



Financial Statements  
July 31, 2017 and 2016

# Utah Parent Center, Inc.

Independent Auditor’s Report.....	1
Financial Statements	
Statements of Financial Position.....	2
Statements of Activities .....	3
Statements of Functional Expenses.....	4
Statements of Cash Flows .....	6
Notes to Financial Statements.....	7



CPAs & BUSINESS ADVISORS

## Independent Auditor's Report

The Board of Directors and Management of  
Utah Parent Center, Inc.  
Salt Lake City, Utah

### Report on the Financial Statements

We have audited the accompanying financial statements of Utah Parent Center, Inc. which comprise the statements of financial position as of July 31, 2017 and 2016, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits 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 Utah Parent Center, Inc. as of July 31, 2017 and 2016, and the change in its net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

A handwritten signature in black ink that reads "Eide Bailly LLP".

Salt Lake City, Utah  
February 16, 2018

Utah Parent Center, Inc.  
Statements of Financial Position  
July 31, 2017 and 2016

	2017	2016
Assets		
Current assets		
Cash and cash equivalents	\$ 141,966	\$ 207,466
Grants and contracts receivable	111,465	73,126
	253,431	280,592
Total current assets	253,431	280,592
Endowment	394,286	353,999
Furniture and equipment, net	13,045	7,428
Other assets	5,405	4,026
	\$ 666,167	\$ 646,045
Total assets	\$ 666,167	\$ 646,045
Liabilities and Net Assets		
Accounts payable	\$ 6,371	\$ 1,416
Accrued expenses	41,685	45,064
	48,056	46,480
Total liabilities	48,056	46,480
Net Assets		
Unrestricted	197,685	214,163
Temporarily restricted	229,983	195,209
Permanently restricted	190,443	190,193
	618,111	599,565
Total net assets	618,111	599,565
Total liabilities and net assets	\$ 666,167	\$ 646,045

Utah Parent Center, Inc.  
Statements of Activities  
Years Ended July 31, 2017 and 2016

	2017	2016
Unrestricted Net Assets		
Private donations and contributions	\$ 15,448	\$ 17,751
Grants and contracts	1,037,076	974,594
Other	3,337	2,962
	1,055,861	995,307
Net assets released from restrictions		
Restrictions satisfied	32,681	38,311
Total unrestricted support and revenue	1,088,542	1,033,618
Expenses		
Program services	1,000,102	968,222
Supporting services		
Management and general	74,817	79,417
Fundraising	30,101	4,309
Total expenses	1,105,020	1,051,948
Change in Unrestricted Net Assets	(16,478)	(18,330)
Temporarily Restricted Net Assets		
Private donations and contributions	13,029	28,114
Endowment net investment return	54,426	3,502
Net assets released from restrictions		
Restrictions satisfied	(32,681)	(38,311)
Change in Temporarily Restricted Net Assets	34,774	(6,695)
Permanently Restricted Net Assets		
Contributions	250	250
Change in Permanently Restricted Net Assets	250	250
Change in Net Assets	18,546	(24,775)
Net Assets, Beginning of Year	599,565	624,340
Net Assets, End of Year	\$ 618,111	\$ 599,565

Utah Parent Center, Inc.  
Statement of Functional Expenses  
Year Ended July 31, 2017

	Program Services	Supporting Services		Total
		Management and General	Fundraising	
Salaries and Benefits	\$ 781,460	\$ 62,056	\$ 22,774	\$ 866,290
Other Expenses				
Rent	55,182	4,382	1,608	61,172
Parent conferences and volunteer support	20,438	-	-	20,438
Printing and duplicating	15,426	1,225	449	17,100
Travel	37,493	-	1,012	38,505
Other expenses	37,191	2,953	2,779	42,923
Office supplies	13,587	1,079	397	15,063
Consultants and professional fees	16,043	1,274	468	17,785
Telephone	12,167	966	355	13,488
Postage and delivery	1,395	111	40	1,546
Depreciation	7,498	595	219	8,312
Staff development	2,222	176	-	2,398
Total expenses	<u>\$ 1,000,102</u>	<u>\$ 74,817</u>	<u>\$ 30,101</u>	<u>\$ 1,105,020</u>

