

# Pikes Peak United Way

**Financial Statements** 

Years Ended June 30, 2015 and 2014

and

Independent Auditor's Report

# PIKES PEAK UNITED WAY

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#### **INDEPENDENT AUDITOR'S REPORT**

Board of Trustees **Pikes Peak United Way** Colorado Springs, Colorado

#### **Report on the Financial Statements**

We have audited the accompanying financial statements of Pikes Peak United Way (a nonprofit organization), which comprise the statement of financial position as of June 30, 2015 and the related statement of activities and cash flows for the year then ended, and the related notes to the financial statements. The prior year summarized information has been derived from the organization's June 30, 2014 financial statements and, in our report dated October 27, 2014, we expressed an unqualified opinion on those 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 of material misstatement.

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

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

#### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Pikes Peak United Way as of June 30, 2015 and the changes in its net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

#### **Other Matters**

#### Supplemental Information

Our audit was conducted for the purposes of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by the Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, along with the other supplemental information, as identified in the table of contents, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United Stats 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 October 29, 2015, on our consideration of Pikes Peak United Way'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 Pikes Peak United Way's internal control over financial reporting and compliance.

BiggsKofford, P.C.

Colorado Springs, Colorado October 29, 2015

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# PIKES PEAK UNITED WAY STATEMENT OF FINANCIAL POSITION

# JUNE 30, 2015 (with comparative totals for 2014)

	2015	2014
ASSETS		
Current assets: Cash and cash equivalents Contributions receivable - net Grants and other receivable Investments Prepaid expenses and other	\$    556,537 1,311,561 182,622 499,885 39,553	\$ 808,471 1,425,572 266,819 501,061 33,955
Total current assets	2,590,158	3,035,878
Property and equipment - net Investments - long-term Beneficial interest in perpetual trust	1,707,631 1,570,469 403,729	1,680,461 1,572,693 422,671
Total assets	\$ 6,271,987	\$ 6,711,703
LIABILITIES AND NET ASSETS Current liabilities:		
Accounts payable Accrued expenses Allocations and designations payable Current portion of note payable Deferred revenue	\$ 64,910 170,725 1,824,289 52,000 104,405	\$ 45,269 138,839 2,054,926 52,000 15,730
Total current liabilities	2,216,329	2,306,764
Note payable - net of current portion	368,334	420,334
Total liabilities	2,584,663	2,727,098
Net assets: Unrestricted: Undesignated Board designated	878,038 750,000	1,159,618 750,000
Total unrestricted Temporarily restricted Permanently restricted	1,628,038 655,557 1,403,729	1,909,618 652,316 1,422,671
Total net assets	3,687,324	3,984,605
Total liabilities and net assets	\$ 6,271,987	\$ 6,711,703

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# PIKES PEAK UNITED WAY

#### STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS YEAR ENDED JUNE 30, 2015 (with comparative totals for 2014)

		20	15		2014
		Temporarily	Permanently		
	Unrestricted	Restricted	Restricted	Total	Total
PUBLIC SUPPORT AND REVENUE					
Gross campaign results	\$ 4,809,265	\$-	\$-	\$ 4,809,265	\$ 5,222,489
Less donor designations to agencies Less provision for uncollectible	(1,595,120)	-	-	(1,595,120)	(1,777,602)
contributions	(281,855)	-		(281,855)	(304,176)
Net campaign revenue	2,932,290	-	-	2,932,290	3,140,711
Other contribution and grant revenue	891,230	140,553	-	1,031,783	1,195,529
Other revenue	234,075	-	-	234,075	95,529
Special events revenue, net	1,727	-	-	1,727	(173)
Legacies and bequests	15,014	-	-	15,014	16,799
Investment income	20,931	37,491	(18,942)	39,480	314,859
In-kind contributions	21,499	-	-	21,499	3,410
Net assets released from restrictions	174,803	(174,803)			
Total revenue	4,291,569	3,241	(18,942)	4,275,868	4,766,664
EXPENSES					
Program services:					
Gross funds awarded	3,157,408	-	-	3,157,408	3,772,717
Less donor designations to agencies	(1,595,120)			(1,595,120)	(1,777,602)
Net funds awarded	1,562,288	-	-	1,562,288	1,995,115
Other program services	1,827,446			1,827,446	1,420,382
Total program services	3,389,734	-	-	3,389,734	3,415,497
Fundraising	689,692	-	-	689,692	438,595
General and administrative	493,723		-	493,723	373,366
Total expenses	4,573,149			4,573,149	4,227,458
Change in net assets	(281,580)	3,241	(18,942)	(297,281)	539,206
Net assets, beginning of period	1,909,618	652,316	1,422,671	3,984,605	3,445,399
Net assets, end of period	\$ 1,628,038	\$ 655,557	\$ 1,403,729	\$ 3,687,324	\$ 3,984,605

# PIKES PEAK UNITED WAY STATEMENT OF CASH FLOWS YEAR ENDED JUNE 30, 2015 (with comparative totals for 2014)

	2015	2014
OPERATING ACTIVITIES		
Cash received from annual fundraising campaign Cash received from other income Cash paid for community fund Cash paid for designations Cash paid to other facilitated community programs Cash paid for PPUW community programs and operating expenses Cash paid for interest	<pre>\$ 4,923,276 1,366,796 (1,409,157) (1,824,127) (1,562,871) (1,596,738) (24,404)</pre>	5,291,551 1,321,302 (1,478,026) (1,959,859) (1,362,350) (1,907,912) (28,255)
Net cash used in operating activities	(127,225)	(123,549)
INVESTING ACTIVITIES		
Purchases of property and equipment Purchases of investments Proceeds from the sale of investments	(120,874) (11,903) 60,068	(101,819) (551,901) 150,914
Net cash used in investing activities	(72,709)	(502,806)
FINANCING ACTIVITIES		
Payments on note payable	(52,000)	(52,000)
Net cash used in financing activities	(52,000)	(52,000)
Net decrease in cash and cash equivalents	(251,934)	(678,355)
Cash and cash equivalents, beginning of period	808,471	1,486,826
Cash and cash equivalents, end of period	\$ 556,537	\$ 808,471

