report thereon dated November 20, 2017.

### ***Internal Control Over Financial Reporting***

In planning and performing our audit of the consolidated financial statements, we considered Adopt-A-Family of the Palm Beaches, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of Adopt-A-Family of the Palm Beaches, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Adopt-A-Family of the Palm Beaches, 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 a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity'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 deficiencies, significant deficiencies, or material weaknesses. Given those limitations, during an audit we did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above. However, material weaknesses may exist that have not been identified.



### ***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether Adopt-A-Family of the Palm Beaches, Inc.'s consolidated 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*.

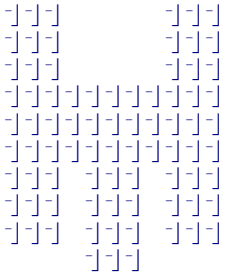
### ***Purpose of this Report***

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 in the effectiveness of Adopt-A-Family of the Palm Beaches, 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 Adopt-A-Family of the Palm Beaches, Inc.'s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended solely for the information and use of the board of directors, management, federal awarding agencies, and pass-through agencies and is not intended to be and should not be used by anyone other than these specified parties.

*Holyfield & Thomas, LLC*

West Palm Beach, Florida  
November 20, 2017



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## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors of  
Adopt-A-Family  
of the Palm Beaches, Inc.  
Lake Worth, Florida

### ***Report on Compliance for Each Major Federal Program***

We have audited Adopt-A-Family of the Palm Beaches, Inc.'s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Adopt-A-Family of the Palm Beaches, Inc.'s major federal programs for the year ended June 30, 2017. Adopt-A-Family of the Palm Beaches, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

### ***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of Adopt-A-Family of the Palm Beaches, Inc.'s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Adopt-A-Family of the Palm Beaches, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Adopt-A-Family of the Palm Beaches, Inc.'s compliance.

### ***Opinion on Each Major Federal Program***

In our opinion, Adopt-A-Family of the Palm Beaches, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2017.

### ***Report on Internal Control Over Compliance***

Management of Adopt-A-Family of the Palm Beaches, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Adopt-A-Family of the Palm Beaches, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Adopt-A-Family of the Palm Beaches, Inc.'s internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Holyfield & Thomas, LLC*

West Palm Beach, Florida  
November 20, 2017

For The Year Ended June 30, 2017

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**SECTION I – SUMMARY OF AUDITOR’S RESULTS**

*Consolidated Financial Statements*

Type of auditor’s report issued:	Unmodified
Internal control over financial reporting:	
Material weakness identified?	No
Significant deficiency(ies) identified that are not considered to be material weaknesses?	No
Noncompliance material to consolidated financial statements noted?	No

*Federal Awards*

Internal control over major programs:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified that are not considered to be material weaknesses?	No
Type of auditor’s report issued on compliance on major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	No
Major programs:	
CFDA Number(s)	14.235
Name of Federal Program or Cluster:	U.S. Department of Housing and Urban Development - Office of Community Planning and Development Supportive Housing Program
Dollar Threshold used to distinguish between type A and type B programs:	\$ 750,000
Auditee qualified as a low-risk auditee?	Yes

*For The Year Ended June 30, 2017*

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**SECTION II – CONSOLIDATED FINANCIAL STATEMENT FINDINGS**

There are no findings or questioned costs reported for the year ended June 30, 2017, relative to financial reporting for Adopt-A-Family of the Palm Beaches, Inc.

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

There are no findings or questioned costs reported for the year ended June 30, 2017, relative to federal awards for Adopt-A-Family of the Palm Beaches, Inc.

**CORRECTIVE ACTION PLAN**

There is no corrective action plan required, as there are no findings or question costs reported for the year ended June 30, 2017.

**PRIOR YEAR FINDINGS AND QUESTIONED COSTS**

There were no prior audit findings or questioned costs for the year ended June 30, 2016, relative to federal awards requiring action on the part of the auditee for that fiscal year.

**SUPPLEMENTARY INFORMATION**

**ADOPT-A-FAMILY  
OF THE PALM BEACHES, INC.**

**SCHEDULE OF EXPENDITURES  
OF FEDERAL AWARDS**

*For the Year Ended June 30, 2017*

<u>Federal Grantor/Pass-Through Grantor Program or Cluster Title</u>	<u>CFDA Number / Award Number</u>	<u>Federal Expenditures</u>
U.S. Department of Housing and Urban Development - Office of Community Planning and Development		
Supportive Housing Program:	14.235 /	
Project SAFE II	FL0288L4D051508	\$ 149,421
Project SAFE II	FL0288L4D051609	46,574
Bridges to Success	FL0275L4D051406	41,189
Bridges to Success	FL0275L4D051507	190,196
A Place Called Home	FL0393L4D051403	41,877
Passed through from Palm Beach County Housing and Community Development:		
Emergency Solutions Grants Program:	14.231 /	
Emergency Solutions Grant	R2015-1244	45,537
Emergency Solutions Grant	R2016-1475	<u>237,922</u>
Total federal expenditures		<u><u>\$ 752,716</u></u>

