# HELPING HANDS MINISTRY OF BELTON, INC. ANNUAL FINANCIAL REPORT FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018

# HELPING HANDS MINISTRY OF BELTON, INC. TABLE OF CONTENTS

	<u>Page</u>
Independent Auditor's Report	1
FINANCIAL STATEMENTS	
Statements of Financial Position	2-3
Statements of Activities	4-5
Statements of Functional Expenses	6-7
Statements of Cash Flows	8-9
Notes to Financial Statements	10-18



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INDEPENDENT AUDITOR'S REPORT

Member of American Institute & Texas Society of Certified Public Accountants

To the Board of Directors Helping Hands Ministry of Belton, Inc. Belton, Texas

We have audited the accompanying financial statements of Helping Hands Ministry of Belton, Inc., (a nonprofit organization), which comprise the statements of financial position as of December 31, 2019 and 2018, 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. 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 Helping Hands Ministry of Belton, Inc. as December 31, 2019 and 2018, 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.

Temple, Texas November 6, 2020

Vernan & Co., P.C.

FINANCIAL STATEMENTS

#### HELPING HANDS MINISTRY OF BELTON, INC. STATEMENT OF FINANCIAL POSITION DECEMBER 31, 2019

#### **ASSETS**

Current .						
	Cash and Cash Equivalents	Unrestricted Restricted	\$	251,798 103,140		
	Total Cash and Cash Equivalents	restricted		103,710		354,938
	Contributions Receivable, Less allo Prepaid	owance of \$0				6,250
	Total Current Assets					361,188
Long Te	rm Assets: Building, Land Improvements, Furi	niture, Fixtures and Equipment,	,			
	Net of Accumulated Depreciation	•				416,593
	*	Total Assets			\$	777,781
	LIABILIT	TIES AND NET ASSETS				
Current	Liabilities: Accounts Payable				\$	3,270
	Credit Card Payable				*	16,247
	Accrued Expenses					4,287
	Total Current Liabilities					23,804
Long Te	rm Liabilities:					
	None					-
		Total Liabilities			\$	23,804
Net Ass	ets:					
	Without Donor Restrictions			664,502		
	With Donor Restrictions			89,475		
	AA (1) (1) (1) (1) (1) (1) (1) (1) (1) (1)	Total Net Assets		2,	-	753,977
		Total Liabilities and Net Asse	ets		\$	777,781

#### HELPING HANDS MINISTRY OF BELTON, INC. STATEMENT OF FINANCIAL POSITION DECEMBER 31, 2018

#### **ASSETS**

Current Assets:  Cash and Cash Equivalents	Unrestricted Restricted	\$	252,094		
Total Cash and Cash Equivalents	Restricted		81,904		333,998
Contributions Receivable, Less allo Prepaid Total Current Assets	owance of \$0				10,000 343,998
Long Term Assets:  Building, Land Improvements, Furnity Net of Accumulated Depreciation	niture, Fixtures and Equipment	<b>,</b>			439,239
	Total Assets			\$	783,237
	TIES AND NET ASSETS				
Current Liabilities: Accounts Payable Credit Card Payable Accrued Expenses				\$	- 14,346 3,808
Total Current Liabilities					18,154
Long Term Liabilities: None					_
	Total Liabilities			\$	18,154
Net Assets:					
Without Donor Restrictions, As Re	estated, See Note 2		683,179 81,904		
With Donor Restrictions	Total Net Assets		01,501	-	765,083
	Total Liabilities and Net Asse	ets		\$	783,237

#### HELPING HANDS MINISTRY OF BELTON, INC. STATEMENT OF ACTIVITIES YEAR ENDED DECEMBER 31, 2019

	Without Donor Restrictions			ith Donor estrictions		Total
Support and Revenue:			-		3,	
Donated Goods	\$	779,655	\$	¥	\$	779,655
Contributions		193,673		80,560		274,233
Grants		55,000		119,278		174,278
Special Event Income		29,341		•		29,341
Other Income		26,771		<del>=</del> 0		26,771
Net Assets Released from Restrictions:						
Satisfaction of Usage Restrictions		192,267		(192,267)		-
Total Support and Revenue		1,276,707	)	7,571		1,284,278
Expenses:					-	
Program Services		1,249,456		=1		1,249,456
Management and General		30,412		•		30,412
Fundraising		15,516	2	-		15,516
Total Expenses		1,295,384	D.	<b></b>		1,295,384
Changes in Net Assets		(18,677)		7,571		(11,106)
Net Assets:						
Beginning of Year		683,179		81,904		765,083
End of Year	\$	664,502	\$	89,475	\$	753,977