# PIKES PEAK UNITED WAY

#### STATEMENT OF CASH FLOWS

#### YEAR ENDED JUNE 30, 2015 (with comparative totals for 2014)

	2015	2014
RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH USED IN OPERATING ACTIVITIES		
Change in net assets	\$ (297,281)	\$ 539,206
Adjustments to reconcile change in net assets to net cash used in operating activities:		
Depreciation	93,704	74,508
Net realized and unrealized gains		
on investments	(44,765)	(231,242)
Gain on beneficial interest in perpetual trust	18,942	(33,447)
Derivative financial instrument	(10,870)	(12,240)
Changes in operating assets and liabilities:		
Contributions receivable	114,011	69,062
Grants and other receivable	84,197	13,619
Prepaid expenses and other	(5,598)	(5,429)
Accounts payable and accrued expenses	62,397	(1,198)
Allocations and designations payable	(230,637)	(182,257)
Deferred revenue	 88,675	 (354,131)
Net cash used in operating activities	\$ (127,225)	\$ (123,549)

#### 1. NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

**Nature of Operations** - Pikes Peak United Way ("PPUW" or "Organization") is a not-for-profit organization incorporated in the State of Colorado. PPUW's Mission Statement is to improve the quality of life in our community, our Vision Statement: Through strengthened collaboration, we will achieve measureable improvements in education, income stability and health for the residents of El Paso and Teller Counties, our Values Statement: Community Focused, Inclusive, Collaborative.

In 1922, the Pikes Peak Social Welfare Fund was established. In 1924, it became the Community Chest. In 1962, the United Fund of the Pikes Peak Region was incorporated and in 1973 was renamed Pikes Peak United Way. Since 1922, the Organization's name and the needs of the community have changed, but its ability to reach out and provide a helping hand has not.

**United Way Worldwide** — As part of our commitment to community excellence and measurable impact, our work is guided by United Way Worldwide's Standards of Excellence. These standards are designed to enhance the effectiveness of the approximately 1,800 United Way affiliates in 41 countries through shared best practices and benchmarks. The Organization is certified in compliance with all Membership Requirements, including compliance in the areas of governance, accounting standards and presentation. In 2012-2013, the United Way network raised \$4.26 billion making United Way the largest privately supported nonprofit in the world. PPUW is governed by its own volunteer Board of Trustees and pays annual dues to United Way Worldwide based upon campaign results. Annual dues to United Way Worldwide totaled \$54,448 and \$55,657 for the years ended June 30, 2015 and 2014, respectively.

**Basis of Presentation** — The accompanying financial statements have been prepared in accordance with the accounting principals generally accepted in the United States of America ("US GAAP"), and with the financial statement standards of United Way Worldwide. United Way Worldwide standards are required for membership and fully comply with US GAAP applicable for not-for-profit organizations.

**Use of Estimates** — The preparation of the financial statements in conformity with US GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant estimates include the provision for uncollectible pledges, useful lives of property and equipment and allocation of functional expenses. Actual results could differ from those estimates.

**Cash and Cash Equivalents** — For purposes of the statement of cash flows, the Organization considers cash, amounts due from banks and highly liquid investments purchased with original maturities of three months or less to be cash and cash equivalents.

# 1. NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

**Cash and Cash Equivalents (continued)** — The Organization maintains its cash and equivalents in bank deposit accounts in which the deposits are guaranteed by the Federal Deposit Insurance Corporation ("FDIC") up to \$250,000. The Organization does have some cash accounts that exceed the federally insured amount. The Organization does not anticipate nonperformance by these financial institutions.

**Contributions Receivable** — Contributions receivable, all of which are due within one year, are unconditional and are recognized as assets and support in the period made. The Organization provides an allowance for uncollectible contributions, which is based upon management's periodic review of outstanding receivables, historical collection information and existing economic conditions. Contributions receivable are recorded net of an allowance for uncollectible pledges of \$282,466 and \$304,176 as of June 30, 2015 and 2014, respectively.

**Property and Equipment** — Property and equipment are stated at cost or, if donated, at the fair value at the date of the donation. The Organization capitalizes purchases in excess of \$1,000 with lesser amounts expensed in the year purchased. Depreciation is provided using the straight-line method over the estimated useful live of the asset, which ranges from three to 40 years.

**Investments** — Investments in equity and fixed income mutual funds are carried at fair value. Investment income, realized and unrealized gains and losses are reflected in the statement of activities and changes in net assets as unrestricted, temporarily restricted or permanently restricted based upon the existence and nature of any donor or legally imposed restrictions.

**Deferred Revenue** — Deferred revenue consists of unspent contracts. The Organization recognizes revenues upon their completion. All unexpended revenues are deferred and recognized when the related expenditure occurs.

**Unrestricted Net Assets** — Assets and liabilities that are associated with the principle mission of the Organization not otherwise restricted by donors, whether or not designated for specific purposes by the Board of Trustees. The presence of a surplus or deficit for this net asset category is the primary measure of the economic performance of the Organization in the short and long term.

# 1. NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

**Temporarily Restricted Net Assets** — Assets and liabilities that include donations and other inflows of assets whose use by the Organization are restricted by donor imposed stipulations that either expire by passage of time or other specified future event, or can be fulfilled and removed by actions of the Organization pursuant to those stipulations. Typically this balance consists of restricted grants for which spending has not been completed, or campaign revenues restricted at a given point in time. This category can be subject to timing differences that can result in material short-term increases or decreases that can significantly impact the change in total net assets in ways that are inconsistent with the true economic performance of the Organization as measured by unrestricted net assets.

**Permanently Restricted Net Assets** — Assets and liabilities that include gifts and other inflows of assets which require by donor restriction that the asset principal be invested in perpetuity and only the income be made available for current operations in accordance with donor stipulations as to the specific purpose for which the income may be expended.

