Assistance League<sup>®</sup> of Garden Grove

Reviewed Financial Statements May 31, 2019



#### **Independent Accountant's Review Report**

The Board of Directors of Assistance League of Garden Grove:

I have reviewed the accompanying financial statements of Assistance League of Garden Grove (the Organization) (a nonprofit organization), which comprise the statement of financial position as of May 31, 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. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

#### 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 the financial statements that are free from material misstatement whether due to fraud or error.

#### Accountant's Responsibility

My responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion.

#### **Accountant's Conclusion**

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

I previously reviewed Assistance League of Garden Grove's May 31, 2018 financial statements and in my reported dated December 11, 2018, stated that based on my procedures, I was not aware of any material modifications that should be made to the May 31, 2018 financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

Time Duck

January 13, 2020 Hermosa Beach, CA

# ASSISTANCE LEAGUE OF GARDEN GROVE STATEMENT OF FINANCIAL POSITION MAY 31, 2019 (With Comparative Totals for 2018)

		 2019		2018
ASSETS				
Cash and cash equivalent	S	\$ 220,214	9	\$ 203,150
Prepaid expenses		8,343		8,036
Inventory		39,412		31,254
Investments		134,375		133,732
Property and equipment,	net	86,116		87,857
	TOTAL ASSETS	 488,460		464,029
LIABILITIES				
Accounts payable		6,275		3,378
Deferred revenue		 2,785		3,465
	TOTAL LIABILITIES	 9,060		6,843
NET ASSETS				
Without restrictions		477,316		455,269
With restrictions		 2,084		1,917
	TOTAL NET ASSETS	479,400		457,186
		 488,460	_	464,029

#### ASSISTANCE LEAGUE OF GARDEN GROVE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED MAY 31, 2019 (With Comparative Totals for 2018)

	Yea			
	Without Restrictions	With Restrictions	Total	2018 Total
SUPPORT AND REVENUES				
Fundraising:				
Thrift shop revenue:				
Contributions of merchandise	\$ 84,910	\$-	\$ 84,910	\$ 62 <i>,</i> 933
Sales of donated merchandise	80,873	-	80,873	62,785
Less: Value of merchandise sold	(80,873)		(80,873)	(62,785)
Net revenue from thrift shop	84,910		84,910	62,933
Special events revenue	14,436	-	14,436	22,257
Less: Direct cost	(3,194)	-	(3,194)	(4,176)
Net revenue from special events	11,242	-	11,242	18,081
Contributions and grants	16,319	167	16,486	9,354
Membership	5,621		5,621	7,491
Program service revenue	120	-	120	723
Investment income	962	-	962	555
Other income	950		950	800
TOTAL SUPPORT AND REVENUES	120,124	167	120,291	99,937
EXPENSES				
Program services:				
Operation School Bell®	39,022	-	39,022	25,267
Dental Health Center	-	-	-	15,367
Others	15,422		15,422	2,004
Total program service expenses	54,444		54,444	42,638
Supporting services:				
Fundraising:				
Thrift shop	23,112	-	23,112	23,172
Other special event costs	658	-	658	525
Management and general	17,870	-	17,870	17,220
Membership development	1,993		1,993	2,520
Total supporting services expenses	43,633	-	43,633	43,437
TOTAL EXPENSES	98,077	-	98,077	86,075
CHANGE IN NET ASSETS	22,047	167	22,214	13,862
NET ASSETS AT BEGINNING OF YEAR	455,269	1,917	457,186	443,324
NET ASSETS AT END OF YEAR	477,316	2,084	479,400	457,186

### ASSISTANCE LEAGUE OF GARDEN GROVE STATEMENT OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED MAY 31, 2019 (With Comparative Totals for 2018)

		Program Serv	vices			Support	ing Services			
	Operation School Bell	Other	Total Program Services	Thrift Shop	Special Events	Mgmt & General	Membership Development	Total Supporting Services	Year Ended May 31, 2019 Total Expenses	Year Ended May 31, 2018 Total Expenses
Program supplies	\$ 33,816	\$ 3,484	\$ 37,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,300	\$ 19,884
Occupancy:										
Utilities	1,190	3,571	4,761	9,672	-	446	-	10,118	14,879	14,199
Repairs and maintenance	1,409	1,842	3,251	3,792	-	3,792	-	7,584	10,835	10,679
Property taxes	619	809	1,428	1,666	-	1,666	-	3,332	4,760	4,702
Depreciation	457	597	1,054	1,230	-	1,230	-	2,460	3,514	3,443
Insurance	1,279	1,673	2,952	3,445	-	3,640	-	7,085	10,037	9,708
Licenses & taxes	-	-	-	-	-	190	-	190	190	436
Postage	-	-	-	-	-	145	-	145	145	102
Professional services	-	3,150	3,150	-	-	4,350	-	4,350	7,500	11,650
Public relations and advertising	-	-	-	206	-	-	-	206	206	1,022
National conference and meetings	-	-	-	-	-	769	-	769	769	3,367
National dues	-	-	-	-	-	-	1,400	1,400	1,400	2,520
Security	78	102	180	210	-	210	-	420	600	598
Supplies	86	112	198	2,691	658	1,101	123	4,573	4,771	2,869
Other	88	82	170	200	3,194	331	470	4,195	4,365	5,072
Total expenses	39,022	15,422	54,444	23,112	3,852	17,870	1,993	46,827	101,271	90,251
Less expenses included with										
revenue on statement of activities					(3,194)			(3,194)	(3,194)	(4,176)
TOTAL EXPENSES	39,022	15,422	54,444	23,112	658	17,870	1,993	43,633	98,077	86,075