Utah Parent Center, Inc.  
Statement of Functional Expenses  
Year Ended July 31, 2016

	Program Services	Supporting Services		Total
		Management and General	Fundraising	
Salaries and Benefits	\$ 732,235	\$ 64,885	\$ 3,422	\$ 800,542
Other Expenses				
Rent	55,255	4,896	258	60,409
Parent conferences and volunteer support	41,045	-	-	41,045
Printing and duplicating	11,737	1,040	55	12,832
Travel	30,934	-	133	31,067
Other expenses	32,366	2,868	151	35,385
Office supplies	15,748	1,396	74	17,218
Consultants and professional fees	23,476	2,080	110	25,666
Telephone	12,505	1,108	58	13,671
Postage and delivery	1,278	113	6	1,397
Depreciation	8,895	788	42	9,725
Staff development	2,748	243	-	2,991
Total expenses	<u>\$ 968,222</u>	<u>\$ 79,417</u>	<u>\$ 4,309</u>	<u>\$ 1,051,948</u>

Utah Parent Center, Inc.  
Statements of Cash Flows  
Years Ended July 31, 2017 and 2016

	2017	2016
Cash Flows from Operating Activities		
Change in net assets	\$ 18,546	\$ (24,775)
Adjustments to reconcile change in net assets to net cash used for operating activities		
Depreciation	8,312	9,725
Contributions restricted to endowment	(250)	(250)
Endowment net investment return	(54,426)	(3,502)
Changes in operating assets and liabilities		
Grants and contracts receivable	(38,339)	(1,620)
Other assets	(1,379)	786
Accounts payable	4,955	(3,781)
Accrued expenses	(3,379)	17,732
Net Cash used for Operating Activities	(65,960)	(5,685)
Cash Flows from Investing Activities		
Purchases of equipment	(13,929)	(4,006)
Addition to endowment	(250)	(250)
Withdrawal from endowment	14,389	13,488
Net Cash from Investing Activities	210	9,232
Cash Flows from Financing Activities		
Collection of contribution restricted to endowment	250	250
Net Cash from Financing Activities	250	250
Net Change in Cash and Cash Equivalents	(65,500)	3,797
Cash and Cash Equivalents, Beginning of Year	207,466	203,669
Cash and Cash Equivalents, End of Year	\$ 141,966	\$ 207,466



## **Note 1 - Summary of Significant Accounting Policies**

### **Organization**

Utah Parent Center, Inc. (the Organization) is a nonprofit organization providing education and training to parents of children with disabilities and special needs throughout the State of Utah.

### **Financial Statement Presentation**

The accompanying financial statements of the Organization have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

### **Cash and Cash Equivalents**

The Organization considers all cash and highly liquid financial instruments with original maturities of three months or less, and which are neither held for nor restricted by donors for long-term purposes, to be cash and cash equivalents. Cash and highly liquid financial instruments restricted to capital expenditures, permanent endowment, or other long-term purposes of the Organization are excluded from this definition.

### **Grants and Contracts Receivable and Credit Policies**

Grants and contracts receivable consist primarily of noninterest-bearing amounts due from certain government or contracted entities for reimbursements of various approved expenses incurred in connection with grants and contracts. Management determines the allowance for uncollectable accounts receivable based on its determination of the collectability of each individual account. Accounts receivable are written off when deemed uncollectable. There was no allowance for uncollectible accounts at July 31, 2017 and 2016.

### **Furniture and Equipment**

Furniture and equipment additions are recorded at cost or, if donated, at fair value on the date of the donation. Depreciation is computed using the straight-line method over the estimated useful lives of the assets ranging from three to five years. When assets are sold or otherwise disposed of, the cost and related depreciation or amortization are removed from the accounts, and any remaining gain or loss is included in the statements of activities. Costs of maintenance and repairs that do not improve or extend the useful lives of the respective assets are expensed currently.

