<u>UNION – SNYDER AGENCY ON AGING, INC.</u>

FINANCIAL STATEMENTS AND SUPPLEMENTAL INFORMATION AND SINGLE AUDIT REPORTS

JUNE 30, 2017

<u>UNION – SNYDER AGENCY ON AGING, INC</u>

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Union-Snyder Agency on Aging, Inc.

Report on the Financial Statements

We have audited the accompanying financial statements of Union-Snyder Agency on Aging, Inc (a nonprofit organization) which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, and cash flows, for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free 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 Union-Snyder Agency on Aging, Inc., as of June 30, 2017, 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

Other information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplemental schedules are presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying schedule of expenditures of federal awards as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 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 recording such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects, in relation to the financial statements taken as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 4, 2017 on our consideration of Union-Snyder Agency on Aging, Inc.'s, internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the 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 considered Union-Snyder Agency on Aging, Inc.'s internal control over financial reporting and compliance.

Sechal s. Partith, LLE

Dunmore, Pennsylvania December 4, 2017

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2017

		ASSETS						
	Gr	Foster andparent activities		Il Other	<u></u> E	Inter- Agency limination		Agency Total
CURRENT ASSETS:	Ф	52,000	Ф	(04745	Φ		φ	727 025
Cash	\$	53,090 454,178	\$	684,745	\$	-	\$	737,835 454,178
Investments Accounts Receivable		434,178		-		-		434,176
Federal and State Sources		_		107,273		_		107,273
Other Receivables		1,540		12,264		-		13,804
Interfund Receivable		7,146		14,462		(21,608)		-
Prepaid Expenses		508		47,464		-		47,972
Total Current Assets		516,462		866,208		(21,608)	_	1,361,062
LONG-TERM ASSETS								
Interfund Receivable		112,701		-		(112,701)		-
Property and Equipment		-	-	1,218,081			_	1,218,081
TOTAL	<u>\$</u>	629,163	\$	2,084,289	<u>\$</u>	(134,309)	<u>\$</u>	2,579,143
LIAE	BILIT	IES AND N	ET A	<u>SSETS</u>				
CURRENT LIABILITIES:								
Accounts Payable	\$	203	\$	149,585	\$	-	\$	149,788
Accrued Payroll and Taxes		-		52,045		-		52,045
Accrued Pension		-		1,722		-		1,722
Unapplied Revenue		-		294,365		-		294,365
Interfund Payable	-	14,462	-	7,146		(21,608)	_	-
Total Current Liabilities		14,665		504,863		(21,608)		497,920
LONG-TERM LIABILITIES				112 701		(112 701)		
Interfund Payable		•		112,701 43,825		(112,701)		43,825
Compensated Absences		14.665				(124 200)	_	
Total Liabilities	-	14,665		661,389		(134,309)	_	541,745
NET ASSETS Unrestricted:								
Designated by Board for Capital Reserve		_		36,904				36,904
Undesignated		_		1,222,066		-		1,222,066
Total Unrestricted		_		1,258,970		-	_	1,258,970
Temporarily Restricted		614,498		163,930		_		778,428
Total Net Assets		614,498	-	1,422,900		+	_	2,037,398
Total INCL PLOSOLO		017,770		1,722,700				2,031,370
TOTAL	<u>\$</u>	629,163	<u>\$</u>	2,084,289	<u>\$</u>	(134,309)	<u>\$</u>	2,579,143