# ASSISTANCE LEAGUE OF GARDEN GROVE STATEMENT OF CASH FLOWS May 31, 2019 (With Comparative Totals for 2018)

	2019	2018
Cash flows from operating activities:		
Change in net assets	\$ 22,214	\$ 13,862
Adjustments to reconcile change in net assets to net		
cash provided by operating activities:		
Depreciation	3,514	3,443
(Increase) decrease in accounts receivable	-	7,335
(Increase) decrease in prepaid expenses	(307)	(50)
(Increase) decrease in inventories	(8,158)	(2,558)
Increase (decrease) in accounts payable	2,897	1,164
Increase (decrease) in deferred revenue	(680)	(180)
Net cash provided by operating activities	 19,480	 23,016
Cash flows from investing activities:		
Expenditures for building improvements	(1,773)	-
Reinvestment into certificates of deposit	 (643)	(330)
Net cash used by investing activities	 (2,416)	 (330)
Net increase in cash and cash equivalents	17,064	22,686
Cash and cash equivalents at beginning of year	 203,150	 180,464
Cash and cash equivalents at end of year	 220,214	 203,150
SUPPLEMENTAL CASH FLOW INFORMATION: Noncash contributions	\$ 89,142	\$ 68,009

### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### Nature of Activities

Assistance League of Garden Grove (the Chapter) is a nonprofit corporation and is a chartered chapter of National Assistance League. The accompanying financial statements include the activities of Assistance League of Garden Grove. The Chapter provides the following programs:

- **Operation School Bell**<sup>•</sup> provides new clothing, shoes, and grooming items to elementary school students in the Garden Grove School District.
- Other Programs include but are not limited to Save Our Sight which provides free eye examinations to elementary school children in the Garden Grove Unified School District and G.G. Bears which provides new plush teddy bears to police, fire, and ambulance agencies for distribution to children in trauma situations.

The Chapter's support and revenues come primarily from contributions and other fundraising efforts including unique events and operation of a thrift shop. The Chapter operates in Garden Grove, California and is dependent upon the local economy. For its fiscal year ending 2019, 71% of the Chapter's net revenue was earned from operation of its thrift shop.

### **Basis of Accounting and Presentation**

The financial statements of the Chapter have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America and with the provisions of Accounting Standards Codification (ASC) 958, *Not-for-Profit Entities*. Under ASC 958, the Chapter is required to report information regarding its financial position and activities in two classes of net assets as follows:

- *Net assets without donor restrictions* are net assets not subject to donor-imposed restrictions.
- Net assets with donor restrictions are net assets subject to stipulations imposed by donors or law. Some donor restrictions are temporary in nature; those restrictions will be met by action of the Chapter or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

#### Change in Accounting Principle

In August 2016, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2016-14, *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, availability of resources, and the lack of consistency in the type of information provided about expenses and investment return. The Chapter has adopted ASU 2016-14 for the year ended May 31, 2019 and has adjusted the presentation of these statements accordingly. The ASU has been applied retrospectively.

### Cash and Cash Equivalents

Cash and cash equivalents consist of highly liquid financial instruments with original maturities of three months or less, which are neither held for nor restricted by donors for long-term purposes.

### Promises to Give and Accounts Receivable

Unconditional promises to give are recognized as contributions in the period received and as assets, decreases in liabilities, or expenses depending on the form of the benefit received. Promises to give and accounts receivable are recorded at net realizable value if they are expected to be collected within one year and at net present value if they are expected to be collected in more than one year. Conditional promises to give are recognized when the conditions on which they depend are substantially met. At May 31, 2019, the Chapter had no promises to give or accounts receivable.

### <u>Inventory</u>

The Chapter maintains an inventory of new clothes and teddy bears for use in its programs. This philanthropic inventory is stated at the lower of cost or market determined by the first-in, first-out method. The Chapter also maintains an inventory of gently used clothing and household items, donated by Chapter members and others, for resale which is stated at its estimated fair value.