The Organization reviews the carrying values of furniture and equipment for impairment whenever events or circumstances indicate that the carrying value of an asset may not be recoverable from the estimated future cash flows expected to result from its use and eventual disposition. When considered impaired, an impairment loss is recognized to the extent carrying value exceeds the fair value of the asset. There were no indicators of asset impairment during the years ended July 31, 2017 and 2016.

### **Investments**

Investment purchases are recorded at cost or, if donated, at fair value on the date of donation. Thereafter, investments are reported at their fair values in the statements of financial position. Net investment return is reported in the statements of activities and consists of interest and dividend income, realized and unrealized capital gains and losses, less investment management and custodial fees.

## **Net Assets**

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

*Unrestricted Net Assets* - Net assets available for use in general operations.

*Temporarily Restricted* - Net assets subject to donor restrictions that may or will be met by expenditures or actions of the Organization and/or the passage of time, and certain income earned on permanently restricted net assets that has not yet been appropriated for expenditure by the Organization's Board of Directors.

The Organization reports contributions as temporarily restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities as net assets released from restrictions.

*Permanently Restricted* - Net assets whose use is limited by donor-imposed restrictions that neither expire by the passage of time nor can be fulfilled or otherwise removed by action of the Organization. The restrictions stipulate that resources be maintained permanently but permit the Organization to expend income generated in accordance with the provisions of the agreement.

## **Revenue and Revenue Recognition**

Revenue is recognized when earned. Program service fees and payments under cost-reimbursable contracts received in advance are deferred to the applicable period in which the related services are performed or expenditures are incurred, respectively. Contributions are recognized when cash, securities or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give are not recognized until the conditions on which they depend have been substantially met.

## **Donated Services and In-Kind Contributions**

Volunteers contribute significant amounts of time to the Organization's program services, administration, and fundraising and development activities; however, the financial statements do not reflect the value of these contributed services because they do not meet recognition criteria prescribed by generally accepted accounting principles. Contributed goods are recorded at fair value at the date of donation. The Organization records donated professional services at the respective fair values of the services received.

For the years ended July 31, 2017 and 2016, the Organization recorded no donated services or in-kind contributions.

### **Functional Allocation of Expenses**

The costs of program and supporting services activities have been summarized on a functional basis in the statements of activities. The statements of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

### **Income Tax Status**

Utah Parent Center, Inc. is organized as a Utah nonprofit corporation and has been recognized by the Internal Revenue Service (IRS) as exempt from federal income taxes under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3), qualifying for the charitable contribution deduction under Section 170(b)(1)(A)(vi), and has been determined not to be a private foundation under Section 509(a)(1). The Organization is annually required to file a Return of Organization Exempt from Income Tax (Form 990) with the IRS. In addition, the Organization is subject to income tax on net income that is derived from business activities that are unrelated to its exempt purpose. The Organization has determined it is not subject to unrelated business income tax and has not filed an Exempt Organization Business Income Tax Return (Form 990-T) with the IRS.

The Organization believes that it has appropriate support for any tax positions taken affecting its annual filing requirements and, as such, does not have any uncertain tax positions that are material to the financial statements. The Organization would recognize future accrued interest and penalties related to unrecognized tax benefits and liabilities in income tax expense if such interest and penalties are incurred.

### **Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires the Organization to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates and those differences could be material.

### **Financial Instruments and Credit Risk**

The Organization manages deposit concentrations risk by placing cash, money market accounts, and certificates of deposit with financial institutions believed by management to be creditworthy. At times, amounts on deposit may exceed insured limits or include uninsured investments in money market mutual funds. To date, the Organization has not experienced losses in any of these accounts. Credit risk associated with accounts receivable is considered to be limited due to high historical collection rates and because substantial portions of the outstanding amounts are due from governmental agencies supportive of the Organization's mission. Investments are made by diversified investment managers whose performance is monitored by management and the Board of Directors. Although the fair values of investments are subject to fluctuation on a year-to-year basis, management and the Board of Directors believe that the investment policies and guidelines are prudent for the long-term welfare of the Organization.

## **Subsequent Events**

Management has made an evaluation of subsequent events through February 16, 2018, the date on which the financial statements were available to be issued.