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2017

S - S - S - S - S - S - S - S - S - S -		Fo. Grand Acti	Foster Grandparent Activities		All Other Activities			
EAND	'		TEMPORARILY RESTRICTED	UNRESTRICTED	TEMPORARILY RESTRICTED	PERMANENTLY RESTRICTED	A [gency Fotal
EAND		2				÷	6	2 003 415
E AND E AND 5.38,090 5.38,090 6.437 6.437 6.437 6.437 6.437 7.078,368 7.078,36						; ;)	463,070
E AND 538,090 6,437 3,092,337 39,385 - 9,660 - 9,660 - 9,660 - 9,04,327 3,092,337 39,385 - 3,674		•	i	1	30,325	,		30,325
EAND		ı	•	•	090,6			090,6
ENUE - 19,268 54,206		ı	1	4,788		•		4,788
EAND			19,268	54,206	•	1		73,474
E AND 538,090 (538,090) 42,358 (42,338) - 3,672,337 (42,338) - 3,672,338		i	30,115	128	ı	•		30,243
EAND 538,090 6,437 6,437 6,438 EAND 6,437 6,437 6,438 EAND 6,437 6,437 7,094,895 6,437 7,094,895 7,0973		1	32,074	•	1			32,074
E AND 538,090 (538,090) 42,358 (42,358) - 3.6 (42,358) - 3.6 (42,358) - 3.6 (43.7 3.094,895 (2.973) - 3.6 (43.7 3.094,895 (2.9	SVENUE	1	544,527	3,052,537	39,385	ı		3,636,449
UE AND 538,090 6,437	M ts	238,090	(538,090)	42,358	(42,358)	1		1
1,078,368	TOTAL SUPPORT, REVENUE AND RECLASSIFICATIONS	538,090	6,437	3,094,895	(2,973)	1		3,636,449
1,078,368								
- 2,441 439,395 449,395 449,395 448,595 4,854		ī	,	1.078.368		,		1,078,368
2,441 35,459 35,459 20,072 9,613 16,704		1	•	439,395	•	•		439,395
2,441								
- - 35,459 - - - - 4,854 - - - - 20,072 - - - - 8,251 - - - - 9,613 - - - - 11,210 - - - - 16,704 - -		ı	•	2,441	•	•		2,441
20,072 8,251 9,613 11,210 16,704		•	1	35,459	1	ı		35,459
20,072 8,251 9,613 11,210 16,704		ı	•	4,854	1	1		4,854
20,072 20,072 8,251 9,613								
8,251 9,613 11,210		•	•	20,072	1	•		20,072
9,613 11,210 16,704		,	1	8,251	1	j		8,251
11,210 16,704		1	1	9,613	1	ı		9,613
- 16,704 -		•	•	11,210	1	1		11,210
	Other Communication Expense	•	1	16,704	ı	ı		16,704

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STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2017

	Agency Total		22 914	102,380		10,562	22,594		37,943	34,561	17,444	436,002	692,170		6,8/5	42,602	82,382	70000	100,096	27,330	2,945	6,750	21,734	9,312	12,716	(continued)
	PERMANENTLY RESTRICTED		•	•		•	•		•	•	1	•	•		1	•	•		,		•	ı	t			
All Other Activities	TEMPORARILY RESTRICTED		•	1		•	•		•	•	1	•	•		•	•	•		ı	•	1		•		1	
	UNRESTRICTED		22 914	102,380		10,562	22,594		37,943	34,561	17,444	436,002	692,170		6,8/5	42,602	82,382		ı	1	•	•	•		1 ,	
iter parent rities	TEMPORARILY RESTRICTED		•	1		•	•		•		r	•	1		ī	1			1	•	•	1	ı		1	
Foster Grandparent Activities	UNRESTRICTED			•		•			•	1	1	1	•		1			,	100,096	27,330	2,945	6,750	21,734	9,312	12,716	
		EXPENSES (Continued)	Supplies and Minor Equipment Office Counties	Other Supplies	Transportation	Staff Travel	Vehicle Expense	Contracted Services	Federal Caregivers	State Caregivers	Transportation	Personal Care	Other Contracted Services	Other Operating Expenses	Training and Staff Development	Other	Depreciation	Volunteer Support Services	Salaries and Wages	Benefits	Travel	Supplies	Contractual Services	Space	Other Costs	

See accompanying notes.

(concluded)

UNION - SNYDER AGENCY ON AGING, INC

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2017

	Agency Total		234.337	53,450	545	325	000'9	29,250	29,250	4,050		3,672,886	284,492	(2/8,904)	(30,849)	2,068,247	\$ 2,037,398
	PERMANENTLY RESTRICTED		1	•	1	,	•	ı	1	•	**************************************	1	ı	1	1	1	
All Other Activities	TEMPORARILY RESTRICTED		ı	•	1	•	•	ŧ	1	•	The state of the s	1		E	(2,973)	166,903	\$ 163,930
	UNRESTRICTED		,		1		•	ľ	•		The state of the s	3,134,796	284,492	(278,904)	(34,313)	1,293,283	\$ 1,258,970
er arent ities	TEMPORARILY RESTRICTED		1	•	•		,	•	•	1		1	ī		6,437	608,061	\$ 614,498
Foster Grandparent Activities	UNRESTRICTED		734 337	53.450	00.1.00 AAA	325	000 9	29.250	29.250	4.050	000;+	538,090	1		•	1	· ·
		EXPENSES (Continued)	Volunteer Expenses Stinends	Monte	Tlaifound	Thenrance	Recognition	Travel - Volunteer Reimbursements.	Trayel - HST 4 / Cars/NCT	Dhyeical Evaminations	r ilysical examinations	Total Expenses	PDA Pass Through Revenues	PDA Pass Through Expenses	INCREASE (DECREASE) IN NET ASSETS	NET ASSETS, BEGINNING OF YEAR	NET ASSETS, END OF YEAR

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STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2017