*See independent auditor's report and accompanying notes to  
Schedule of Expenditures of Federal Awards.*

*For The Year Ended June 30, 2017*

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1. **Basis of Presentation**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Adopt-A-Family of the Palm Beaches, Inc. and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

*See independent auditor's report.*



**ADOPT-A-FAMILY  
OF THE PALM BEACHES, INC.**

***For the Year Ended June 30, 2017***

	<u>Bridges to Success</u>	<u>Project GROW</u>	<u>Homeless Resource Center</u>	<u>Housing Stabilization Program</u>	<u>NSP2</u>
Salaries	\$ 8,912	\$ 274,393	\$ 702,559	\$ 264,214	\$ 63,431
Employee benefit	241	62,900	140,693	64,839	15,980
Payroll taxes	571	19,967	50,602	19,555	4,871
	<u>9,724</u>	<u>357,260</u>	<u>893,854</u>	<u>348,608</u>	<u>84,282</u>
Advertising and recruitment	-	671	1,485	552	27
Building maintenance	-	13,848	130	1,940	21,717
Equipment rental and purchases	-	2,166	-	80	300
Insurance expense	-	12,776	18,524	12,362	21,710
Membership dues	-	825	1,533	238	577
Office supplies	23	4,040	9,187	5,207	752
Other expenses	78	814	115	65	135
Postage	-	170	221	147	33
Printing	-	252	594	250	84
Professional fees	4	11,474	30,216	11,122	4,661
Program supplies	-	2,057	-	-	-
Property and sales tax	-	488	729	493	10,355
Rent	-	140	373	142	46
Specific assistance	227,131	17,107	1,029,430	308,994	7,118
Telephone	-	1,357	3,050	1,367	513
Training and development	-	1,962	10,172	7,114	566
Travel and transportation	-	1,020	8,786	1,275	72
Utilities	-	5,182	-	5,182	1,668
	<u>236,960</u>	<u>433,609</u>	<u>2,008,399</u>	<u>705,138</u>	<u>154,616</u>
Depreciation	-	21,100	-	9,685	66,782
Total expenses	<u>\$ 236,960</u>	<u>\$ 454,709</u>	<u>\$ 2,008,399</u>	<u>\$ 714,823</u>	<u>\$ 221,398</u>

*See independent auditor's report.*

**CONSOLIDATED SCHEDULE OF  
PROGRAM EXPENSES**

A Place Called Home	Project S.A.F.E.	Service Enriched Housing	CLT / Wiley Reynolds Apartments	Mental Health Wellness	Program REACH	Total Program Expenses
\$ 18,417	\$ 239,209	\$ 95,328	\$ 16,748	\$ 56,631	\$ 258,645	\$ 1,998,487
2,884	63,280	20,646	7,938	8,973	24,138	412,512
1,442	17,842	7,293	1,351	4,037	19,991	147,522
<u>22,743</u>	<u>320,331</u>	<u>123,267</u>	<u>26,037</u>	<u>69,641</u>	<u>302,774</u>	<u>2,558,521</u>
-	112	31	10	-	1,281	4,169
959	84,094	58,561	9,576	245	15,551	206,621
-	880	-	-	-	-	3,426
641	24,306	12,248	6,803	1,606	14,871	125,847
12	1,946	658	85	32	684	6,590
86	3,998	903	458	791	9,289	34,734
-	405	378	35	182	53	2,260
16	151	67	34	15	93	947
8	251	104	47	35	513	2,138
536	19,072	6,044	2,381	5,510	17,240	108,260
-	-	-	-	-	-	2,057
-	5,780	5,967	1,579	69	308	25,768
-	141	58	24	21	12,498	13,443
39,649	58,568	31,829	8,231	36	56,325	1,784,418
7	6,747	1,436	329	380	7,727	22,913
10	2,590	533	305	788	2,534	26,574
31	2,295	558	181	839	1,987	17,044
-	7,403	6,597	1,681	648	-	28,361
64,698	539,070	249,239	57,796	80,838	443,728	4,974,091
563	97,871	70,349	75,053	1,211	6,625	349,239
<u>\$ 65,261</u>	<u>\$ 636,941</u>	<u>\$ 319,588</u>	<u>\$ 132,849</u>	<u>\$ 82,049</u>	<u>\$ 450,353</u>	<u>\$ 5,323,330</u>

*See independent auditor's report.*