#### HELPING HANDS MINISTRY OF BELTON, INC. STATEMENT OF ACTIVITIES YEAR ENDED DECEMBER 31, 2018

		nout Donor strictions	th Donor strictions	Total	
Support and Revenue:					
Donated Goods	\$	675,669	\$ -	\$ 675,6	69
Contributions		303,128	50,223	353,3	51
Grants		79,818	81,800	161,6	18
Special Event Income		41,344	3 <del>**</del> 3	41,3	44
Other Income		22,615	i la l	22,6	15
Net Assets Released from Restrictions:					
Satisfaction of Usage Restrictions	V	140,931	 (140,931)		
Total Support and Revenue	V 20	1,263,505	 (8,908)	1,254,5	97
Expenses:					
Program Services		1,124,959	; <del>-</del>	1,124,9	59
Management and General		29,225	: <b></b>	29,2	25
Fundraising		13,708	 ble .	13,7	80
Total Expenses		1,167,892	 -	1,167,8	92
Changes in Net Assets		95,613	(8,908)	86,7	05
Net Assets:  Beginning of Year, As Restated, See Note 2		587,566	 90,812	678,3	378_
End of Year, As Restated, See Note 2	\$	683,179	\$ 81,904	\$ 765,0	)83

#### HELPING HANDS MINISTRY OF BELTON, INC. STATEMENT OF FUNCTIONAL EXPENSES YEAR ENDED DECEMBER 31, 2019

		Program Services	nagement   General	<u>Fun</u>	draising	 Total -
Donated Goods	\$	779,655	\$ -	\$	-	\$ 779,655
Food and School Supplies Purchased		95,808	-		-	95,808
Rent, Utility and Other Benevolent						
Expenses Paid for Clients		138,239	-		=	138,239
Personnel		156,228	17,957		5,387	179,572
Volunteer Support and Supplies		-	3,515		-	3,515
Insurance		9,612	1,068		=	10,680
Interest		-	-		-	•
Mileage and Automobile Expense		5,500	632		190	6,322
Supplies		4,426	509		153	5,088
Office, Postage and Printing		5,401	621		186	6,208
Utilities		18,791	2,088		_	20,879
Professional Services		5,655	650		195	6,500
Repair and Maintenance		3,947	439		**	4,386
Fundraising			25		9,205	9,205
Miscellaneous	% <u></u>	5,813	 668		200	6,681
Total Expenses Before						
Depreciation		1,229,075	28,147		15,516	1,272,738
Depreciation Expense		20,381	 2,265	1 <del>0.</del>	-	 22,646
Total Expenses		1,249,456	\$ 30,412	\$	15,516	\$ 1,295,384

#### HELPING HANDS MINISTRY OF BELTON, INC. STATEMENT OF FUNCTIONAL EXPENSES YEAR ENDED DECEMBER 31, 2018

		Program Services		nagement General	Fun	draising	-	Total
Donated Goods	\$	675,669	\$	-	\$	:=	\$	675,669
Food and School Supplies Purchased		108,187		-		-		108,187
Rent, Utility and Other Benevolent								
Expenses Paid for Clients		115,920		~		i¥:		115,920
Personnel		150,556		17,305		5,192		173,053
Volunteer Support and Supplies		-		3,535		-		3,535
Insurance		8,915		991		-		9,906
Interest		-		-		1000		=
Mileage and Automobile Expense		4,021		462		139		4,622
Supplies		3,243		373		112		3,728
Office, Postage and Printing		8,044		925		277		9,246
Utilities		19,534		2,171		7-		21,705
Professional Services		5,655		650		195		6,500
Repair and Maintenance		1,154		128		9 <u>2</u> 1		1,282
Fundraising		-		ā		7,692		7,692
Miscellaneous		2,923		336		101		3,360
Total Expenses Before								
Depreciation		1,103,821		26,876		13,708		1,144,405
Depreciation Expense, as Restated, See Note 2		21,138	-	2,349		<u> </u>		23,487
Total Expenses	·	1,124,959	\$	29,225	\$	13,708	\$	1,167,892