**Total Net Assets** — This is the total of the balances of all three categories of the net assets and is the amount reported on the Organization's tax return and audit reports and is used for reporting to the public. The misleading impact in material short-term changes in Temporarily Restricted Net Assets on the Total Net Assets makes it critical to understand the underlying factors associated with changes in Total Net Assets as a result of these factors.

**Contributions** — Revenues include contributions from the fundraising campaign conducted each year to help support agency allocations, program services and operations of the Organization. Contributions are considered available for unrestricted use unless they are specifically restricted by the donor. Contributions received are recorded in the year the related commitments are received as either unrestricted, temporarily restricted or permanently restricted net assets are satisfied, temporarily restricted net assets are satisfied to unrestricted net assets and reported as net assets released from restriction in the statement of activities.

**Donor Designations** — Certain contributions/pledges received in fundraising campaigns are designated by individuals for specific agencies or for United Way organizations in areas other than the Pikes Peak Region. To promote philanthropy, Board policy allows donors to designate to any qualified 501(c)(3) organization in the United States. Annual campaign gifts in which the Organization agrees to transfer the gift to another beneficiary as designated by the donor and are deducted from gross campaign results to arrive at contribution revenue. In accordance with United Way Worldwide Membership Requirements, these designations are presented as part of gross campaign results and gross agency distributions on the statement of activities, but are then deducted to arrive at the Organization's actual revenue and expense under US GAAP.

# 1. NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

**Donor Designations (continued)** — The United Way also participates in local campaigns in the metropolitan Colorado Springs area on behalf of the Combined Federal Campaign and the Colorado Combined Campaign. Through these campaigns, donors designate their gifts to a wide variety of charitable organizations, and the United Way distributes the campaign proceeds accordingly. The United Way acts as a federation level entity for these campaigns, and distributes the campaign proceeds to those agencies that are members of our federation.

The Cornerstone Program offers companies the opportunity to help underwrite the administrative and fundraising costs of PPUW, allowing individual donors to contribute to their most cherished causes without the burden of a fee.

Level	Amount	Donor
Summit Level	\$100,000+	Anschutz Foundation
Pinnacle Level	\$50,000 - \$99,000	Rampart Supply
Vista Level	\$25,000 - \$49,000	Deluxe Checks Unlimited GE Johnson Construction Co. Wells Fargo
Mesa Level	\$15,000 - \$24,999	Current, Inc. Ent Federal Credit Union
Red Rocks Level	\$10,000 - \$14,999	El Pomar Foundation FedEx T. Rowe Price Associates UPS - Colorado Springs U.S. Bank

#### **Cornerstone Members 2014-2015**

# 1. NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### **Cornerstone Members 2014-2015**

Level	Amount	Donor
Canyon Level	\$5,000 - \$9,999	5 Star Bank Aeroflex, Inc. Black Hills Energy Comcast Enterprise Holdings Company FirstBank Hewlett Packard Company Kaiser Permanente

(Plus several additional contributors under the \$5,000 level.)

**Donated Services and Materials** — Donated services and materials are recorded as both revenues and expenditures in the accompanying statement of activities and changes in net assets at their estimated fair values. Contributions of services are recognized if the services received (a) create or enhance nonfinancial assets or (b) require specialized skills, are provided by individuals possessing those skills and would typically need to be purchased if not provided by donations.

During the years ended June 30, 2015 and 2014, the Organization received in-kind professional consulting fees and supplies of \$21,499 and \$3,410, respectively.

Many individuals volunteer their time and perform a variety of tasks that assist the Organization. The Organization received approximately 9,356 and 13,415 volunteer hours during the years ended June 30, 2015 and 2014, respectively, with an estimated fair value of approximately \$207,000 and \$297,000, respectively. These donated services are not reflected in the accompanying financial statements since they do not meet the criteria for recognition under US GAAP.

**Income Taxes** — PPUW is a qualifying tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code ("Code") and has been classified as an organization that is not a private foundation under Section 509(a)(2) of the Code.

# 1. NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The Organization follows the guidance contained in US GAAP which prescribes a recognition threshold and measurement attribute for financial statement recognition and measurement of a tax position taken or expected to be taken. Based on its evaluation, The Organization concluded that there are no uncertain tax positions that qualify for recognition or disclosure in the financial statements. Tax years that remain subject to examination include 2011 through the current period.

**Functional Allocation of Expense** — The costs of providing various program and supporting services have been summarized on a functional basis in the statement of activities and changes in net assets. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

**Hedge Accounting** — In order to reduce the risk to variability in interest rates relative to its variable rate note payable, the Organization entered into an interest rate swap agreement. Changes to the fair value of the interest rate swap agreement are accounted for as increases or decreases in general and administrative expense (see Note 6).

**Reclassifications** — Certain prior year balances and amounts have been reclassified to conform with the presentation adopted in the current year.

**Subsequent Events** — Management has evaluated subsequent events through the date of the attached audit report, the date on which the financial statements were available to be issued.

#### 2. INVESTMENTS

Investments consist of the following at June 30:

	2015	2014
Equity mutual funds – domestic and international Fixed income mutual funds Beneficial interest in perpetual trust	\$ 1,721,909 348,445 403,729	\$ 1,600,365 473,389 422,671
Total	\$ 2,474,083	\$ 2,496,425

#### 2. INVESTMENTS (CONTINUED)

These amounts are included in the statement of financial position as follows:

Investments – current Investments – long-term Beneficial interest in perpetual trust	\$	499,885 1,570,469 403,729	\$ 501,061 1,572,693 422,671
Total	\$	2,474,083	\$ 2,496,425
Investment income consists of the following for the years ended	Jur	ne 30:	
Interest and dividends Net realized and unrealized gains Gain (loss) on beneficial interest in perpetual trust Investment fees Derivative financial instrument	\$	11,839 44,611 (18,942) (8,898) 10,870	\$ 49,471 231,242 33,446 (11,540) 12,240
Total	\$	39,480	\$ 314,859

#### 3. BENEFICIAL INTEREST IN PERPETUAL TRUSTS

The Organization is an 11% beneficiary of the income of the Donald A. and Phyllis F. Hibbard Charitable Trust whose principal is to be held in perpetuity. The Organization's share of the fair market value of this trust totaled \$286,642 and \$299,162 as of June 30, 2015 and 2014, respectively. The Organization received \$9,431 and \$8,798 of investment income from this trust for the years ended June 30, 2015 and 2014, respectively.

