

SHENANDOAH WOMEN'S CENTER, INC.

FINANCIAL STATEMENTS

For the Years Ended June 30, 2017 and 2016

DHHR - Finance
JUN 14 2018
Date Received

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DECKER & COMPANY PLLC
CERTIFIED PUBLIC ACCOUNTING

Warm Springs Business Center • 64 Warm Springs Avenue • Martinsburg, WV 25404

**INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

To the Board of Directors
Shenandoah Women's Center, Inc.

Report on the Financial Statements

We have audited the accompanying financial statements of Shenandoah Women's Center, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2017 and 2016, and the related statements of activities, functional expenses, and cash flows for the years 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Shenandoah Women's Center, Inc. as of June 30, 2017 and 2016, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The

accompanying schedules of federal awards and state grant receipts and expenditures are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 9, 2018, on our consideration of Shenandoah Women's Center, 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 Shenandoah Women's Center, Inc.'s internal control over financial reporting and compliance.

Decker & Company PLLC

January 9, 2018

DHHR - Finance

JUN 14 2018

Date Received

Shenandoah Women's Center, Inc.
STATEMENTS OF FINANCIAL POSITION
 June 30, 2017 and 2016

ASSETS			
	<u>2017</u>	<u>2016</u>	
Current Assets			
Cash	\$ 192,671	\$ 164,166	
Grants receivable	98,824	54,652	
Prepaid expenses	<u>3,579</u>	<u>2,187</u>	
Total current assets	<u>295,074</u>	<u>221,005</u>	
Property and equipment, net	<u>74,221</u>	<u>93,702</u>	
Total assets	<u>\$ 369,295</u>	<u>\$ 314,707</u>	
LIABILITIES			
Current Liabilities			
Current maturities of notes payable	\$ 5,137	\$ 4,663	
Accounts payable	14,759	10,116	
Accrued wages	17,851	15,122	
Accrued payroll taxes	8,446	3,292	
Accrued compensated absences	<u>6,592</u>	<u>5,329</u>	
Total current liabilities	<u>52,785</u>	<u>38,522</u>	
Long-term Liabilities			
Notes payable (net of current portion)	<u>48,467</u>	<u>53,829</u>	
Total liabilities	<u>101,252</u>	<u>92,351</u>	
NET ASSETS			
Unrestricted	263,133	217,860	
Temporarily restricted	<u>4,910</u>	<u>4,496</u>	
Total net assets	<u>268,043</u>	<u>222,356</u>	
Total liabilities and net assets	<u>\$ 369,295</u>	<u>\$ 314,707</u>	

The accompanying notes are an integral part of the financial statements.

Shenandoah Women's Center, Inc.
STATEMENTS OF ACTIVITIES
For the year ended June 30, 2017

	Unrestricted	Temporarily Restricted	Total
REVENUES AND SUPPORT			
Federal financial assistance	\$ 415,888	\$ -	\$ 415,888
State financial assistance	262,603	-	262,603
Federated agencies	19,220	-	19,220
Donations - individual and corporate	48,478	5,647	54,125
In-Kind Donations	74,780	-	74,780
Bequests	4,575	-	4,575
Special events (net of \$7,840 direct expenses)	8,987	-	8,987
Other income	4,416	-	4,416
Gain on Sale of Building	19,506	-	19,506
Net assets released from restriction:			
Satisfaction of purpose restriction	5,233	(5,233)	-
Total revenues and support	863,686	414	864,100
EXPENSES			
Program services			
Protective Services for Adults and Children - Domestic Violence Services	393,583	-	393,583
Foundation for Rape and Information Services	27,024	-	27,024
Sexual Assault Service Program (SASP)	29,525	-	29,525
Violence Against Women	22,027	-	22,027
LAV	6,559	-	6,559
CDBG	3,859	-	3,859
Victims of Crime Assistance	226,215	-	226,215
Total program services	708,792	-	708,792
Supporting services			
Management and general	78,663	-	78,663
Fundraising	30,958	-	30,958
Total supporting services	109,621	-	109,621
Total expenses	818,413	-	818,413
Change in net assets	45,273	414	45,687
Net assets, beginning of year	217,860	4,496	222,356
Net assets, end of year	\$ 263,133	\$ 4,910	\$ 268,043

The accompanying notes are an integral part of the financial statements.

