

STATE OF INDIANA AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS 302 WEST WASHINGTON STREET ROOM E418 INDIANAPOLIS, INDIANA 46204-2769

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August 27, 2014

Board of Directors Day Care Service, Inc. 29831 Florida Avenue Elkhart, IN 46516

We have reviewed the audit report prepared by Cullar & Associates, P.C., for the period October 1, 2011 to September 30, 2012. In our opinion, the audit report was prepared in accordance with the guidelines established by the State Board of Accounts. Per the Independent Public Accountants' opinion, the financial statements included in the report present fairly the financial condition of Day Care Service, Inc., as of September 30, 2012, and the results of its operations for the period then ended, on the basis of accounting described in the report.

The Independent Public Accountants' report is filed with this letter in our office as a matter of public record.

Paul D. Joyce

Paul D. Joyce, CPA State Examiner

FINANCIAL REPORT

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DAY CARE SERVICE, INC.

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September 30, 2012 and 2011

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors Day Care Service, Inc. Elkhart, Indiana

We have audited the accompanying statements of financial position of Day Care Service, Inc. (the "Organization") as of September 30, 2012 and 2011, and the related statements of activities, functional expenses, and cash flows for the years then ended. These financial statements are the responsibility of the Organization's management. 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Day Care Service, Inc. as of September 30, 2012 and 2011, and the changes 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.

ullan "Associates P.C.

January 21, 2013

DAY CARE SERVICE, INC. STATEMENTS OF FINANCIAL POSITION September 30, 2012 and 2011

Assets:		2012		<u>2011</u>
Current Assets:				
Cash and cash equivalents	\$	259	\$	2,103
Service fees receivable		23,184		25,644
Total current assets		23,443		27,747
Property and Equipment:				
Furniture and equipment		4,484		4,484
Less accumulated depreciation		(4,484)		(4,484)
Net property and equipment				_
Total assets	\$	23,443	<u>\$</u>	27,747
Liabilities and Net Assets:				
Current Liabilities:				
Accounts payable	\$	20,402	\$	22,464
Payroll withholdings		654		664
Total current liabilities		21,056		23,128
Net Assets, unrestricted		2,387		4,619
Total liabilities and net assets	<u>\$</u>	23,443	\$	27,747

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

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DAY CARE SERVICE, INC. STATEMENTS OF ACTIVITIES Years Ended September 30, 2012 and 2011

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Revenues and Other Support: Child and Adult Care Food Program:	<u>2012</u>	<u>2011</u>
Provider fees	\$ 277,951	\$ 251,600
Administrative fees	33,041	34,816
Membership dues and donations	1,690	2,525
Total revenues and other support	312,682	288,941
Expenses:		
Nutrition services	277,951	251,747
Management and general	36,963	36,508
Total expenses	314,914	288,255
Change in net assets	(2,232)	686
Net assets, unrestricted - beginning of year	4,619	3,933
Net assets, unrestricted - end of year	\$ 2,387	\$ 4,619

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

DAY CARE SERVICE, INC. STATEMENTS OF FUNCTIONAL EXPENSES Years Ended September 30, 2012 and 2011

		2012				2011	
	Nutrition	Management			Nutrition	Management	
	<u>Services</u>	and General		<u>Total</u>	<u>Services</u>	and General	Total
Subcontracted nutrition services	\$ 277,951 \$	ъ г	↔	277,951	\$ 251,747 \$	ب ب	\$ 251,747
Salaries and wages	I	21,383		21,383	I	22,116	22,116
Payroll-related expenses	3	1,636		1,636	I	1,692	1,692
Legal and accounting	ı	3,510		3,510	1	3,361	3,361
Supplies	•	1,190		1,190	ł	607	607
Postage	1	314		314	•	272	272
Communications	ł	744		744	ŀ	1,368	1,368
Insurance	I	3,955		3,955	τ	3,789	3,789
Travel and conferences	1	2,882		2,882	•	2,153	2,153
Bank charges	I	266		266	1	1,136	1,136
Other		352		352	3	14	14
Totals	\$ 277,951	\$ 36,963		\$ 314,914	\$ 251,747	\$ 36.508	\$ 288,255

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

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DAY CARE SERVICE, INC. STATEMENTS OF CASH FLOWS Years Ended September 30, 2012 and 2011

Change in Cash and Cash Equivalents: <u>2012</u> <u>2011</u> Cash Flows from Operating Activities: Cash received from grantors and others \$ 315,142 \$ 285,694 Cash paid to employees, suppliers, and others (316,986) (284,870) Net cash provided by (used in) operating activities (1,844)824 Cash and cash equivalents, beginning of year 2,103 1,279 Cash and cash equivalents, end of year \$ 259 \$ 2,103 Reconciliation of Change in Net Assets to Net Cash Provided by (Used in) Operating Activities: Change in net assets \$ (2,232)\$ 686 Add (deduct) items not requiring (providing) cash: (Increase) decrease in service fees receivable

(Increase) decrease in service fees receivable2,460(3,247)Increase (decrease) in accounts payable(2,062)3,433(Decrease) in payroll withholdings(10)(48)Net cash provided by (used in) operating activities\$ (1,844)\$ 824

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

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NOTE 1. NATURE OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES

Day Care Service, Inc. (the "Organization") is an Indiana nonprofit corporation organized to provide local access for licensed home day cares to the Child and Adult Care Food Program. Its operations are primarily supported by service fees from contracts with the State of Indiana.