CASH FLOWS FROM OPERATING ACTIVITIES:		
Decrease in net assets	\$	(30,849)
Adjustments to reconcile decrease in net assets		
to net cash provided by operating activities:		
Depreciation		82,382
Unrealized gain on investments		(6,631)
Realized gain on investments		(14,029)
Changes in assets and liabilities:		
Decrease in accounts receivable - Federal and State Sources		13,690
Decrease in accounts receivable - Other		6,707
Increase in prepaid expenses		(30,642)
Decrease in compensated absences		(6,991)
Increase in unapplied revenue		55,518
Decrease in accrued pension		(114)
Increase in accounts payable, accrued payroll and taxes		14,333
Net Cash Provided by Operating Activities		83,374
CASH FLOWS FROM INVESTING ACTIVITIES:		
Sale of investments		582,282
Purchase of investments		(591,737)
Net Cash Used by Investing Activities		(9,455)
NET INCREASE IN CASH		73,919
CASH AT BEGINNING OF YEAR		663,916
CASH AT END OF YEAR	<u>\$</u>	737,835

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2017

NOTE 1 – REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

Union-Snyder Agency on Aging, Inc ("Agency") is a not for profit organization incorporated in the Commonwealth of Pennsylvania. Its purpose is to provide services to qualifying citizens in Union and Snyder Counties. Services provided include congregate and home delivered meals, in-home health services, respite care, and other services for senior citizens in Union and Snyder Counties. Funding for these activities is provided through grants received through the PA Department of Aging ("PDA"), through cost sharing/fee-scale collections, and through contributions from individuals and other governmental units.

The Agency is also the sponsor of the Foster Grandparent Program of Central PA. Foster Grandparent volunteers assist in community schools and programs for youth. Funding for the Foster Grandparent Program is provided through grants from the Corporation for National and Community Service ("CNCS").

These financial statements include columnar presentation of Foster Grandparent activities, all other activities, inter-agency eliminations and entity total.

Basis of presentation

The financial statements of the Agency have been prepared in accordance with accounting principles generally accepted in the United States of America for not for profit organizations. The Agency is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Basis of accounting

The financial statements of Union-Snyder Agency on Aging, Inc have been prepared on the accrual basis accounting and accordingly reflect all significant receivables, payables and other liabilities.

Income Tax Status

The Organization is exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code. However, income from certain activities not directly related to the Agency's tax exempt purpose is subject to taxation as unrelated business income. The Agency does not engage in any activities that generate unrelated business income.

NOTE 1 – REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Income Tax Status (Continued)

In addition, the Agency qualifies for the charitable contribution deduction under Section 170 (b) (1) (A) and has been classified as an organization other than a private foundation under Section 509 (a)(2).

The Organization adopted previously deferred guidance related to uncertain tax positions. FASB ASC 740-10 and related subsections prescribes rules for recognition, measurement, classification, and disclosure in the financial statements of uncertain tax positions taken or expected to be taken in the Organization's tax returns. As a result of implementing this guidance, management has determined that the Organization does not have any uncertain tax positions and associated unrecognized benefits that materially impact the financial statements and related disclosures.

Since tax matters are subject to some degree of uncertainty, there can be no assurance that the Organization's tax returns will not be challenged by the taxing authorities and that the Organization will not be subject to additional tax, penalties, and interest as a result of such challenge. Generally, the Organization's tax returns remain open for federal income tax examination for three years from the date of filing.

Investments

The Agency carries investments in marketable securities with readily determinable fair values and all investments in debt securities at their fair values in the Statement of Financial Position.

Unrealized gains and losses are included in the change in net assets in the accompanying Statement of Activities. Investment income and gains restricted by donors are reported as increases in unrestricted net assets if the restrictions are met (either a stipulated time period ends or a purpose restriction is accomplished) in the reporting period in which the income and gains are recognized.

Promises to give

Unconditional promises to give are recognized as revenues or gains in the period received and as assets, decreases of liabilities or expenses depending on the form of benefits received. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promises become unconditional.

NOTE 1 – REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash and Cash Equivalents

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

Property and Equipment

Property and equipment are stated at cost or fair value at the date of donation. Depreciation is provided using the straight-line method over the estimated useful lives of the assets as follows:

Buildings	40 years
Equipment	5-7 years
Building Improvements	10-25 years
Computer Equipment	5 years
Furniture and Fixtures	7 years

Significant additions and betterments are capitalized. Payments for maintenance, repairs and minor renewals are charged to operations as incurred.

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 amounts and disclosures. Accordingly, actual results could differ from those estimates.

Restricted and Unrestricted Revenue

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

Client Revenues

The Agency receives cash payments from the elderly recipients of services, which cover a portion of the cost of the services being provided to them. These are recorded as program income in the statement of activities.