Shenandoah Women's Center, Inc.
STATEMENTS OF ACTIVITIES
For the year ended June 30, 2016

	Unrestricted	Temporarily Restricted	Total
REVENUES AND SUPPORT			
Federal financial assistance	\$ 241,125	\$ -	\$ 241,125
State financial assistance	236,884	-	236,884
Federated agencies	19,815	-	19,815
Donations - individual and corporate	30,634	3,461	34,095
In-Kind Donations	66,011	-	66,011
Bequests	3,600	-	3,600
Special events (net of \$10,823 direct expenses)	14,600	-	14,600
Other income	8,111	-	8,111
Net assets released from restriction:			
Satisfaction of purpose restriction	-	-	-
Total revenues and support	620,780	3,461	624,241
EXPENSES			
Program services			
Protective Services for Adults and Children - Domestic Violence Services	373,193	-	373,193
Foundation for Rape and Information Services	40,232	-	40,232
Sexual Assault Service Program (SASP)	24,744	-	24,744
Violence Against Women	22,624	-	22,624
LAV	5,796	-	5,796
CDBG	4,089	-	4,089
Victims of Crime Assistance	93,610	-	93,610
Total program services	564,288	-	564,288
Supporting services			
Management and general	62,291	-	62,291
Fundraising	24,520	-	24,520
Total supporting services	86,811	-	86,811
Total expenses	651,099	-	651,099
Change in net assets	(30,319)	3,461	(26,858)
Net assets, beginning of year	248,179	1,035	249,214
Net assets, end of year	\$ 217,860	\$ 4,496	\$ 222,356

The accompanying notes are an integral part of the financial statements.

Shenandoah Women's Center, Inc.
STATEMENTS OF FUNCTIONAL EXPENSES
For the year ended June 30, 2017

	Protective Services for Adults and Children - Domestic Violence Services	Foundation for Rape and Information Services	FRIS Sexual Assault Service Prog.	Violence Against Women	LAV	CDBG	Victims of Crime Assistance	Total Program Services	Management and General	Fundraising	Total
Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,177	\$ -	\$ 3,177
Audit and accounting	6,413	-	-	-	-	-	-	6,413	337	-	6,750
Bank Fees	-	-	-	-	-	-	-	-	1,090	-	1,090
Client expense/ allowances	21,250	-	-	-	-	-	-	21,250	-	-	21,250
Conferences and training	18,668	-	-	-	-	-	-	18,668	-	-	18,668
Contracted services	767	-	-	-	-	-	-	767	-	-	767
Depreciation	8,780	-	-	-	-	-	-	8,780	978	-	9,758
Donations-In Kind Items	74,780	-	-	-	-	-	-	74,780	-	-	74,780
Dues	755	-	-	-	-	-	-	755	252	-	1,007
Employee benefits	14,296	2,502	2,765	2,048	615	358	20,948	43,530	4,304	2,581	50,395
Equipment rents and maintenance	5,600	-	-	-	-	-	-	5,600	305	-	6,105
Food	15,871	-	-	-	-	-	-	15,871	-	-	15,871
Insurance	7,089	-	-	-	-	-	-	7,089	373	-	7,462
Interest	2,755	-	-	-	-	-	-	2,755	308	-	3,063
Miscellaneous	-	-	-	-	-	-	-	-	2,368	-	2,368
Occupancy	41,030	-	-	-	-	-	-	41,030	2,159	-	43,189
Operating supplies	8,950	-	-	-	-	-	-	8,950	1,053	527	10,530
Postage	272	-	-	-	-	-	-	272	543	271	1,086
Printing and publications	254	-	-	-	-	-	-	254	509	255	1,017
Salaries and wages	140,850	24,622	28,760	19,979	5,844	3,501	205,289	426,825	51,921	25,066	503,642
Security	5,222	-	-	-	-	-	-	5,222	-	-	5,222
Telephone and communications	11,242	-	-	-	-	-	-	11,242	8,993	2,248	22,483
Travel	8,739	-	-	-	-	-	-	8,739	-	-	8,739
Total	\$ 393,583	\$ 27,024	\$ 29,525	\$ 22,027	\$ 6,559	\$ 3,859	\$ 226,215	\$ 708,792	\$ 78,863	\$ 30,858	\$ 818,413

The accompanying notes are an integral part of the financial statements.