The Organization is an 10% beneficiary of the income of the Florence S. Knight Charitable Trust whose principal is to be held in perpetuity. The Organization's share of the fair market value of this trust totaled \$117,087 and \$123,509 as of June 30, 2015 and 2014, respectively. The Organization received \$5,490 and \$5,207 of investment income from this trust for the years ended June 30, 2015 and 2014, respectively.

#### 4. PROPERTY AND EQUIPMENT

Property and equipment consists of the following at June 30:

	2015	2014
Land	511,992	\$    511,992
Land improvements	78,706	78,706
Building	1,446,115	1,390,176
Furniture and equipment	625,353	560,417
Total	2,662,166	2,541,291
Accumulated depreciation	(954,535)	(860,830)
Net property and equipment	\$ 1,707,631	\$ 1,680,461

Depreciation expense was \$93,704 and \$74,508 for the years ended June 30, 2015 and 2014, respectively.

#### 5. ALLOCATIONS AND DESIGNATIONS PAYABLE

Allocations approved by the Organization's Board of Trustees are recorded as an expense and a payable. Annual fundraising campaign revenue includes amounts designated by donors for specified agencies. The amounts raised on behalf of others are reflected as reductions of gross campaign results in the statement of activities and changes in net assets.

Allocations and designations consist of the following at June 30:

	2015	2014
Allocations approved by Board of Trustees Designations payable	\$   1,125,347 698,942	\$ 1,411,629 643,297
Total	\$ 1,824,289	\$ 2,054,926

#### 6. LINE OF CREDIT

The Organization has a commitment from a financial institution for a line of credit in the amount of \$350,000. Borrowings under the line of credit bear interest at the greater of a floating rate equal to the institution's index plus 1.00% or the floor rate of 5.00% per annum and are secured by personal property, pledges and grants. The line of credit matures on January 30, 2016. As of June 30, 2015 and 2014, there were no balances outstanding on this line of credit.

#### 7. NOTE PAYABLE

The Organization has a note payable with a balance of \$420,334 and \$472,334 at June 30, 2015 and 2014, respectively, payable in monthly installments of \$4,333 plus interest. The note bears interest at the London Interbank Offered Rate (LIBOR) plus 0.80% per annum, is collateralized by real estate and is due in July of 2023.

Aggregate annual maturities of these notes payable are as follows as of June 30, 2015:

<u>Years Ending June 30,</u>	
2016	\$ 52,000
2017	52,000
2018	52,000
2019	52,000
2020	52,000
Thereafter	 160,334
Total	\$ 420,334

The Organization holds an interest rate swap agreement to fix the interest rate on the note at 5.59% per annum for the term of the note. The swap agreement was issued with a notional principal amount equivalent to the outstanding note. The estimated fair value of the swap agreement was a liability of \$54,044 and \$64,914 as of June 30, 2015 and 2014, respectively. These amounts have been included in accrued expenses on the accompanying statement of financial position. The Organization reported gains of \$10,870 and \$12,240 due to changes in the fair value of the interest rate swap agreement during the years ended June 30, 2015 and 2014, respectively. Total interest expense for the years ended June 30, 2015 and 2014 was \$24,404 and \$28,255, respectively.

#### 8. FAIR VALUE OF FINANCIAL INSTRUMENTS

The Organization's investments are reported at fair value in the accompanying statement of financial position. The methods used to measure fair value may produce amounts that may not be indicative of net realizable value or reflective of future fair values. Furthermore, although the Organization's management believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in different fair value measurements at the reporting date. There have been no changes in the methodologies used between June 30, 2015 and 2014.

#### 8. FAIR VALUE OF FINANCIAL INSTRUMENTS (CONTINUED)

The fair value measurement accounting literature establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three levels:

**Level 1**: Unadjusted quoted prices in active markets for identical assets or liabilities that the Organization has the ability to access.

Level 2: Prices determined using significant other observable inputs. Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;

• Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3: Prices determined using significant unobservable inputs.

The valuation methodologies used for assets measured at fair value are as follows:

Equity and fixed income mutual funds - quoted market prices are available for identical securities in an active market, so these securities are classified within Level 1 of the valuation hierarchy.

Beneficial interest in perpetual trusts: Valued using income approach in the form of present value techniques.

#### 8. FAIR VALUE OF FINANCIAL INSTRUMENTS (CONTINUED)

The investment's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs. The following table sets forth, by level within the fair value hierarchy, the Organization's financial instruments at fair value as of June 30:

	2015										
	Fair Value	Level 1	Level 2	Level 3							
ASSETS Equity and fixed income mutual funds Beneficial interest in	\$ 2,070,354	\$ 2,070,354	\$-	\$-							
perpetual	403,729		403,729								
	\$ 2,474,083	\$ 2,070,354	\$ 403,729	<u>\$ -</u>							
LIABILITIES Interest rate swap (Note 7)	\$ 54,044	\$-	\$ 54,044	<u>\$ -</u>							
		20	014								
	Fair Value	Level 1	Level 2	Level 3							
ASSETS Equity and fixed income	•	•									
mutual funds Beneficial interest in	\$ 2,073,754	\$ 2,073,754	\$ -	\$ -							
perpetual	422,671		422,671								
	\$ 2,496,425	\$ 2,073,754	\$ 422,671	\$ -							
LIABILITIES Interest rate swap (Note 7)	\$ 64,914	<u>\$ -</u>	\$ 64,914	<u>\$-</u>							

#### 9. BOARD DESIGNATED UNRESTRICTED NET ASSETS

To be good stewards with donor dollars, the Board of Trustees adopted a cash reserve policy to maintain a cash reserve of \$750,000. The purpose of this reserve is for emergency cash flows for operating expenses. These board designated reserves are separately accounted for on the general ledger as a cash balance and separately reported in its internal financial statements. Up to \$500,000 held as reserves may be transferred from the reserve account or used for any purpose other than as reserves without the approval of the Finance Committee and Board of Trustees of PPUW. The remaining \$250,000 needs approval from the Finance Committee and Board of Trustees. The Finance Committee and Board of Trustees reserves the right to make withdrawals should the circumstances warrant such action.