# HELPING HANDS MINISTRY OF BELTON, INC. STATEMENT OF CASH FLOWS YEAR ENDED DECEMBER 31, 2019

Cash Flows from Operating Activities:	
Changes in Net Assets	\$ (11,106)
Adjustments to Reconcile Change in Net Assets	
to Net Cash Flows from Operating Activities:	
Depreciation	22,646
(Increase) Decrease Contributions Receivable	(6,250)
(Increase) Decrease Prepaid Asset	10,000
Increase (Decrease) Accounts Payable	3,270
Increase (Decrease) Credit Card Payable	1,901
Increase (Decrease) Accrued Payable	 479
Net Cash Flows Provided/(Used) by Operating Activities	20,940
Cash Flows from Investing Activities:	
None	 Mb Mb M
Net Cash Flows Provided/(Used) by Investing Activities	51
Cash Flows from Financing Activities:	
None	 <b>-</b>
Net Cash Flows Provided/(Used) by Financing Activities	 
Net Increase/(Decrease) in Cash, Cash Equivalents and Restricted Cash	20,940
Cash, Cash Equivalents, and Restricted Cash:	
Beginning of Year	 333,998
End of Year	\$ 354,938

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

Significant Noncash Investing and Financing Activities:

None

#### HELPING HANDS MINISTRY OF BELTON, INC. STATEMENT OF CASH FLOWS YEAR ENDED DECEMBER 31, 2018

Cash Flows from Operating Activities:	
Changes in Net Assets	\$ 86,705
Adjustments to Reconcile Change in Net Assets	
to Net Cash Flows from Operating Activities:	
Depreciation	23,487
(Increase) Decrease Contributions Receivable	=
(Increase) Decrease Prepaid Asset	(1,746)
Increase (Decrease) Accounts Payable	pan
Increase (Decrease) Credit Card Payable	1,392
Increase (Decrease) Accrued Payable	 498
Net Cash Flows Provided/(Used) by Operating Activities	110,336
Cash Flows from Investing Activities:	
None	
Net Cash Flows Provided/(Used) by Investing Activities	-
Cash Flows from Financing Activities:	
None	 
Net Cash Flows Provided/(Used) by Financing Activities	 <u> </u>
Net Increase/(Decrease) in Cash, Cash Equivalents and Restricted Cash	110,336
Cash, Cash Equivalents, and Restricted Cash: Beginning of Year	223,662
	<del>20 - 2</del> .
End of Year	\$ 333,998

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

Significant Noncash Investing and Financing Activities:

None

# NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Nature of Activities:

Helping Hands Ministry of Belton, Inc. (the Organization) was created as a nonprofit voluntary health and welfare service corporation to enable member churches to fulfill their compassionate ministry of providing basic human needs to include food, clothing, benevolence, counseling, education and compassionate ministries. The Organization serves qualified individuals and families within the Belton Independent School District.

#### **Basis of Presentation:**

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

#### Federal Income Tax:

The Organization is exempt from federal income tax under Internal Revenue Code Section 501(c)(3) and therefore has made no provision for federal income taxes in the accompanying financial statements. In addition, the Organization has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a) of the Internal Revenue Code. There was no unrelated business income for 2019 or 2018.

#### Reclassifications:

Certain comparative data have been reclassified to present such amounts in a manner consistent with the current year's financial statements.

#### **Estimates:**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

#### Cash and Cash Equivalents:

Cash and cash equivalents consist of short-term, highly liquid investments, which are readily convertible into cash within ninety days of purchase. This includes unrestricted cash and temporarily restricted cash.

#### Building, Land Improvements, Furniture, Fixtures and Equipment:

The Organization's building, land improvements, furniture and equipment is recorded at cost or at estimated fair value at the date of the gift. Donations are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. The entity capitalizes any item costing \$2,500 or more, including donations of that value. Depreciation is provided using the straight-line method over the estimated useful lives of the assets as follows:

Buildings 39 years
Land Improvements 15 years
Furniture, Fixtures and Equipment 5 to 7 years

#### Revenue:

The Organization's revenue is primarily from food and household goods donated by the general public and other food banks. Contributions are recorded as revenue when received.

#### **Donated Goods and Services:**

The Organization reports gifts of donated food and grocery products over which it has control as revenue, and shortly thereafter, as expense when granted to qualified families and individuals. The Organization used an approximate average wholesale value of \$1.62 and \$1.68 per pound of donated food for 2019 and 2018, respectively, as determined by a national study by Feeding America – The Nation's Food Bank Network.

The Organization reports gifts of donated new clothing and school supplies through its "Apple Tree" program as revenue, and shortly thereafter, as expense when granted to qualified families and individuals. The Organization used an approximate average value of \$90 and \$90 of donated goods distributed per child for 2019 and 2018, respectively.

The Organization receives contributions of used clothing from the general public in which it has control as revenue, and shortly thereafter, as expense when granted to qualified families and individuals. The Organization used an approximate average value of \$0.25 and \$0.25 per pound for 2019 and 2018, respectively.