Accounts receivable

Accounts receivable are reported at net realizable value. Payment frequency and Grantor / Donor solvency are the factors in determining if a receivable is uncollectible. Accounts are written off when they are determined to be uncollectible based upon management's assessments of individual accounts.

(continued)

NOTE 1 – REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Pass through Grants

The Agency acts as a pass-through grantor for certain federal and non-federal funds. The Agency may disburse these funds only at the direction of PA Department of Aging. The Agency has recorded revenue and expense in relation to these funds, when costs have occurred. The revenue and expense from these pass-through grants are not revenue and expenses of the Agency, therefore these pass through grants are segregated under the heading "PDA Pass through Revenues" and "PDA Pass through Expenses in the accompanying financial statements.

Foster Grandparent Program

Revenue and expenses recognized include in-kind contributions as reported to grantors. In-kind contributions, and related in-kind expense, represent the value of services provided to the Foster Grandparent Program at no cost to the Agency. These services include medical services, meals, and transportation. These services are valued by the donors.

Evaluation of Subsequent Events

The Agency has evaluated subsequent events through December 4, 2017, the date which the financial statements were available to be issued.

NOTE 2- INVESTMENTS

A summary of investments held for long-term purposes consisted of the following at June 30, 2017:

	Market	
	<u>Value</u>	<u>Cost</u>
Cash and Cash Equivalents	\$ 24,686	\$ 24,686
Mutual Funds-Fixed Income	198,919	197,891
Mutual Funds-Equities	230,329	221,372
Accrued Income	244	244
Totals	\$ 454,178	<u>\$ 444,193</u>

NOTE 2- INVESTMENTS (CONTINUED)

	Market		N	et gains
	<u>Value</u>	<u>Cost</u>	(losses)
End of year	\$454,178	\$ 444,193	\$	9,985
Beginning of year	424,063	420,709		3,354
Unrealized gain				6,631
Interest and dividend income				10,002
Capital gain distributions				4,778
Realized gain				14,029
Investment advisory fees				(5,325)
Net investment return				30,115
Other interest income				128
Total interest and investment inc	ome		\$	30,243

NOTE 3 - INTEREST IN COMMUNITY FOUNDATION

On June 21, 2007, the Agency transferred their permanently restricted contribution to First Community Foundation of Pennsylvania ("Foundation") to establish an endowment fund. The Foundation is a community foundation serving central Pennsylvania, and is located at 330 Pine Street, Williamsport, PA 17701. The Agreement between the Agency and the Foundation states that the transfer is irrevocable and that the Foundation will make annual distribution of the income earned on the endowment funds, in accordance with their spending policy.

NOTE 4 – PROPERTY AND EQUIPMENT

Property and equipment at June 30, 2017 consists of the following:

Land	\$ 96,978
Buildings	872,809
Equipment	70,099
Building Improvements	533,345
Computer Equipment	87,531
Furniture and Fixtures	 45,333
Total	1,706,095
Less: Accumulated Depreciation	 488,014
Net Property and Equipment	\$ 1,218,081

(continued)

NOTE 5 - NOTE PAYABLE ON DEMAND

The Agency has a \$300,000 line of credit with a bank, with a variable interest rate established by the bank. At June 30, 2017, the interest rate was 2.0438%. There were no borrowings at June 30, 2017. Any borrowings are secured by business property.

NOTE 6 - PENSION PLAN

The Agency has a Simplified Employee Pension ("SEP"). The SEP is a defined contribution plan covering substantially all employees of the Agency. The Agency's contribution in the year ended June 30, 2017, totaled \$46,977, representing approximately four percent (4%) of eligible salaries.

NOTE 7 - LEASING ARRANGEMENTS

In 2000, The Agency entered into a lease agreement with West Snyder Recreation Association (a nonprofit PA corporation), in which the Agency paid \$134,000 in exchange for use of a building through 2027. This payment was funded by a grant from the PA Department of Aging and was considered an acquisition of fixed assets by the grantor. Accordingly, the payment was expensed in the year paid.

The Agency has also entered into annual building rental agreements and vehicle leases. Building rental expense was \$2,441 and vehicle lease expense was \$9,926 during the year ended June 30, 2017.

NOTE 8 - COMPENSATED ABSENCES

Employees of the Agency are granted vacation benefits in amounts up to a specified maximum number of days. At June 30, 2017, the accrued liability recorded in the accompanying financial statements is \$43,825.

NOTE 9 - SIGNIFICANT CONCENTRATION OF CREDIT RISK

The Agency maintains its deposit balances with various financial institutions. At June 30, 2017, the accounts at financial institutions are insured by the Federal Deposit Insurance Corporation up to a maximum aggregate amount per depositor, per insured bank, of \$250,000. The Agency's cash deposits with financial institutions are invested in money market funds.