#### 10. TEMPORARILY RESTRICTED NET ASSETS

As of June 30, 2015 and 2014, temporarily restricted net assets are available for the following purposes:

	 2015	 2014
El Pomar Emergency Grant Fund	\$ 506,696	\$ 586,191
Women's Leadership Council	11,710	26,710
Community Information Systems contracts	40,853	19,309
2-1-1 contracts	26,298	11,557
Healthcare navigator position (Colorado Health Partners)	70,000	-
Leaders in giving	-	5,000
Military Family Assistance Program	 -	 3,549
Total	\$ 655,557	\$ 652,316

#### 11. PERMANENTLY RESTRICTED NET ASSETS

Permanently restricted net assets consist of investments in perpetuity, the income from which is expendable to support the Organization's programs as follows:

	2015	2014
El Pomar Emergency Grant Fund Beneficial interest in perpetual trust	\$ 1,000,000 403,729	\$ 1,000,000 422,671
Total	\$ 1,403,729	\$ 1,422,671

#### 11. PERMANENTLY RESTRICTED NET ASSETS (CONTINUED)

In a previous year, a donor established an irrevocable, perpetual trust with a bank, naming the Organization as one of its beneficiaries. Under the terms of the trust agreement, the Organization is to receive a stated percentage of the interest earned on the corpus of the trust assets, at the date of the donor's death, in perpetuity for its unrestricted use. The Organization's percentage of the assets held in the trust totaled \$403,729 and \$422,671 as of June 30, 2015 and 2014, respectively, and is reported at fair value in the Organization's statement of financial position.

#### 12. ENDOWMENT FUNDS

The Organization's endowment consists of two individual funds established for a variety of purposes. Its endowment includes both donor-related endowment funds and funds designated by the Board of Trustees to function as endowments. As required by US GAAP, net assets associated with endowment funds, including funds designated by the Board of Trustees to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

During 2008, the State of Colorado adopted the Uniform Prudent Management of Institutional Funds Act ("UPMIFA"). The Organization has interpreted UPMIFA as requiring the preservation of the original fair value of the gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Organization classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, and (b) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument. The remaining portion of the donor-restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Organization in a manner consistent with the standard of prudence prescribed by UPMIFA.

In accordance with UPMIFA, the Organization considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- 1) The duration and preservation of the fund
- 2) The purposes of the Organization and the donor-restricted endowment fund
- 3) General economic conditions
- 4) The possible affect of inflation and deflation
- 5) The expected total return from income and the appreciation of investments
- 6) Other resources of the Organization
- 7) The investment policies of the Organization.

#### 12. ENDOWMENT FUNDS (CONTINUED)

Endowment net asset composition by type of fund as of June 30, 2015, is as follows:

	Unrestrict	Temporar ed Restricte	•	Total
Donor-restricted endowment funds Board-designated	\$-	\$ 506,69	96 \$ 1,403,729	\$ 1,910,425
endowment funds	621,99	94		621,994
Total funds	\$ 621,9	94 \$ 506,69	96 \$ 1,403,729	\$ 2,532,419

Changes in endowment net assets for the year ended June 30, 2015, are as follows:

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets, beginning of year	\$ 528,383	\$ 586,191	\$ 1,422,671	\$ 2,537,245
Investment return: Investment income Net appreciation	11,339	3,402	-	14,741
(realized and unrealized)	7,276	37,491		44,767
Total investment return	18,615	40,893	<u> </u>	59,508
Contributions Board appropriation -	10,391	-	-	10,391
Emergency Grant Fund Appreciation (depreciation)	70,435	(70,435)	-	-
of endowment	(5,830)	(49,953)	(18,942)	(74,725)
Endowment net assets, end of year	\$ 621,994	\$ 506,696	\$ 1,403,729	\$ 2,532,419

#### **Permanently Restricted Net Assets**

The portion of perpetual endowment funds that is required to be retained permanently either by explicit donor stipulation or by UPMIFA

\$ 1,403,729

#### 12. ENDOWMENT FUNDS (CONTINUED)

#### Temporarily Restricted Net Assets

The portion of perpetual endowment funds subject to a time restriction under UPMIFA: With purpose restriction

\$ 506,696

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor or UPMIFA requires the Organization to retain as a fund of perpetual duration. In accordance with US GAAP, deficiencies of this nature are reported in unrestricted net assets. There were no such deficiencies as of June 30, 2014 and 2013.

The Organization has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Organization must hold in perpetuity or for a donor-specified period as well as board-designated funds. Under this policy, the endowment assets are invested in a manner that is intended to produce maximum results while assuming a moderate level of investment risk. The Organization expects its endowment funds, over time, to provide an average rate of return of approximately the sum of 5.00% plus the Consumer Price Index (CPI) annually. Actual returns in any given year may vary from this amount.

To satisfy its long-term rate-of-return objectives, the Organization relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Organization targets a diversified asset allocation that places a great emphasis on equity-based investments to achieve its long-term return objectives within prudent risk constraints.

The Organization has a policy of appropriating for distribution each year 5.00% of its boarddesignated endowment fund's end-of-year fair value. The Organization also has a policy that suspends distribution from its donor-restricted funds to allow the fund to grow to a critical mass. In establishing these policies, the Organization considered the long-term expected return on its endowment. This is consistent with the Organization's objective to maintain the original fair value of the endowment assets held in perpetuity or for a specified term as well as to provide additional real growth through new gifts and investment return.