## **Note 2 - Fair Value Measurements**

### **Financial Instruments Measured at Fair Value on a Recurring Basis**

Certain assets are reported at fair value in the financial statements. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction in the principal, or most advantageous, market at the measurement date under current market conditions regardless of whether that price is directly observable or estimated using another valuation technique. Inputs used to determine fair value refer broadly to the assumptions that market participants would use in pricing the asset or liability, including assumptions about risk. Inputs may be observable or unobservable. Observable inputs are inputs that reflect the assumptions market participants would use in pricing the asset or liability based on market data obtained from sources independent of the reporting entity. Unobservable inputs are inputs that reflect the reporting entity's own assumptions about the assumptions market participants would use in pricing the asset or liability based on the best information available. A three-tier hierarchy categorizes the inputs as follows:

Level 1 – Quoted prices (unadjusted) in active markets for identical assets or liabilities that the Organization can access at the measurement date.

Level 2 – Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly. These include quoted prices for similar assets or liabilities in active markets, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the asset or liability, and market-corroborated inputs.

Level 3 – Unobservable inputs for the asset or liability. In these situations, the Organization develops inputs using the best information available in the circumstances.

In some cases, the inputs used to measure the fair value of an asset or a liability might be categorized within different levels of the fair value hierarchy. In those cases, the fair value measurement is categorized in its entirety in the same level of the fair value hierarchy as the lowest level input that is significant to the entire measurement. Assessing the significance of a particular input to entire measurement requires judgment, taking into account factors specific to the asset or liability. The categorization of an asset within the hierarchy is based upon the pricing transparency of the asset and does not necessarily correspond to the Organization's assessment of the quality, risk or liquidity profile of the asset or liability.

The Organization's investment assets are classified within Level 1 because they are comprised of mutual funds with readily determinable fair values based on daily redemption values.

The following table presents assets measured at fair value on a recurring basis, except those measured at cost as identified below, at July 31, 2017:

<u>Assets</u>	<u>Total</u>	<u>Fair Value Measurements at Report Date Using</u>		
		<u>Quoted Prices in Active Markets for Identical Assets (Level 1)</u>	<u>Significant Other Observable Inputs (Level 2)</u>	<u>Significant Unobservable Inputs (Level 3)</u>
Endowment investments				
Cash and money market funds (at cost)	\$ 30,047	\$ 30,047	\$ -	\$ -
Mutual funds	<u>364,239</u>	<u>364,239</u>	<u>-</u>	<u>-</u>
Total endowment investments at fair value	<u>\$ 394,286</u>	<u>\$ 394,286</u>	<u>\$ -</u>	<u>\$ -</u>

The following table presents assets measured at fair value on a recurring basis, except those measured at cost as identified below, at July 31, 2016:

<u>Assets</u>	<u>Total</u>	<u>Fair Value Measurements at Report Date Using</u>		
		<u>Quoted Prices in Active Markets for Identical Assets (Level 1)</u>	<u>Significant Other Observable Inputs (Level 2)</u>	<u>Significant Unobservable Inputs (Level 3)</u>
Endowment investments				
Cash and money market funds (at cost)	\$ 21,877	\$ 21,877	\$ -	\$ -
Mutual funds	<u>332,122</u>	<u>332,122</u>	<u>-</u>	<u>-</u>
Total endowment investments at fair value	<u>\$ 353,999</u>	<u>\$ 353,999</u>	<u>\$ -</u>	<u>\$ -</u>

**Note 3 - Net Investment Return**

Net investment return consists of the following for the years ended July 31, 2017 and 2016:

	2017	2016
Endowment investments		
Interest and dividends	\$ 22,308	\$ 7,828
Net realized and unrealized gain (loss)	32,118	(4,326)
Endowment net investment return	\$ 54,426	\$ 3,502

**Note 4 - Furniture and Equipment**

Furniture and equipment consists of the following at July 31, 2017 and 2016:

	2017	2016
Furniture and equipment	\$ 60,766	\$ 52,351
Accumulated depreciation	(47,721)	(44,923)
	\$ 13,045	\$ 7,428

**Note 5 - Endowment**

The Organization's endowment (the Endowment) consists of one fund established by donors to provide annual funding for autism related community support. Net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