#### **Investments**

The Chapter's investment holdings as of May 31, 2019 consist of certificates of deposit with original maturities greater than three months which are carried at fair market value in the statement of financial position. Restricted investment income whose restrictions are met in the same period the income is recognized is reported as unrestricted revenue. In 2019, the Chapter's restricted assets included no donor imposed restrictions on the use of investment income.

## Concentrations of Credit and Market Risk

Financial instruments that potentially expose the Chapter to concentrations of credit and market risk consist primarily of cash, cash equivalents, and investments. Cash, cash equivalents, and investments are maintained at high-quality financial institutions and accounts at each institution are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. At May 31, 2019, the Chapter had no uninsured balances.

#### Property and Equipment

The acquisition of property and equipment and expenses for repairs, maintenance, renewals, and betterments that materially prolong the useful lives of assets in excess of \$500 are capitalized. Property and equipment are stated at cost or at the fair value at the date of donation in the case of donated assets. The Chapter provides for depreciation of property and equipment by use of the straight-line method over the estimated useful lives as follows:

Building and improvements	15 to 30 years
Furniture, fixtures, and equipment	5 to 15 years

### Property and Equipment (continued)

Property and equipment are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. Repair and maintenance costs are charged to operating expense as incurred. There were no impairment charges in fiscal year 2019.

### Deferred Revenue

Revenue collected prior to the fiscal year to which it is applied is deferred and recognized over the periods to which it relates.

### Contributions

All contributions are considered to be available for use unless specifically restricted by the donor. Contributions received that are designated for future periods or restricted by the donor for specific purposes are reported as net assets with restrictions. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with restrictions are reclassified to net assets without restrictions and reported in the statement of activities as net assets released from restrictions. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as support without restrictions.

### **Donated Services**

A significant portion of the Chapter's functions and programs are conducted by unpaid volunteers. The value of this contributed time is not reflected in the accompanying financial statements since the services do not require specialized skills. During the year ended May 31, 2019, these volunteers donated approximately 14,654 hours with an estimated value of \$377,780. This value was computed using an estimated hourly rate of \$25.78, based upon the average hourly earnings of nonagricultural workers for the time period of \$23.02, as determined by the U.S. Department of Labor's Bureau of Labor Statistics, plus 12% for estimated fringe benefits.

## Tax Status

The Chapter is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. In addition, the Chapter qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization that is not a private foundation under Section 509(a)(2). The Chapter is also exempt from state income taxes under Section 23701(d) of the Revenue and Taxation Code of the State of California.

The Chapter has applied the provisions of FASB's ASC 740, *Accounting for Uncertainty in Income Taxes*. Under ASC 740, nonpublic enterprises, including nonprofit organizations, are required to record a tax liability when substantial uncertainties exist as to whether certain income is exempt from federal, state, and local income tax. As of May 31, 2019, the Chapter had no uncertain income tax positions. The Chapter's federal returns are subject to examination by federal taxing authorities, generally for three years after they are filed and state returns are subject to examination by state taxing authorities, generally for four years after they are filed.

#### Fair Value Measurements

The Chapter has determined the fair value of certain assets in accordance with the provisions of ASC 820 *Fair Value Measurements*. ASC 820 provides a comprehensive definition of fair value for both assets and liabilities and also establishes a hierarchy, under generally accepted accounting principles, for measuring fair value. ASC 820 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

- Level I inputs are quoted prices in active markets for identical assets or liabilities that the reporting entity has the ability to access at the measurement date.
- Level II inputs are inputs other than quoted prices included within Level I that are observable for the related asset or liability, quoted prices in markets that are not active, or other observable inputs that can be corroborated by observable market data.
- Level III inputs are unobservable inputs that are supported by little or no market activity and that are significant to the fair value of the related asset or liability.

# **Comparative Financial 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 generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Chapter's financial statements for the year ended May 31, 2018, from which the summarized information was derived.

## Use of Estimates

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

## Expense Allocation

The costs of providing various programs and other activities have been summarized on a functional basis in the statement of activities and the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

## NOTE 2 – CASH AND CASH EQUIVALENTS

Cash and cash equivalents at May 31, 2019 consist of the following:

Checking account		\$ 158,537
Money market account		61,320
Other		357
7	Total cash and cash equivalents	220,214

As of May 31, 2019, the cash balance includes of \$2,084 of net assets held with restrictions.