Shenandoah Women's Center, Inc.
STATEMENTS OF FUNCTIONAL EXPENSES
For the year ended June 30, 2018

	Protective Services for Adults and Children - Domestic Violence Services	Foundation for Rape and Information Services	FRIS Sexual Assault Service Prog.	Violence Against Women	LAV	CDBG	Victims of Crime Assistance	Total Program Services	Management and General	Fundraising	Total
Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,003	\$ -	\$ 3,003
Audit and accounting	6,413	-	-	-	-	-	-	6,413	337	-	6,750
Bank Fees	-	-	-	-	-	-	-	-	648	-	648
Client expense/ allowances	8,248	-	-	-	-	-	-	8,248	-	-	8,248
Conferences and training	11,875	-	-	-	-	-	-	11,875	-	-	11,875
Contracted services	1,580	-	-	-	-	-	-	1,580	-	-	1,580
Depreciation	8,314	-	-	-	-	-	-	8,314	1,035	-	10,349
Donations-In Kind Items	68,011	-	-	-	-	-	-	68,011	-	-	68,011
Dues	595	-	-	-	-	-	-	595	198	-	793
Employee benefits	18,561	3,963	2,481	2,253	584	417	9,219	35,458	4,172	2,085	41,715
Equipment rents and maintenance	5,898	-	-	-	-	-	-	5,898	300	-	5,998
Food	13,780	-	-	-	-	-	-	13,780	-	-	13,780
Insurance	7,002	-	-	-	-	-	-	7,002	369	-	7,371
Interest	2,044	-	-	-	-	-	-	2,044	227	-	2,271
Miscellaneous	-	-	-	-	-	-	-	-	1,588	-	1,588
Occupancy	29,718	-	-	-	-	-	-	29,718	1,564	-	31,282
Operating supplies	13,171	-	-	-	-	-	-	13,171	1,549	775	15,495
Postage	255	-	-	-	-	-	-	255	508	254	1,017
Printing and publications	240	-	-	-	-	-	-	240	480	240	960
Salaries and wages	153,579	38,289	22,283	20,371	5,212	3,872	84,391	325,777	38,327	18,164	383,268
Security	4,932	-	-	-	-	-	-	4,932	-	-	4,932
Telephones and communications	10,010	-	-	-	-	-	-	10,010	8,008	2,002	20,020
Travel	12,387	-	-	-	-	-	-	12,387	-	-	12,387
Total	\$ 373,193	\$ 40,232	\$ 24,744	\$ 22,824	\$ 5,798	\$ 4,089	\$ 93,610	\$ 564,288	\$ 62,291	\$ 24,520	\$ 651,099

The accompanying notes are an integral part of the financial statements.

Shenandoah Women's Center, Inc.
STATEMENTS OF CASH FLOWS
For the years ended June 30, 2017 and 2016

	<u>2017</u>	<u>2016</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 45,687	\$ (26,858)
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities:		
Depreciation	9,756	10,349
Gain on sale of real estate	(19,506)	-
(Increase) decrease in grants receivable	(44,172)	11,585
Decrease in other receivable	-	2,375
(Increase) in prepaid expenses	(1,392)	(999)
Increase in accounts payable and accrued expenses	9,799	956
Increase (decrease) in accrued compensated absences	3,992	(665)
	<u>4,164</u>	<u>(3,257)</u>
Net cash provided by (used in) operating activities		
CASH FLOWS FROM INVESTING ACTIVITIES		
Proceeds from sale of real estate (net)	37,244	-
Property and equipment additions	(8,014)	(1,695)
	<u>29,230</u>	<u>(1,695)</u>
Net cash provided by (used in) investing activities		
CASH FLOWS FROM FINANCING ACTIVITIES		
Principal payments on notes payable	(4,889)	(8,354)
	<u>(4,889)</u>	<u>(8,354)</u>
Net cash (used in) financing activities		
Increase (decrease) in cash and cash equivalents	28,505	(13,306)
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>164,166</u>	<u>177,472</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$ 192,671</u>	<u>\$ 164,166</u>
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:		
Interest paid	<u>\$ 3,061</u>	<u>\$ 2,271</u>

The accompanying notes are an integral part of the financial statements.

Shenandoah Women's Center, Inc.
NOTES TO FINANCIAL STATEMENTS
June 30, 2017 and 2016

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization and Nature of Activities

Shenandoah Women's Center, Inc. is a non-stock, non-profit corporation organized under the laws of the State of West Virginia and has been operating since 1977. The purpose of the Organization is to provide various services to victims and survivors of domestic violence, sexual assault, incest, and childhood abuse and to enhance their safety, offer support, and promote empowerment.

The Organization relies on federal and state financial assistance to provide for its continuing operations.

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.