(continued)

NOTE 9 - SIGNIFICANT CONCENTRATION OF CREDIT RISK (CONTINUED)

The insured and uninsured cash balances at June 30, 2017 are as follows:

Total bank balance	\$	799,624
Portion insured/collateralized	-	310,943

Uninsured Cash <u>\$ 488,681</u>

NOTE 10 - FUNCTIONAL EXPENSES

The costs of activities and the services provided by the Agency are presented by natural classification in the statement of activities. The costs of activities and the services provided by the Agency have also been allocated on a functional basis as follows:

Aging Services	\$ 2,787,582
Administration	347,214
Volunteer Support Services	180,883
Volunteer Expenses	<u>357,207</u>
Total	\$ 3,672,886

NOTE 11- TEMPORARILY RESTRICTED NET ASSETS

At June 30, 2017, temporarily restricted net assets totaled \$778,428, which consisted of Foster Grandparent net assets of \$614,498, Local Program Income of \$115,726, Federal Program Income of \$24,710, Cost Sharing of \$8,201, Home Delivered Meals net assets of \$10,000, Nurturing Neighbors Network of \$2,430, Emergency Fund of \$1,273 and Pet Fund of \$1,590. These net assets are temporarily restricted until their purpose restrictions are met.

RECONCILIATION OF NET ASSETS - GAAP BASIS (ALL OTHER ACTIVITIES)

FOR THE YEAR ENDED JUNE 30, 2017

EXCESS OF REVENUES OVER EXPENSES PER PA DEPARTMENT OF AGING REGULATIONS	\$ -
ADJUSTMENTS TO ADJUST TO GAAP BASIS:	
Accrued sick leave adjustment	6,991
Depreciation expense	(82,382)
FGP loan principal	6,796
Options cost share received	9,060
Applied options cost share	(860)
Other adjustments	(4,866)
Program Income Received	30,325
Applied Program Income	(2,350)
DECREASE IN NET ASSETS GAAP BASIS	(37,286)
NET ASSETS, BEGINNING OF YEAR	_1,460,186
NET ASSETS, END OF YEAR	\$1,422,900

See independent auditors' report

SCHEDULE OF REVENUE AND EXPENSES AND COMPARISON TO BUDGET ACTIVITIES OTHER THAN FOSTER GRANDPARENT (PDA REPORTING) FOR THE YEAR ENDED JUNE 30, 2017

	OT GRA	CTIVITIES HER THAN FOSTER INDPARENT CTIVITIES	OT: GRA	BUDGET HER THAN FOSTER NDPARENT CTIVITIES	OTH F GRAI	RIANCE IER THAN OSTER NDPARENT TIVITIES
REVENUE	\$	2,865,476	\$	3,009,820	\$	(144,344)
PDA Revenue for Service Area Program Income AAA	Ф	26,887	Ψ	49,443	Ψ	(22,556)
Other Revenue		160,701		311,014		(150,313)
Total Revenue for Service Area		3,053,064		3,370,277		(317,213)
EXPENDITURES						
Personnel						
Salaries and Wages		1,122,169		1,161,323		(39,154)
Fringe Benefits		398,967		502,724		(103,757)
Sub total		1,521,136		1,664,047		(142,911)
OCCUPANCY						
Rent		2,441		2,465		(24)
Utilities		35,459		41,685		(6,226)
Insurance		14,487		14,812		(325)
Other Occupancy Expense		4,854		4,904		(50)
Sub total		57,241		63,866		(6,625)
COMMUNICATION						
Telephone		20,072		20,806		(734)
Postage		8,251		7,700		551
Internet Access		9,613		9,555		58
Other Communication		16,331		5,500		10,831
Sub total		54,267		43,561		10,706
SUPPLIES AND MINOR EQUIPM	ENT					
Office Supplies		22,914		25,000		(2,086)
Computer Equipment/Software		18,166		16,725		1,441
Other Supplies		76,441		76,000		441
Sub total		117,521		117,725		(204)
TRANSPORTATION						
Staff Travel		9,727		12,450		(2,723)
Vehicle Expense		23,429		13,118		10,311
Sub total	-	33,156		25,568		7,588
						(continued)

See independent auditors' report

SCHEDULE OF REVENUE AND EXPENSES AND COMPARISON TO BUDGET ACTIVITIES OTHER THAN FOSTER GRANDPARENT (PDA REPORTING) FOR THE YEAR ENDED JUNE 30, 2017