#### 13. PENSION PLAN

The Organization has a defined contribution pension plan (403(b) Thrift Plan) covering all full-time regular employees, who are eligible after one year of service. The Organization's base contribution consists of 6.00% of eligible employee gross salaries with an additional 2.00% matching contribution based on participating employee individual contributions. The Organization contributed \$19,285 to the defined contribution plan for the year ended June 30, 2015. The Organization did not make any contributions for the year ended June 30, 2014.

#### 14. RESTATEMENT

The Organization identified a prior period error that required restating beginning net assets in the accompanying financial statements for the recording of an additional beneficial interest in perpetual trust in the amount of \$299,163.

The effects on the Association's previously issued June 30, 2014 financial statements are summarized as follows:

Statement of financial position as of June 30, 2014:

Previously Reported	Change	Restated		
\$ 123,508	\$ 299,163	\$ 422,671		
\$ 6,412,540	<u>\$ 299,163</u>	<u>\$ 6,711,703</u>		
\$ 3,166,138	<u>\$ 279,261</u>	\$ 3,445,399		
\$ 3,685,442	\$ 299,163	\$ 3,984,605		
e 30, 2014:				
\$ 4,746,762	\$ 19,902	\$ 4,766,664		
\$ 519,304	\$ 19,902	\$ 539,206		
	Reported         \$ 123,508         \$ 6,412,540         \$ 3,166,138         \$ 3,685,442         \$ 30, 2014:         \$ 4,746,762	Reported       Change         \$ 123,508       \$ 299,163         \$ 6,412,540       \$ 299,163         \$ 3,166,138       \$ 279,261         \$ 3,685,442       \$ 299,163         \$ 30, 2014:       \$ 19,902		

\* \* \* \* \* \* \*

# PIKES PEAK UNITED WAY

# SUPPLEMENTAL INFORMATION

# PIKES PEAK UNITED WAY STATEMENT OF FUNCTIONAL EXPENSES FOR THE YEAR ENDED JUNE 30, 2015

				PR	OGRAM SERVIC	ES				SU	IPPORTING SERVIC	ES	
	Net Funds Awarded	Community Impact	2-1-1 Info and Referral	Community Information Systems	Education - Friends, Families & Neighbors	Volunteer Services	Dolly Parton Library	Other Programs	Total	Fundraising	Organizational Administration	Total	2015 Totals
Gross distributions to agencies	\$ 3,157,408	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$ 3,157,408	\$-	\$-	\$-	\$ 3,157,408
Less donor designations to agencies	(1,595,120)		-					-	(1,595,120)			-	(1,595,120)
Net allocations granted to agency programs	1,562,288	-	-	-	-	-	-	-	1,562,288	-	-	-	1,562,288
Salaries	-	307,470	247,979	184,346	37,441	17,750	38,500	36,162	869,648	276,554	457,455	734,009	1,603,657
Payroll taxes	-	22,708	17,876	13,897	2,737	1,298	2,814	2,590	63,920	20,375	32,923	53,298	117,218
Employee benefits		27,476	42,261	28,753	4,751	2,246	4,886	3,671	114,044	35,170	54,273	89,443	203,487
Total	1,562,288	357,654	308,116	226,996	44,929	21,294	46,200	42,423	2,609,900	332,099	544,651	876,750	3,486,650
Occupancy	-	37,128	83,353	43,161	7,514	2,630	6,902	12,872	193,560	38,180	64,917	103,097	296,657
Contract services	-	70,837	51,212	65,576	5,334	1,850	4,844	23,679	223,332	43,837	45,657	89,494	312,826
United Way Worldwide dues	-	7,610	12,049	8,033	1,607	562	1,473	1,607	32,941	7,626	13,881	21,507	54,448
Printing	-	2,071	4,733	695	358	49	337	5,992	14,235	13,423	1,200	14,623	28,858
Supplies	-	1,371	3,604	1,498	5,509	45	202,857	1,023	215,907	3,182	1,107	4,289	220,196
Staff development	-	14,828	6,342	3,851	1,315	209	549	2,401	29,495	4,132	5,171	9,303	38,798
Insurance	-	4,104	5,421	3,614	723	253	663	723	15,501	3,431	6,245	9,676	25,177
Postage and shipping	-	191	269	168	90	11	50	405	1,184	5,714	265	5,979	7,163
Meeting expense	-	12,282	4,054	2,674	500	155	407	2,254	22,326	34,180	3,833	38,013	60,339
Travel	-	7,992	3,348	3,522	1,249	93	244	3,436	19,884	7,646	2,303	9,949	29,833
Miscellaneous		423	10,605	267	53	19	49	53	11,469	273	462	735	12,204
Total		158,837	184,990	133,059	24,252	5,876	218,375	54,445	779,834	161,624	145,041	306,665	1,086,499
TOTAL OPERATING EXPENSES	\$ 1,562,288	\$ 516,491	\$ 493,106	\$ 360,055	\$ 69,181	\$ 27,170	\$ 264,575	\$ 96,868	\$ 3,389,734	\$ 493,723	\$ 689,692	\$ 1,183,415	\$ 4,573,149