Basis of Presentation

Financial statement presentation follows the requirements of the Not-for-Profit Presentation of Financial Statements Topic of the FASB Accounting Standards Codification. Under the Standards, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. There were no permanently restricted net assets at June 30, 2017 and 2016.

Revenue Recognition

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions.

All donor-restricted contributions are reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities as net assets released from restrictions.

Contributed Services

The Organization receives a substantial amount of services donated by its volunteers in carrying out the Organization's mission. No amounts have been reflected in the financial statements for those services since they do not meet the criteria for recognition under the Not-for-Profit Entities Revenue Recognition Topic of the FASB Accounting Standards Codification.

Grants

Grants received by the Organization to provide for operations represent exchange transactions whereby the Organization must provide services as outlined in the related grant agreements. As such, these grants are not considered contributions and are not subject to the provisions of the Not-for-Profit Entities Revenue Recognition Topic of the FASB Accounting Standards Codification.

Cash and Cash Equivalents

For purposes of the Statements of Cash Flows, the Organization considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents.

Shenandoah Women's Center, Inc.
 NOTES TO FINANCIAL STATEMENTS (continued)
 June 30, 2017 and 2016

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Grants Receivable

Grants receivable are stated at the amount management expects to collect based on requisitions submitted to grantor agencies. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual receivables from grants. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to the applicable grants receivable. The allowance for doubtful accounts at June 30, 2017 and 2016, was \$0.

Property and Equipment

Property and equipment is carried at cost or, if donated, at the approximate fair market value at the date of donation. All property and equipment is depreciated using the straight-line method over the estimated useful lives of the assets. The Organization's policy is to capitalize all property and equipment costs in excess of \$500.

When material in amount, interest related to construction projects is capitalized as a cost of the project.

Estimates

In preparing financial statements in conformity with U.S. generally accepted accounting principles, management must make estimates based on future events that effect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities as of the date of the financial statements, and revenues and expenses during the reporting period. Actual results could differ from these estimates.

Income Tax Status

The Shenandoah Women's Center, Inc. is a not-for-profit organization and is exempt from federal income taxes under Internal Revenue Code Section 501(c)(3) and files its information returns in the United States federal jurisdiction. These information returns for the years ended June 30, 2014, 2015, and 2016 are generally subject to examination for three years after they were filed.

CASH

All of the Organization's cash accounts are FDIC insured. Cash balances in excess of FDIC insurance limits, if any, are uncollateralized. Management considers this to be a normal business risk.

PROPERTY AND EQUIPMENT

Property and equipment consisted of the following at June 30:

	<u>2017</u>	<u>2016</u>
Land	\$ 11,775	\$ 11,775
Buildings and improvements	310,995	363,995
Equipment, furniture and fixtures	164,263	156,250
Accumulated depreciation	<u>(412,812)</u>	<u>(438,318)</u>
Net property and equipment	\$ <u>74,221</u>	\$ <u>93,702</u>

Shenandoah Women's Center, Inc.
NOTES TO FINANCIAL STATEMENTS (continued)
 June 30, 2017 and 2016

NOTES PAYABLE

Notes payable consisted of the following at June 30:

	<u>2017</u>	<u>2016</u>
BB&T, Martinsburg, West Virginia; term note dated September 24, 1997 in the original amount of \$80,000; this loan was refinanced May 25, 2011 in the amount of \$78,600 and refinanced May 18, 2016 in the amount of \$59,274; interest rate of 4.24%; payable in 59 monthly installments of \$609, including principal and interest with the balance due by May 25, 2021, secured by a deed of trust on the Organization's office building.	\$ <u>53,604</u>	\$ <u>58,492</u>
Total	53,604	58,492
Less current portion	<u>(5,137)</u>	<u>(4,663)</u>
Non current portion	\$ <u>48,467</u>	\$ <u>53,829</u>

Maturities of the note payable are as follows:

For the year ended June 30:

2018	\$ 5,137
2019	5,360
2020	5,592
2021	5,834
2022	6,349
Thereafter	<u>25,332</u>
Total	\$ <u>53,604</u>

LINE OF CREDIT

The Organization has a \$25,000 line of credit agreement with a local bank. The agreement calls for an variable interest rate at 0.750% points above index and matures in May 2019. The balance outstanding at June 30, 2017 and 2016, was \$0.

OPERATING LEASES

The Organization entered into multi-year leases for copier machines which expired in February 2017. The leases are accounted for as operating leases. \$3,409 and \$5,393 has been expensed for the years ended June 30, 2017 and 2016, respectively.