### **NOTE 3 – PREPAID EXPENSES**

Prepaid expenses at May 31, 2019 consist of the following:

Insurance		\$ 8,343
	Total prepaid expenses	8,343

### **NOTE 4 – INVENTORY**

Inventories at May 31, 2019 consist of the following:

Used clothing & household items held fo	r resale	\$ 25,494
New material for use in programs		13,918
	Total inventory	39,412

#### **NOTE 5 – INVESTMENTS**

Investments are stated at fair value and consist of the following at May 31, 2019:

	Without	With	
	Restrictions	Restrictions	Total
Certificates of deposit	\$ 134,375	\$ -	\$ 134,375
Total investments	134,375	-	134,375

Investment return for the year ended May 31, 2019 is summarized as follows:

	Without	With	
	Restrictions	Restrictions	Total
Interest	\$ 962	\$-	\$ 962
Total investment return	962		962

## NOTE 6 – PROPERTY AND EQUIPMENT

Property and equipment consist of the following at May 31, 2019:

Land	\$ 65,923
Land improvements	29,794
Building and improvements	228,700
Furniture, fixtures, and equipment	77,654
	402,071
Less: Accumulated depreciation	315,955
Total property and equipment, net	86,116

### NOTE 7 – NET ASSETS

At May 31, 2019, net assets were restricted by donors as follows:

Net assets without restrictio	ins:	
Undesignated		\$ 477,316
	Net assets without restrictions	477,316
Net assets with restrictions:		
Programs		2,084
	Net assets with restrictions	2,084
	Total net assets	479,400

## NOTE 8 – LIQUIDITY

The Chapter regularly monitors liquidity required to meet its operating needs and other contractual commitments, while also striving to optimize its available funds. As of May 31, 2019, the following financial assets could readily be made available within one year of the balance sheet date to meet general expenditures:

Financial assets as of May 31, 2019	\$ 354,589
Less: Net assets with restrictions	2,084
Financial assets available at year end for current use	352,505

Since the total above is limited to financial assets it does not include the Chapter's thrift shop inventory of \$25,494 that will likely be converted to cash and available for general expenditures during the normal course of next year's operations.

### NOTE 9 – SPECIAL EVENTS AND ACTIVITIES

The Chapter conducts various fundraising events to help fund current operations. The revenue and related expenses from such events for the year ending May 31, 2019 are as follows:

Event/Activity	Revenue	Direct Benefit	Other Costs	Net Revenue
Baskets and Bargains	\$ 8,094	\$ 1,000	\$ 137	\$ 6,957
Strawberry Festival	4,236	2,194	460	1,582
Other	2,106		61	2,045
Total events and activities	14,436	3,194	658	10,584

### **NOTE 10 – FUNCTIONAL EXPENSES**

The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. These expenses require allocation on a reasonable basis that is consistently applied. Expenses allocated on a square-footage and usage basis include depreciation, utilities, building maintenance, building insurance, repairs, property taxes, technology, and minor equipment.

## NOTE 11 – NONCASH CONTRIBUTIONS

During the year ended May 31, 2019, contributions of thrift shop merchandise and other in-kind contributions have been reflected in the financial statements as follows:

Thrift shop merchandise		\$ 84,910
Program supplies		4,232
	Total noncash contributions	89,142

## NOTE 12 – FAIR VALUE MEASUREMENTS

Assets carried at fair value on a recurring basis at May 31, 2019 are as follows:

		Quoted Prices in Active	Other Observable	Unobservable
	Fair Value	Markets	Inputs	Inputs
	May 31, 2019	(Level I)	(Level II)	(Level III)
Investments	\$ 134,375	\$ -	\$ 134,375	\$ -
Donated inventory held for resale	25,494		25,494	
Total assets measured at fair value	159,869		159,869	

Level II: Investments consist of certificates of deposit that are carried at cost plus accrued interest which approximates fair value. Inventory held for resale is carried at fair value based on a market approach of establishing the selling price of similar items based on recent sales.

The carrying values of cash, cash equivalents, and accrued liabilities are considered to approximate the fair value of such as of May 31, 2019 based on the short-term maturity of these financial instruments.

### NOTE 13 – NEW ACCOUNTING STANDARDS

Revenue Recognition – In May 2014, FASB issued ASU 2014-09, *Revenue from Contracts with Customers*, which supersedes most of the current revenue recognition requirements. ASU No. 2014-09 is effective for fiscal years beginning after December 15, 2018. The guidance permits the use of either a retroactive or cumulative effect transition method. The Chapter is evaluating the effects the adoption of the statement will have on the financial statements.

Contributions – In June 2018, FASB issued ASU No. 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made.* The amendments in this update will impact how an entity evaluates whether transactions should be accounted for as contributions within the scope of Topic 958, or as exchange transactions and determining whether a contribution is conditional. ASU No. 2018-08 is effective for fiscal years beginning after December 15, 2018. The Chapter is evaluating the effect the adoption of the statement will have on the financial statements.

### NOTE 14 – EVALUATION OF SUBSEQUENT EVENTS

The Chapter has evaluated subsequent events through January 13, 2020, the date which the financial statements were available to be issued. Based upon this evaluation, it was determined that no other subsequent events occurred that require the recognition or additional disclosure in the financial statements.