TON	THE TEAK ENDED I	JINE 30, 2017	
	ACTIVITIES OTHER THAN FOSTER GRANDPARENT ACTIVITIES	BUDGET OTHER THAN FOSTER GRANDPARENT ACTIVITIES	VARIANCE OTHER THAN FOSTER GRANDPARENT ACTIVITIES
CONTRACTED SERVICES All contract services	\$ 915,290	\$ 948,107	\$ (32,817)
OTHER OPERATING EXPENSES Training and Staff Development Printing Other Sub total	6,875 11,209 341,957 360,041	10,000 1,000 463,605 474,605	(3,125) 10,209 (121,648) (114,564)
FIXED ASSETS		40,451	(40,451)
Total Expenditures for Service Area	3,058,652	3,377,930	(319,278)
PDA Pass Through Grant Revenue PDA Pass Through Expense	284,492 (278,904)	382,653 (375,000)	(98,161) 96,096
Excess of Revenue over Expenditures	-	<u> </u>	\$ -

(concluded)

SCHEDULE OF FUNCTIONAL EXPENSES AND COMPARISON TO BUDGET ACTIVITIES OTHER THAN FOSTER GRANDPARENT (PDA REPORTING) FOR THE YEAR ENDED JUNE 30, 2017

	OTI I GRA	CTIVITIES HER THAN FOSTER NDPARENT CTIVITIES	OTH F GRAN	UDGET ER THAN OSTER IDPARENT IIVITIES	VA AC OTH F GRAN	UDGET RIANCE FIVITIES ER THAN OSTER JDPARENT FIVITIES
COST CENTER						
Administration	\$	347,214	\$	378,932	\$	(31,718)
Home Delivered Meals		257,973		239,673		18,300
Congregate Meals		96,536		97,271		(735)
Socialization/Recreation/Educational						
Health Promotion		280,863		313,799		(32,936)
Volunteer Services		4,521		6,987		(2,466)
Transportation		47,024		57,763		(10,739)
Legal Assistance		-		500		(500)
Ombudsman		26,909		9,610		17,299
Information and Referral		277,361		371,487		(94,126)
Personal Care		436,002		524,000		(87,998)
Overnight Shelter		-		2,500		(2,500)
Environmental modifications		276		50,000		(49,724)
Medical Equipment Supplies		10,975		10,000		975
Assessments		216,867		223,082		(6,215)
Care Management		668,626		664,502		4,124
Protective Services		264,497		300,568		(36,071)
Domicillary Care		556		1,038		(482)
Guardianship		160		3,000		(2,840)
Consumer Reimbursement		122,292		123,218		(926)
Total Cost Centers for Service Area		3,058,652		3,377,930		(319,278)
PDA Pass Through Expense		278,904		375,000		(96,096)
Total Cost Centers	\$	3,337,556	\$	3,752,930	\$	(415,374)

SCHEDULE OF FOSTER GRANDPARENT EXPENSES

FOR THE YEAR ENDED JUNE 30, 2017

	GRAN	OSTER NDPARENT FEDERAL	GRAN	OSTER NDPARENT EDERAL	GRA	OSTER NDPARENT TOTAL
Volunteer Support Services						
Salaries and Wages	\$	11,784	\$	88,312	\$	100,096
Fringe Benefits		7,281		20,049		27,330
Local Travel		495		1,000		1,495
Long Distance Travel		750		700		1,450
Supplies		2,028		4,722		6,750
Contractual Services		13,434		8,300		21,734
Space		7,312		2,000		9,312
Communications		1,976		5,480		7,456
Printing		1,000		1,400		2,400
Trainers and Recruitment		1,000		1,050		2,050
Background Checks		360		450		810
Total Volunteer Support Services		47,420		133,463		180,883
Volunteer Expenses						
Stipends		_		234,337		234,337
Meals		38,200		15,250		53,450
Uniforms		300		245		545
Insurance		175		150		325
Recognition		3,000		3,000		6,000
Travel - Volunteer Reimbursements		14,625		14,625		29,250
Travel - USTA/Cars/NCT		14,625		14,625		29,250
Physical Examinations		3,000		1,050		4,050
Total Volunteer Expenses		73,925		283,282		357,207
Total Expense	<u>\$</u>	121,345	\$	416,745	\$	538,090

SCHEDULE OF FOSTER GRANDPARENT EXPENSES AND BUDGET

FOR THE YEAR ENDED JUNE 30, 2017

FEDERAL EXPENDITURES	FOSTER GRANDPARENT ACTIVITIES	BUDGET FOSTER GRANDPARENT ACTIVITIES	BUDGET VARIANCE FOSTER GRANDPARENT ACTIVITIES
Federal Volunteer Support Services	Φ 00.212	e 00.212	ф
Salaries and Wages	\$ 88,312	\$ 88,312	\$ -
Fringe Benefits Local Travel	20,049	20,049	-
	1,000 700	1,000 700	-
Long Distance Travel			-
Supplies Contractual Services	4,722	4,722	-
	8,300	8,300	-
Communications	5,480	5,480	-
Space	2,000	2,000	-
Printing	1,400	1,400	-
Background Checks	450	450	-
Training and Recruitment	1,050	1,050	-
Total Federal Volunteer Support Services	133,463	133,463	
Federal Volunteer Expenses			
Stipends	234,337	276,700	(42,363)
Meals	15,250	15,250	-
Uniforms	245	245	<u>.</u>
Insurance	150	150	₩
Recognition	3,000	3,000	-
Travel - Volunteer Reimbursements	14,625	14,625	-
Travel - USTA/Cars/NCT	14,625	14,625	-
Physical Examinations	1,050	1,050	
Total Federal Volunteer Expenses	283,282	325,645	(42,363)
Total Federal Expenditures	416,745	459,108	(42,363)