The Organization's Board of Directors has interpreted the Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds, unless there are explicit donor stipulations to the contrary. At July 31, 2017 and 2016, there were no such donor stipulations. As a result of this interpretation, the Organization classifies as permanently restricted net assets (a) the original value of gifts donated to the Endowment, (b) the original value of subsequent gifts donated to the Endowment (including promises to give net of discount and allowance for doubtful accounts, and (c) accumulations to the Endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added. The remaining portion of the donor-restricted Endowment 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. The Organization considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds

- The duration and preservation of the fund
- The purposes of the organization and the donor-restricted endowment fund
- General economic conditions
- The possible effect of inflation and deflation
- The expected total return from income and the appreciation of investments
- Other resources of the organization
- The investment policies of the organization

At July 31, 2017 and 2016, the Organization's Endowment consists entirely of donor-restricted funds and did not include any board designated funds.

*Investment and Spending Policies*

The Organization has adopted investment and spending policies for the Endowment that attempt to provide a predictable stream of funding for operations while seeking to maintain the purchasing power of the Endowment assets. Over time, long-term rates of return should be equal to an amount sufficient to maintain the purchasing power of the Endowment assets, to provide the necessary capital to fund the spending policy, and to cover the costs of managing the Endowment investments. A significant portion of the funds are invested to seek growth of principal over time.

The Organization uses an endowment spending-rate formula to determine the amount to spend from the Endowment each year. The rate, determined and adjusted from time to time by the Board of Directors, is applied to the average fair value of the Endowment investments for the prior year to determine the spending amount for the upcoming year applied subjectively. In establishing this policy, the Organization considered the long-term expected return on the Endowment, and set the rate with the objective of maintaining the purchasing power of the Endowment over time.

Changes in the Endowment net assets for the year ending July 31, 2017 are as follows:

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets, beginning of year	\$ -	\$ 163,806	\$ 190,193	\$ 353,999
Net investment return	-	54,426	-	54,426
Distributions	-	(14,389)	-	(14,389)
Contributions	-	-	250	250
	-	-	250	250
Endowment net assets, end of year	\$ -	\$ 203,843	\$ 190,443	\$ 394,286

Changes in the Endowment net assets for the year ending July 31, 2016 are as follows:

Endowment net assets, beginning of year	\$ -	\$ 173,792	\$ 189,943	\$ 363,735
Net investment return	-	3,502	-	3,502
Distributions	-	(13,488)	-	(13,488)
Contributions	-	-	250	250
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Endowment net assets, end of year	<u>\$ -</u>	<u>\$ 163,806</u>	<u>\$ 190,193</u>	<u>\$ 353,999</u>

**Note 6 - Temporarily Restricted Net Assets**

Temporarily restricted net assets consist of the following at July 31, 2017 and 2016:

	<u>2017</u>	<u>2016</u>
Autism related community support - endowment appreciation	\$ 203,843	\$ 163,806
Family to Family Network and Family Voices	14,851	17,255
Family Links Conference	11,195	14,054
Other	94	94
	<u>          </u>	<u>          </u>
	<u>\$ 229,983</u>	<u>\$ 195,209</u>

**Note 7 - Permanently Restricted Net Assets**

Permanently restricted net assets of \$190,443 and \$190,193 at July 31, 2017 and 2016, respectively, represent funds to be held in perpetuity. Permanently restricted net assets represent primarily an amount received from the Autism Society of Utah in 2003. Contributions totaling \$250 were received from other donors during each of the years ended July 31, 2017 and 2016, under the same conditions as those required by the Autism Society of Utah. The income generated by the Endowment shall be used for providing autism related community support.



**Note 8 - Operating Lease**

The Organization is under a lease commitment for their office space through August 31, 2020. The terms of the lease require monthly payments of \$5,350.

Future minimum lease payments are as follows:

<u>Years Ending July 31,</u>	
2018	\$ 64,200
2019	64,200
2020	<u>5,350</u>
	<u>\$ 133,750</u>

For the years ended July 31, 2017 and 2016 rent expense under this lease commitment totaled \$61,172 and \$60,409, respectively.