In addition, the Organization has entered into a multi-year lease for a copier machine which expires in December 2021. The lease is accounted for as an operating lease. \$2,506 has been expensed for the year ended June 30, 2017. Future minimum annual lease payments will be as follows: for the years ending June 30, 2018-2021, the amount will be \$4,797 per year. For the year ending June 30, 2022, the amount will be \$2,399.

On March 22, 2015, the Organization entered into a lease agreement for office space in Berkeley Springs, West Virginia. Rent is \$400 per month. The Organization is currently leasing on a month to month basis. The rental expense for the years ended June 30, 2017 and 2016 were \$5,200 and \$4,800, respectively.

In addition, the Organization entered into a lease agreement for office space in Charles Town, West Virginia in February 2017. Rent is \$1,150 per month. The lease period is set to begin in April 2017 and end in March of 2020. The rental expense for the year ended June 30, 2017 was \$5,150.

Shenandoah Women's Center, Inc.
 NOTES TO FINANCIAL STATEMENTS (continued)
 June 30, 2017 and 2016

CONCENTRATION

The Organization receives approximately 50 percent of its total support and revenues from various grants from or through the West Virginia Department of Health and Human Resources.

FUNCTIONAL ALLOCATION OF EXPENSES

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

TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets are available for the following purposes at June 30:

	<u>2017</u>	<u>2016</u>
New Baby Cribs	\$ 250	\$ 250
Yogi Fund	325	325
Playground Equipment	460	460
New Mattress Fund	309	309
Shelter Night Fund	<u>3,566</u>	<u>3,152</u>
Total Temporarily Restricted Net Assets	<u>\$ 4,910</u>	<u>\$ 4,496</u>

IN-KIND DONATIONS

The Organization tracks the amount of In-Kind donations it receives for the year. The In-Kind donations are mainly comprised of items such as: food, clothing, furniture, household products, toiletries, and other small items that would be consumed or distributed in a short period of time. Accordingly, there is an offsetting expense for In-Kind donations equal to the amount of revenue recorded in the fiscal year as it has been determined that the economic life is less than one year. The amount recognized as revenue and recorded as expense was \$74,780 and \$66,011 for the years June 30, 2017 and 2016, respectively.

GAIN ON SALE OF BUILDING

The Organization sold a building originally held as a depreciable fixed asset on February 3, 2017 for \$53,000 and recorded a gain on the sale of the building in the amount of \$19,506.

SUBSEQUENT EVENTS

In preparing these financial statements, the Organization has evaluated events and transactions for potential recognition or disclosure through January 9, 2018, the date the financial statements were available to be issued.

SUPPLEMENTAL INFORMATION

Shenandoah Women's Center, Inc.
SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS
For the year ended June 30, 2017

<u>Federal Grantor/Pass-Through Grantor/Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Pass-Through Entity Identifying Number</u>	<u>Total Federal Expenditures</u>
U.S. Department of Health and Human Services			
Passed through Foundation for Rape and Information Services			
Sexual Assault Service Program	16.017		\$ 34,667
Campus Sexual Assault Program	16.525		1,500
Preventive Health Block Grant	93.136		21,893
Passed through WV Department of Health and Human Services			
Family Violence Prevention	93.671		<u>68,151</u>
Total U.S. Department of Health and Human Services			<u><u>126,211</u></u>
U.S. Department of Housing and Urban Development			
Community Development Block Grant			
Community Development Block Grant	14.218		5,000
Total U.S. Department of Housing and Urban Development			<u><u>5,000</u></u>
U.S. Department of Justice			
Passed through WV Coalition Against Domestic Violence			
Legal Assistance for Victims	16.524		7,264
Passed through WV Division of Criminal Justice Services			
Victims of Crime Assistance	16.575		248,997
Stop Violence Against Women	16.589		21,166
Passed through WV Regional Jail and Correctional Facility			
Prison Rape Elimination Act	16.735		<u>6,000</u>
Total U.S. Department of Transportation			<u><u>283,427</u></u>
FEMA			
Passed through Emergency Food and Shelter National Board Program Grant			
National Board Program Grant		895600-007	<u>1,250</u>
Total FEMA			<u><u>1,250</u></u>
Total Expenditures of Federal Awards			\$ <u><u>415,888</u></u>

The accompanying notes are an integral part of this statement.