Significant Accounting Policies:

Use of estimates:

The process of preparing financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues, and expenses. Such estimates primarily relate to unsettled transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

Significant estimates used in the accompanying financial statements include:

- The majority of the Organization's revenue is earned from cost-reimbursement awards from governmental agencies that are governed by federal and State cost principles and other administrative and programmatic regulations and are subject to audit by regulatory authorities. It is at least reasonably possible that revenue earned under such awards will be adjusted upon audit.
- The costs of providing the program and the supporting service have been summarized on a functional basis in the statements of activities and functional expenses. Accordingly, certain expenses have been allocated between the program and the supporting service benefited based on management's best estimates. In addition, because the Organization receives the majority of its support from grants from governmental agencies, fund raising costs are not material and are not separately presented in the accompanying financial statements.

Net asset classes:

The Organization reports its activities and financial position by the following classes of net assets:

Unrestricted net assets are those currently available for use by the Organization.

Temporarily restricted net assets are those received with donor stipulations that limit the use of the donated assets. When stipulated time restrictions expire or purpose restrictions are accomplished, these net assets are reclassified to unrestricted net assets and reported in the statements of activities as net assets released from restrictions.

Cash and cash equivalents:

The Organization considers all time deposits, certificates of deposits, and highly liquid debt instruments with an original maturity of three months or less to be cash equivalents.

Property and equipment:

Property and equipment is stated at cost if purchased, or at fair market value at the date of receipt if donated. Depreciation is recorded by the straight-line method over the estimated useful lives of the assets, which are generally from three to seven years.

Service fees:

The Organization receives fees for administration and subcontracted childcare services on a cost-reimbursement basis. Revenue is recognized in the period in which reimbursable costs are incurred.

Contributions:

The Organization reports gifts and grants of cash and other assets as income when unconditionally promised and are considered to be available for unrestricted use unless specifically restricted by donor. 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. However, if a restriction is fulfilled in the same time period in which the contribution is received, the Organization reports the support as unrestricted. Typically, the Organization has not received restricted contributions.

Income taxes:

The Organization is exempt from income tax under Internal Revenue Code Section 501(c)(3) and a similar section of the Indiana Code, except for taxes on unrelated business income. Consequently, the accompanying financial statements generally contain no provision for income taxes. The Organization is classified by the Internal Revenue Service as other than a private foundation under Internal Revenue Code Section 509(a)(1).

The Organization recognizes the tax benefit from an uncertain tax position only if it is more likely than not that the position will be sustained on examination by taxing authorities based on the technical merits of the position. The tax benefits recognized in the financial statements from such a position are measured based on the largest benefit that has a greater than 50% likelihood of being realized upon ultimate settlement. Examples of tax positions include the tax-exempt status of the Organization and positions related to the potential sources of unrelated business taxable income. Management has not identified any uncertain tax positions taken or expected to be taken in a tax return, and there are no unrecognized tax benefits recorded as liabilities in the accompanying financial statements. The Organization classifies interest and penalties, if any, associated with uncertain tax positions as a component of income tax expense. There was no accrued interest or any penalties related to unrecognized tax benefits at September 30, 2012 or 2011, or any interest or penalties expense related to unrecognized tax benefits for the years then ended. The Organization is no longer subject to examination by the Internal Revenue Service or the State of Indiana for years prior to September 30, 2009.

NOTE 2. SERVICE FEES AND SUBCONTRACTED SERVICES

The Organization contracts with the Indiana Department of Education to coordinate and administer the Child and Adult Care Food Program. These services are provided by other entities under subcontract agreements with the Organization. The Organization earns administrative fees under this contract. Administrative fees earned for the years ended September 30, 2012 and 2011, respectively, were \$33,041 and \$34,816. Amounts received to reimburse subcontractors for the years ended September 30, 2012 and 2011, respectively, were \$277,951 and \$251,600.

NOTE 3. CONCENTRATIONS

The Organization's contributors and program recipients are concentrated in the Elkhart County Indiana area. Accordingly, its contributions, grants, and service fees may be affected by conditions in that area.

For both years ended September 30, 2012 and 2011, approximately 100% of total revenues were received from the Indiana Department of Education for the Child and Adult Care Food Program. In addition, 100% of service fees receivable at both September 30, 2012 and 2011 are due from the Indiana Department of Education, which represents a concentration of credit risk.

NOTE 4. SUBSEQUENT EVENTS INFORMATION

The date through which events occurring subsequent to September 30, 2012 have been evaluated for possible adjustment to the financial statements or disclosure is January 21, 2013, the date on which the financial statements were available to be issued.

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