Donated services are recognized if the services received (a) create or enhance nonfinancial assets or (b) require specialized skills that are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation. A substantial number of volunteers have donated significant amounts of time to the Organization's activities. However, no amounts have been reflected in the financial statements for these services as the criteria for recognition have not been met.

#### Net Assets:

The Organization has adopted FASB section 958-205-05, as amended by ASU 2016-14, *Presentation of Financial Statements of Not-for-Profit Entities*. This standard establishes standards for external financial reporting by Not-for-Profit Organizations and requires that resources are classified for accounting and reporting purposes into two net asset categories according to the existence or absence of donor or grantor-imposed restrictions, as follows:

<u>Net Assets without Donor Restrictions</u> – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions.

Net Assets with Donor Restrictions – Net assets that are subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

#### Functional Allocation of Expenses:

The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. These expenses include personnel, mileage and automobile expense, and professional services which is allocated based upon a best estimate of time and effort. Insurance, interest, utilities, repair and maintenance and depreciation expense are allocated based upon a best estimate of use of square footage basis. The remaining allocated expenses (supplies, office, postage and printing, and miscellaneous) are allocated based upon a best estimated use of the expense.

#### NOTE 2 - RESTATEMENT OF FINANCIAL STATEMENTS

During the fiscal year ended 2019, the organization determined that a vehicle with an estimated donation value of \$18,500 was previously donated to the organization during the 2017 fiscal year but was not recorded as a fixed asset and a donation. The effect on the 2017 ending net assets is as follows:

	Without Donor Restrictions		 th Donor strictions	Total Net Assets		
Net Assets as Previously Reported	\$	570,299	\$ 90,812	\$	661,111	
Donation of Vehicle		18,500	•		18,500	
Depreciation on Donated Vehicle	\$	(1,233)	\$ ) <b>-</b>		(1,233)	
Net assets, as restated:	\$	587,566	\$ 90,812	\$	678,378	

The effect on the 2018 ending net assets is as follows:

	 hout Donor estrictions	 th Donor strictions	Total Net Assets
2018 Net Assets as Previously Reported 2017 Net Asset Adjustments (above):	669,612 17,267	\$ 81,904	\$ 751,516 17,267
2017 Net Asset Adjustments (above).  2018 Depreciation on Donated Vehicle	(3,700)	\$ -	 (3,700)
Net assets, as restated:	\$ 683,179	\$ 81,904	\$ 765,083

#### NOTE 4 – CONTRIBUTIONS RECEIVABLE (PROMISES TO GIVE)

Unconditional promises to give are recorded as pledged. Unconditional promises to give due in the next year are reflected as current promises to give and are recorded at their net realizable value. Unconditional promises to give due in subsequent years are reflected as long-term promises to give and are recorded at the net realizable value. An allowance for uncollectible promises is provided based on management's evaluation of potential uncollectible promises receivable at year-end.

Unconditional promises to give are as follows:

	2019		2	018
Receivable in less than one year	\$	6,500	\$	•
Receivable in one to five years		-		_
Receivable more than five years		-		-
Total unconditional promises to give		6,500		**
Less allowance for uncollectible amounts		<b></b>		
Net unconditional promises to give	\$	6,500	\$	-

Conditional promises to give are recorded as pledged. Conditional promises to give due in the next year are reflected as current promises to give and are recorded at their net realizable value. Conditional promises to give due in subsequent years are reflected as long-term promises to give and are recorded at the net realizable value. An allowance for uncollectible promises is provided based on management's evaluation of potential uncollectible promises receivable at year-end. There were no conditional promises to give in 2019 and 2018.

# NOTE 5 – BUILDINGS, LAND IMPROVEMENTS, FURNITURE, FIXTURES AND EQUIPMENT

Building, land improvements, furniture and equipment at December 31, 2019, consists of the following:

Buildings and Building Improvements	\$ 527,193
Land Improvements	21,935
Furniture and Fixtures	6,303
Equipment	73,240
Total Fixed Assets:	628,671
Less: Accumulated Depreciation	 (212,078)
Net Furniture and Equipment	\$ 416,593

Building, land improvements, furniture and equipment at December 31, 2018, consists of the following:

Buildings and Building Improvements	\$	527,193
Land Improvements		21,935
Furniture and Fixtures		13,803
Equipment		73,740
	5446574444	
Total Fixed Assets:		636,671
Less: Accumulated Depreciation		(197,432)
Net Furniture and Equipment	\$	439,239

Depreciation expense was \$22,646 and \$23,487 (as restated) for the years ended December 31, 2019 and 2018, respectively.