Shenandoah Women's Center, Inc.
SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS (continued)
For the year ended June 30, 2016

<u>Federal Grantor/Pass-Through Grantor/ Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Federal Expenditures</u>
Department of Justice/WV Division of Criminal Justice Services Stop Violence Against Women	16.589	\$ 21,280
Department of Justice/WV Division of Criminal Justice Services Victims of Crime Assistance	16.575	94,980
Department of Health and Human Services/Foundation for Rape and Information Services Preventive Health Block Grant	93.136	27,229
Department of Health and Human Services/WV Department of Health and Human Resources Family Violence Prevention	93.671	65,412
FEMA/Emergency Food and Shelter National Board Program Grant	895600-007	1,250
Department of Health and Human Services/Foundation for Rape and Information Services Campus Sexual Assault Prog.	16.525	1,500
Department of Housing and Urban Development Community Development Block Grant	14.218	5,000
Department of Health and Human Services/Foundation for Rape and Information Services Sexual Assault Service Program	16.017	20,848
Department of Justice/WV Coalition Against Domestic Violence Legal Assistance for Victims	16.524	<u>3,626</u>
Total Expenditure of Federal Awards		\$ <u>241,125</u>

The accompanying notes are an integral part of this statement.

Shenandoah Women's Center, Inc.
NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS
For the years ended June 30, 2017 and 2016

(1) Basis of Presentation

The accompanying Schedules of Expenditures of Federal Awards (the Schedule) includes the federal award activity of the Shenandoah Women's Center, Inc. under programs of the federal government for the years ended June 30, 2017 and 2016. The information for the 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). Because the Schedule presents only a selected portion of the operations of the Shenandoah Women's Center, Inc., it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Shenandoah Women's Center, Inc.

(2) Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of account. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Shenandoah Women's Center has elected to not use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

Shenandoah Women's Center, Inc.
SCHEDULE OF STATE GRANT RECEIPTS AND EXPENDITURES
For the year ended June 30, 2017

<u>State Grantor/Program</u>	<u>Grant Receipts</u>	<u>Grant Expenditures</u>
WV Department of Health and Human Services Protective Services for Victims of Domestic Violence Grant # G170068	\$ 254,653	\$ 254,653
WV Foundation for Rape and Information Services Grant # W-16-007	<u>7,950</u>	<u>7,950</u>
Total	\$ <u>262,603</u>	\$ <u>262,603</u>

Shenandoah Women's Center, Inc.
SCHEDULE OF STATE GRANT RECEIPTS AND EXPENDITURES
For the year ended June 30, 2016

<u>State Grantor/Program</u>	<u>Grant Receipts</u>	<u>Grant Expenditures</u>
WV Department of Health and Human Services Protective Services for Victims of Domestic Violence		
Grant # G160025	\$ <u>236,884</u>	\$ <u>236,884</u>
Total	\$ <u>236,884</u>	\$ <u>236,884</u>



**INDEPENDENT AUDITORS' 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
Shenandoah Women's Center, Inc.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Shenandoah Women's Center Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2017 and 2016, and the related statements of activities, and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated January 9, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Shenandoah Women's Center 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 financial statements, but not for the purpose of expressing an opinion on the effectiveness of Shenandoah Women's Center Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Shenandoah Women's Center 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 the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a deficiency in internal control, described in the accompanying schedule of findings that we consider to be a significant deficiency.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Shenandoah Women's Center Inc.'s financial statements are free from 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*.

The Organization's Response to Findings

Shenandoah Women's Center Inc.'s response to the findings identified in our audit is described in the accompanying schedule of findings. Shenandoah Women's Center Inc.'s response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

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

Decker & Company PLLC

January 9, 2018

Shenandoah Women's Center, Inc.
SCHEDULE OF FINDINGS
For the year ended June 30, 2017

17-1 Condition: The Organization's accounting procedures indicate there is a lack of segregation of duties in the receiving, depositing and recording of cash receipts and the receiving, disbursing and recording of cash disbursements.

Criteria: To provide effective internal controls it would be necessary to separate each of these duties as well as reconciling the bank statements.

Effect: The Organization has increased risk to the possibility of errors and irregularities to cash, receipts, and disbursements.

Recommendation: Due to the limited number of accounting personnel, complete segregation of duties may not be practical. We recommend that the Organization continue to review and monitor the current assignment of accounting functions over cash, receipts, and disbursements to reduce the risk of errors and irregularities.

Response: We concur with the recommendation. The Organization will review and monitor its assignment of accounting functions over cash, receipts, and disbursements.