## PIKES PEAK UNITED WAY SCHEDULE OF FUNDS AWARDED FOR THE YEAR ENDED JUNE 30, 2015 AND 2014

Allocations to Partner Agencies and Affiliates	2015	2014
American Red Cross Pikes Peak Chapter	\$ 3,599	\$ 4,499
The ARC of the Pikes Peak Region	8,368	10,460
AspenPointe Youth Directions	12,494	15,617
BethHaven, Incorporated	13,159	16,449
Big Brothers Big Sisters of Colorado, Inc Pikes Peak	25,450	31,812
Care and Share Food Bank for Southern Colorado	31,789	39,736
* CASA of the Pikes Peak Region	45,099	56,374
Catholic Charities of Central Colorado	101,385	126,731
Marion Downs Center (formerly The Center for Hearing, Speech & Language)	-	4,945
Cheyenne Village, Inc.	48,105	60,131
Colorado Legal Services	11,878	14,848
Community Partnership for Child Development	111,432	139,290
* Diakonia	5,998	7,498
Amblicab (formerly Disability Services, Inc.)	25,655	32,069
Early Connection Learning Centers	133,758	167,197
Energy Resource Center	23,204	29,005
Franciscan Community Counseling, Inc.	5,584	6,980
Griffith Centers for Children / CHINS UP	1,307	1,634
* Joint Initiaves for Youth and Families / Alliance for Kids	8,210	10,263
LULAC National Education Service Centers, Inc.	2,736	3,420
Lutheran Family Services - Rocky Mountains	13,294	16,617
Partners in Housing	26,581	33,226
Peak Vista Community Health Centers	80,090	100,112
REACH Pikes Peak (formerly Pikes Peak Community Action Agency)	39,941	49,926
Pikes Peak Habitat for Humanity, Inc.	12,891	16,114
The Resource Exchange, Inc.	37,602	47,002
The Salvation Army, El Paso County	151,393	189,241
Silver Key Senior Services, Inc.	28,627	35,784
Southern Colorado AIDS Project	9,139	11,424
TESSA	62,736	78,420
Tri-Lakes Cares	28,609	35,762
Women's Resource Agency, Inc.	15,234	19,043
Total partner and affiliates allocations	1,125,347	1,411,629

## PIKES PEAK UNITED WAY SCHEDULE OF FUNDS AWARDED FOR THE YEAR ENDED JUNE 30, 2015 AND 2014

Allocations to Partner Agencies and Affiliates (continued)	2015	2014
Other Gross Funds Awarded		
Designations, partner agencies Designations, non-partner agencies Colorado Springs Housing and Community Development El Pomar Emergency Grants Military Family Assistance Sponsorships Siemer Family/Kaiser Grants Manitou Springs Flood Relief Funds awarded in 2014 year not paid out in 2015	\$ 643,540 949,950 234,600 112,892 46,490 20,432 25,000 - (2,472)	\$ 846,044 931,558 420,153 34,156 36,451 14,700 - 100,000 (21,974)
Total gross funding to agencies	3,155,779	3,772,717
Less designation	(1,593,490)	(1,777,602)
Net funds awarded	\$ 1,562,289	\$ 1,995,115

\* Affiliates



#### 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 AUDIT STANDARDS

Board of Trustees **Pikes Peak United Way** Colorado Springs, Colorado

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 Pikes Peak United Way (a nonprofit organization), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 29, 2015.

#### Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Pikes Peak United Way'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 Pikes Peak United Way's internal control. Accordingly, we do not express an opinion on the effectiveness of Pikes Peak United Way'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 preceding paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not bee identified.

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

As part of obtaining reasonable assurance about whether Pikes Peak United Way's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as items 2015-001, 2015-002 and 2015-003.

#### Pikes Peak United Way's Response to Findings

Pikes Peak United Way's response to the findings identified in our audit is described in the accompany schedule of findings and questioned costs. Pikes Peak United Way'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**

This purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result 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.

BiggsKofford, P.C.

Colorado Springs, Colorado October 29, 2015

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#### INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

Board of Trustees **Pikes Peak United Way** Colorado Springs, Colorado

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

We have audited Pikes Peak United Way's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of Pikes Peak United Way's major federal programs for the year ended June 30, 2015. Pikes Peak United Way'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 the requirements of laws, regulations, contracts and grants applicable to its federal programs.

#### Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Pikes Peak United Way'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 OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 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 Pikes Peak United Way'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 report does not provide a legal determination of Pikes Peak United Way's compliance.

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

In our opinion, Pikes Peak United Way complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2015.

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

Management of Pikes Peak United Way 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, we considered Pikes Peak United Way'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 OMB Circular A-133, 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 Pikes Peak United Way'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 is a deficiency or a combination of deficiencies, in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance is a deficiency, or a combination of deficiencies, 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 was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weakness or significant definiteness may exist that were not identified. We identified certain deficiencies in internal control over compliance, as described in the accompany schedule of findings and questioned costs as items 2015-001, 2015-002, 2015-003 that we consider to be material weaknesses.

Pikes Peak United Way's response to the internal control over compliance findings identified in our audit is described in the accompany schedule of findings and questioned costs. Pikes Peak United Way's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on it.

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 OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

BiggsKofford, P.C. • Member AICPA

#### Report on Schedule of Expenditures of Federal Awards Required by OMB Circular A-133

We have audited the financial statements of Pikes Peak United Way as of and for the year ended June 30, 2015, and have issued our report thereon dated October 29, 2015, which contained an unmodified opinion on those financial statements. Our audit was conducted of the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

BiggsKofford, P.C.

Colorado Springs, Colorado October 29, 2015

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#### 1. SUMMARY OF AUDITOR'S RESULTS

#### Financial statements

Type of auditors' report issued:	Ur	nmodified
Internal control over financial reporting:		
Material weakness(es) identified?		No
Significant deficiencies identified?	Non	ne reported
Noncompliance material to financial statements noted?		No
Federal awards		
Internal control over major programs:		
Material weakness(es) identified?		Yes
Significant deficiencies identified?		No
Type of auditors' report issued on compliance for major programs:	Ur	nmodified
Any audit findings disclosed that are required to be reported in accordance with section 510(a) of OMB Circular A-133?		Yes
Identification of major programs		
Name of program	(	CFDA #
Emergency shelter grants program Community development block grants - entitlement grants		14.231 14.218
Dollar threshold used to determine between type A and B programs:	\$	300,000
Auditee qualified as a low-risk auditee?		No
FINANCIAL STATEMENT FINDINGS		

The audit disclosed no findings required to be reported.