(continued)

SCHEDULE OF FOSTER GRANDPARENT EXPENSES AND BUDGET

FOR THE YEAR ENDED JUNE 30, 2017

NON EEDER AL EVRENDITURES	GRAN	OSTER DPARENT IVITIES	FO GRAN	JDGET OSTER DPARENT TVITIES	BUDGE VARIAN FOSTE GRANDPA ACTIVIT	ICE R RENT
Non Federal Volunteer Surrent Services						
Non Federal Volunteer Support Services Salaries and Wages	\$	11,784	\$	11,784	\$	
Fringe Benefits	Ф	7,281	Ψ	17,510		(10,229)
Local Travel		495		495	,	10,227)
Long Distance Travel		750		750		_
Supplies		2,028		2,028		_
Contractual Services		13,434		34,950	((21,516)
Space		7,312		7,312	`	
Communications		1,976		4,000		(2,024)
Printing		1,000		1,000		_
Background Checks		360		408		(48)
Training and Recruitment		1,000		1,000		`-
Total Non Federal Volunteer Support Service		47,420		81,237	((33,817)
Non Federal Volunteer Expenses Stipends Meals Uniforms Insurance Recognition Travel - Volunteer Reimbursements Travel - USTA/Cars/NCT Physical Examinations Total Non Federal Volunteer Expenses Total Non Federal Expenditures		38,200 300 175 3,000 14,625 14,625 3,000 73,925		5,534 48,000 300 175 3,000 14,625 14,625 3,000 89,259		(5,534) (9,800) - - - - - - (15,334) (49,151)
Total Expense	\$	538,090	\$	629,604	\$ ((91,514)

(concluded)

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors of Union – Snyder Agency on Aging, Inc

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of Union – Snyder Agency on Aging Inc (a nonprofit organization), which compromise the statement of financial position as of June 30, 2017, and the related statements of activities, and cash flows for the year ended, and the related notes to the financial statements, and have issued our report thereon dated December 4, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Union – Snyder Agency on Aging Inc's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Union – Snyder Agency on Aging Inc's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization'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 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 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 over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. 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 been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Union – Snyder Agency on Aging Inc'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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

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

Dunmore, Pennsylvania

Herback A. Parteth, LLC

December 4, 2017

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors of Union – Snyder Agency on Aging, Inc

Report on Compliance of Each Major Federal Program

We have audited Union – Snyder Agency on Aging, Inc.'s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Union – Snyder Agency on Aging, Inc.'s major federal programs for the year ended June 30, 2017. Union – Snyder Agency on Aging, Inc.'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 federal statutes, regulations, and terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Union – Snyder Agency on Aging, Inc.'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 the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance 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 Union – Snyder Agency on Aging, Inc.'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 audit does not provide a legal determination of Union – Snyder Agency on Aging Inc.'s compliance.

Opinion on Each Major Federal Program

In our opinion, Union – Snyder Agency on Aging, Inc.'s complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2017.

Report Internal Control over Compliance

Management of the Union – Snyder Agency on Aging, Inc. 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 of compliance, we considered the Union – Snyder Agency on Aging, Inc.'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 Uniform Guidance, 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 Union – Snyder Agency on Aging, Inc.'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 control 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 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 the internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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 the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Kerbael A. Barleth, LLC

Dunmore, Pennsylvania December 4, 2017

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE YEAR ENDED JUNE 30, 2017

A. SUMMARY OF AUDIT RESULTS

- 1. The independent auditors' report expresses an unmodified opinion on whether the financial statements of the Union-Snyder Agency on Aging, Inc were prepared in accordance with GAAP.
- 2. No significant deficiencies related to the audit of the financial statements are reported in the independent auditors' report on internal control over financial reporting and on compliance and other matters based on an audit of the financial statements performed in accordance with *Government Auditing Standards*. No material weaknesses are reported.
- 3. No instances of noncompliance material to the financial statements of Union-Snyder Agency on Aging, Inc, which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
- 4. No significant deficiencies in internal control over major federal award programs are reported in the independent auditors' report on compliance for each major program and on internal control over compliance required by Uniform Guidance. No material weaknesses are reported.
- 5. The independent auditors' report on compliance for the major federal award programs for the Union-Snyder Agency on Aging, Inc. expresses an unmodified opinion on all major federal programs.
- 6. Audit findings that are required to be reported in accordance with 2 CFR section 200.516(a) are reported in the Schedule.
- 7. The Program tested as a major program was: Foster Grandparent Program CFDA #94.011.
- 8. The threshold used for distinguishing Type A and B programs was \$750,000.
- 9. Union Snyder Agency on Aging, Inc. was determined to be a low-risk auditee.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE YEAR ENDED JUNE 30, 2017