#### NOTE 6-LONG-TERM LIABILITIES

There was no Long-term liability activity for the year ended December 31, 2019 and 2018.

#### NOTE 7 – NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions are available for the following purposes as of year-end 2019:

Sub	ect	to	Pur	pose	Restric	tions:

Total Net Assets with Donor Restrictions	\$	89,475
Other Restricted	*****	37,111
Alternative Lending		23,333
TXU Advances		13,450
Reliant Advances	\$	15,581

Net assets with donor restrictions are available for the following purposes as of year-end 2018:

#### Subject to Purpose Restrictions:

Total Net Assets with Donor Restrictions	\$	81,904
Other Restricted	<u>, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</u>	29,369
Alternative Lending		23,333
TXU Advances		18,252
Reliant Advances	\$	10,950

#### NOTE 8 - IN-KIND SUPPORT

The value of donated goods and services and the corresponding expenditures in the Statements of Activities and Functional Expenses for the year ended December 31, 2019 are as follows:

Support:	
Donated Food and Housewares	\$ 702,780
Donated School Supplies and Clothing (Apple Tree Program)	65,127
Donated Clothing	 11,748
Total	\$ 779,655
Expenses:	
Donated Food and Housewares	\$ 702,780
Donated School Supplies and Clothing (Apple Tree Program)	65,127
Donated Clothing	 11,748
Total	
	\$ 779,655

The value of donated goods and services and the corresponding expenditures in the Statements of Activities and Functional Expenses for the year ended December 31, 2018 are as follows:

Support:		
Donated Food and Housewares	\$	596,306
Donated School Supplies and Clothing (Apple Tree Program)		70,494
Donated Clothing		8,869
Total	\$	675,669
Expenses:		
Donated Food and Housewares	\$	596,306
Donated School Supplies and Clothing (Apple Tree Program)		70,494
Donated Clothing	·	8,869
Total		
	\$	675,669

#### NOTE 9 – PREPAID ASSET

During the fiscal year ended December 31, 2015, the Organization entered into an agreement with the United Way of Central Texas for the funding of the United Way Savings, Opportunities, Assets, and Results (SOAR) Collaborative. The United Way SOAR Collaborative is an Individual Development Account (IDA) program. The funds that the Organization has provided will be used exclusively as match funding for Helping Hands Ministries of Belton clients who participate in the United Way SOAR Collaborative.

The Organization paid in \$20,000 toward the SOAR program during the fiscal year ending December 31, 2015. As of the fiscal year ended 2019, the entire balance of funds have been expended.

#### NOTE 10 - COMPENSATED ABSENCES

During the 2018 fiscal year, The Organization adopted a compensated absences policy. This policy states that employees may carry up to forty hours of unused paid time off over to the following year, not to exceed eighty hours total, given certain exceptions. Paid time off is earned on the following schedule:

1-3 years: 120 hours per year 4-15 years: 160 hours per year 16+ years: 200 hours per year

The Organization has accrued \$1,259 and \$668 for the fiscal year ended 2019 and 2018.

#### NOTE 11 - LIQUIDITY AND AVAILABILITY

The Organization regularly monitors liquidity required to meet its operating needs and other commitments. The Organization's cash and cash equivalents is used for liquidity purposes.

The Organization operates within a budget and anticipates collecting sufficient revenue to cover general expenditures. Refer to the statement of cash flows which identifies the sources and uses of the Organization's cash and cash equivalents.

#### NOTE 11 - LIQUIDITY AND AVAILABILITY (CONTINUED)

As of December 31, 2019, the following financial assets could be made readily available within one year of the statement of financial position date to meet general expenditures:

Cash and Cash Equivalents:

\$ 354,938

Total Financial Assets:

354,938

Less those unavailable for general expenditures within one year, due to contractual or donor-imposed restricitions:

Restricted by donor with time or purpose restrictions:

(103, 140)

Financial assets available to meet cash needs for general

expenditures within one year:

\$ 251,798

As of December 31, 2018, the following financial assets could be made readily available within one year of the statement of financial position date to meet general expenditures:

Cash and Cash Equivalents:

\$ 333,998

Total Financial Assets:

333,998

Less those unavailable for general expenditures within one year, due to contractual or donor-imposed restricitions:

Restricted by donor with time or purpose restrictions:

(81,904)

Financial assets available to meet cash needs for general

expenditures within one year:

\$ 252,094

#### NOTE 12 - SUBSEQUENT EVENTS

As of November 6, 2020, the date the financial statements were available to be issued, there have been no events occurring subsequent to the close of the Organization's that would have a material effect on the financial condition of the Organization.