#### 3. SUMMARY OF PRIOR YEAR AUDIT FINDINGS

2.

No prior year findings were reported.

# REFERENCE NUMBER Correction Actions Not Started or In Progress 2015-001 Criteria OMB Circular A-133, Subpart C, §\_\_\_.320, Report submission, requires the auditee to submit its reporting package to the Federal Audit Clearinghouse ("FAC") within the earlier of 30 days after receipt of the auditor's reports, or nine months after the end of the audit period.

#### Condition

During our field work we noted that the Organization had not submitted its reporting package as of and for the year ended June 30, 2014 report with the Federal Audit Clearinghouse ("FAC").

#### Cause

The Organization experienced turnover in accounting leadership around the time the audit as of and for the year ended June 30, 2014 was completed and new management was unfamiliar with this requirement.

#### **Effect**

The Organization is late in filing its reporting package with the FAC.

#### Perspective information

There were no findings or questioned costs from the audit as of an for the year ended June 30, 2014.

#### Questioned costs

N/A

#### **Recommendations**

We recommend management implement procedures necessary to ensure timely submission of the Organization's reporting package to the FAC.

#### REFERENCE NUMBER

**Correction Actions Not Started or In Progress** 

2015-001 <u>Views of responsible officials</u>

(continued)

Management is now aware of this requirement and has been attempting to file the Organization's reporting package as of and for the year ended June 30, 2014 report with the FAC. However, the website for submission has not been accessible since management became aware of the requirement. Management intends to continue to check accessibility of the website and submit this report as soon as possible. Management also intends to implement procedures necessary to ensure timely submissions going forward.

#### 2015-002 <u>Criteria</u>

The 2014-15 Human Services Agreement Community Development Block Grant Funds ("CDBG") Contract; Section 6 states, "In order to receive payment, Contractor must submit a Request for Reimbursement and all required attachments...All requests for reimbursement must include the Request for Reimbursement Form...and all required supporting documentation (e.g. time sheets and payroll records)."

#### **Condition**

We noted several expense reimbursement requests from a sub recipient that were submitted to the Organization without the proper backup to support the request for distributions.

#### <u>Cause</u>

The Organization did not have the controls in place to review the supporting documentation and ensure it supported the full amount of reimbursement requested.

#### Effect

The Organization distributed funds which the underlying documentation provided by the sub recipient did not substantiate.

#### Perspective information

Upon discovery of this omission, management requested and obtained documentation to substantiate all previously provided reimbursements.

# REFERENCE NUMBER Correction Actions Not Started or In Progress 2015-002 (continued) Questioned costs N/A Recommendations N/A We recommend the Organization implement procedures to ensure reimbursements to sub recipients are only provided after full review of supporting documentation to ensure all requirements have been met and substantiated.

#### Views of responsible officials

Management acknowledges the omission and intends to implement the recommendation above.

#### 2015-003 <u>Criteria</u>

OMB Circular A-133 Compliance Supplement, Part 6, Section M, *Sub Recipient Monitoring*, requires the Organization to monitor sub recipients including performing procedures to provide reasonable assurance that the sub recipient obtains required audits and takes appropriate corrective action on audit findings.

#### **Condition**

The Organization did not perform the required procedures during the period under audit.

#### <u>Cause</u>

Management was unaware of this requirement.

#### Effect

The Organization was out of compliance with this requirement.

# REFERENCE NUMBER Correction Actions Not Started or In Progress 2015-003 (continued) Perspective information Once management became aware of this requirement, they inquired of all sub recipients regarding audit requirements and determined all were either under the thresholds requiring an audit under the requirements of OMB Circular A-133 for the period in question or had received such an audit with no findings or questioned costs. Questioned costs N/A Recommendations We recommend the Organization implement procedures to ensure it complies with compliance requirements related to sub registionts of federal fundo

with compliance requirements related to sub recipients of federal funds, including obtaining reasonable assurance that required audits have been obtained and appropriate correction action is taken with respect to audit findings.

#### Views of responsible officials

Management acknowledges the omission and intends to implement the recommendation above.

# PIKES PEAK UNITED WAY SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED JUNE 30, 2015

Federal Grantor / Program Title	CFDA Number Direct		 Pass - Through		Total	
Department of Housing and Urban Development						
Continuum of care program	14.267	\$	196,174	\$ -	\$	196,174
Emergency shelter grants program	14.231		50,450	-		50,450
Community development block grants - entitlement grants	14.218		8,000	 234,600		242,600
Total Department of Housing and Urban Developmen	t		254,624	 234,600		489,224
Department of Health and Human Services						
Special programs for the aging - Title III, part B, grants for supportive services and senior centers	93.044		32,101	 -		32,101
Total Department of Health and Human Services			32,101	 		32,101
Total expenditures of federal awards		\$	286,725	\$ 234,600	\$	521,325

# PIKES PEAK UNITED WAY NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED JUNE 30, 2015

#### 1. BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards presents the Pikes Peak United Way ("Organization") expenditures charged to federal programs. The information in this schedule is presented on the accrual basis of accounting and is in accordance with the requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations.

#### 2. SUB RECIPIENTS

Of the federal expenditures presented in the schedule, the Organization provided federal awards to sub recipients as follows:

Program Title	CFDA number	pr	mounts ovided to recipients
U.S. Department of Housing and Urban Development -			
Community development block grant			
Catholic Charities - Marian House	14.218	\$	45,460
Special Kids Special Families - Zach's Place	14.218		17,000
Early Connections Learning Centers	14.218		18,500
The Salvation Army - RJ Montgomery Center	14.218		72,000
Safe Passage - Victim Advocacy	14.218		9,000
CASA - Dependency & Neglect	14.218		14,000
CASA - Supervised Engage & Parenting Time	14.218		6,500
Ascending to Health Respite Care	14.218		36,640
Interfaith Hospitality Network	14.218		7,500
The Salvation Army - Children's Discovery Center	14.218		8,000
Federal awards provided to sub recipients		\$	234,600

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