B. FINDINGS - FINANCIAL STATEMENT AUDIT

None

C. FINDING AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS AUDIT

Findings:

None

Questioned Costs:

None

(concluded)

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED JUNE 30, 2017

			*					, v			bermook
Federal Grantor Pass-Through Grantor Proeram title	Source	Federal CFDA#	Agency/ Pass-Through Number	Grant Beginning Date	Grant Ending Date	Award	Total Received for year	(Deferred) 7/1/2016	Revenue Recognized	Federal Expenditures	(Deferred) 6/30/2017
US Department of Health and Human Services Passed through the PA Dept. of Aging:											
Aging Cluster:											
Special Programs for the Aging - Title III, Part B Grants for Supportive Services and Senior Centers	ı	93.044	4100034540	7/1/2016	6/30/2017	122,446	122,446		122,446	122,446	ı
Special Programs for the Aging- Title III, Part C Nutrition Services	Ι	93.045	4100034540	7/1/2016	6/30/2017	88,106	88,106	ı	88,106	88,106	•
Nutrition Services Incentive Program	1	93.053	4100034540	7/1/2016	6/30/2017	34,868	34,868	1	34,868	34,868	•
Total Aging Cluster							245,420	8	245,420	245,420	
Special Programs for the Aging- Title III, Part D Disease Prevention and Health Promotion Services	I	93.043	4100034540	7/1/2016	6/30/2017	10,457	10,457	,	10,457	10,457	1
Family Caregiver Support Program	I	93.052	4100034540	7/1/2016	6/30/2017	41,091	41,091	1	41,091	41,091	•
State Health Insurance Assistance Program	H	93.324	4100034540	7/1/2016	6/30/2017	10,000	10,000	1	10,000	10,000	ı

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(continued)

See accompanying notes to the schedule of expenditures of federal awards

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

FOR THE YEAR ENDED JUNE 30, 2017

Federal Grantor Federal Grant	VIII use, I 93.041 4100034540 7/1/2016 6/30/2017 1,020 1,020 - 1,020 1,020 1,020 - 1,020 1,020 - 1,020 1,020 - 1,020 1,020 1,020 - 1,020 1	lg: I 93.778 - 7/1/2016 6/30/2017 161,110 161,110 - 161,110 161,110	an I 93.778 - 7/1/2016 6/30/2017 39,609 39,609 - 39,609 39,609 39,609	532,783 - 532,783 532,783		unity D 94,011 14SFAPA002 7/1/2016 6/30/2017 463,070 463,070 - 463,070 - 463,070
4100034540			ı		14SFAPA002	
	1	н	-		Q	
	Special Programs for the Aging Title VII Programs for Prevention of Elder Abuse, Neglect and Exploitation Medicare Enrollment Assistance Program	Medical Assistance Program Passed through the PA Dept. of Aging: Medical Assistance Program	Passed through the PA Dept of Human Services: Medical Assistance Program Total Medical Assistance Program	Total US Department of Health and Human Services	Corporation for National and Community Service Foster Grandparent Program	Total Endown Armeda

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

JUNE 30, 2017

NOTE 1- SUMMARY OF SIGNIFICANT ACCOUNTING POLICES

The Union-Snyder Agency on Aging, Inc (Agency), federally funded grants are audited in accordance with the Uniform Guidance.

Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards includes all significant federally funded grant programs of Agency and has been prepared on the accrual basis of accounting.

Accrued and Deferred Reimbursement

Various reimbursement procedures are used for Federal awards received by Agency. Timing differences may occur between expenditures and reimbursements during a year. Accrued revenues at year-end represent an excess of expenditures over cash reimbursements received. Deferred revenues at year-end represent an excess of cash received over eligible program expenditures. Generally, accrued and deferred amounts caused by timing differences will be reversed in the subsequent year.

Source code:

- I Indirect funding
- D- Direct funding

SCHEDULE OF PRIOR AUDIT FINDINGS

FOR THE YEAR ENDED JUNE 30, 2017

No audit findings were presented in the Single Audit Report for the year ended June 30, 2016.