

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**  
**FINANCIAL STATEMENTS**

Years Ended June 30, 2019 and 2018

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

Years Ended June 30, 2019 and 2018

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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors of  
**Metropolitan Area Neighborhood Nutrition Alliance**

We have audited the accompanying financial statements of Metropolitan Area Neighborhood Nutrition Alliance ("MANNA"), which comprise the statements of financial position as of June 30, 2019 and 2018, and the related statements of activities, changes in net assets, functional expenses, and cash flows for the years then ended, and the related notes to 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.

### ***Auditors' 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *City of Philadelphia Subrecipient Audit Guide*. 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 auditors' 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 auditors consider 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 MANNA as of June 30, 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.

### **2019 Supplemental Information**

Our 2019 audit was conducted for the purposes of forming an opinion on the financial statements taken as a whole. The accompany schedules required by the City of Philadelphia and the *City of Philadelphia Subrecipient Audit Guide* for the year ended June 30, 2019, are presented for the purposes of additional analysis and are 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 to in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with generally accepted auditing standards accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, I relation to the financial statements as a whole.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 17, 2019, on our consideration of MANNA's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering MANNA's internal control over financial reporting and compliance.

*Mayer Hoffman McCann P.C.*

Plymouth Meeting, Pennsylvania  
December 17, 2019

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**STATEMENTS OF FINANCIAL POSITION**

June 30, 2019 and 2018

**ASSETS**

	<b><u>2019</u></b>	<b><u>2018</u></b>
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$ 877,990	\$ 1,154,470
Board-designated funds	250,000	70,000
Accounts receivable, net	884,351	745,070
Current portion of pledges receivable, net	924,129	531,136
Prepaid expenses and other current assets	<u>83,145</u>	<u>52,618</u>
<b>TOTAL CURRENT ASSETS</b>	<b><u>3,019,615</u></b>	<b><u>2,553,294</u></b>
 <b>INVESTMENTS</b>	 <b><u>8,291,122</u></b>	 <b><u>7,231,974</u></b>
 <b>PROPERTY AND EQUIPMENT, net</b>	 <b><u>4,146,855</u></b>	 <b><u>4,329,412</u></b>
 <b>OTHER ASSETS</b>		
Pledges receivable, net, less current portion above	370,050	650,777
Deposits	<u>103,612</u>	<u>136,342</u>
<b>TOTAL OTHER ASSETS</b>	<b><u>473,662</u></b>	<b><u>787,119</u></b>
 <b>TOTAL ASSETS</b>	 <b><u>\$ 15,931,254</u></b>	 <b><u>\$ 14,901,799</u></b>

**LIABILITIES AND NET ASSETS**

<b>CURRENT LIABILITIES</b>		
Accounts payable	\$ 290,671	\$ 225,564
Accrued expenses	70,489	63,359
Deferred revenue	-	859
Current portion of deferred lease liability	43,551	54,747
Current portion of deferred lease incentive	<u>37,875</u>	<u>37,875</u>
<b>TOTAL CURRENT LIABILITIES</b>	<b><u>442,586</u></b>	<b><u>382,404</u></b>
 <b>LONG-TERM LIABILITIES</b>		
Deferred lease liability, less current portion above	292,949	227,006
Deferred lease incentive, less current portion above	<u>429,250</u>	<u>467,125</u>
<b>TOTAL LONG-TERM LIABILITIES</b>	<b><u>722,199</u></b>	<b><u>694,131</u></b>
 <b>NET ASSETS</b>		
Without donor restrictions	11,258,341	10,792,428
With donor restrictions	<u>3,508,128</u>	<u>3,032,836</u>
<b>TOTAL NET ASSETS</b>	<b><u>14,766,469</u></b>	<b><u>13,825,264</u></b>
 <b>TOTAL LIABILITIES AND NET ASSETS</b>	 <b><u>\$ 15,931,254</u></b>	 <b><u>\$ 14,901,799</u></b>

See Notes to Financial Statements

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**STATEMENTS OF ACTIVITIES**

Years Ended June 30, 2019 and 2018

	2019			2018		
	Without Donor Restrictions	With Donor Restrictions	Total	Without Donor Restrictions	With Donor Restrictions	Total
<b>SUPPORT AND REVENUES</b>						
Public support						
Contributions - individuals	\$ 513,554	\$ 832,811	\$ 1,346,365	\$ 524,437	\$ 705,306	\$ 1,229,743
Contributions - corporations	311,066	24,500	335,566	387,485	-	387,485
Foundations	567,800	50,000	617,800	532,399	21,000	553,399
Fund-raising events	865,211	75,000	940,211	593,108	49,500	642,608
Other	104,375	-	104,375	126,594	-	126,594
Total public support	<u>2,362,006</u>	<u>982,311</u>	<u>3,344,317</u>	<u>2,164,023</u>	<u>775,806</u>	<u>2,939,829</u>
Contracts						
Contracts - AIDS Activities Coordinating Office	1,025,863	-	1,025,863	1,041,427	-	1,041,427
Contracts - Health insurance plans	2,837,283	-	2,837,283	3,183,653	-	3,183,653
Contracts - Other	-	-	-	7,262	-	7,262
Total contracts	<u>3,863,146</u>	<u>-</u>	<u>3,863,146</u>	<u>4,232,342</u>	<u>-</u>	<u>4,232,342</u>
Total public support and contracts	<u>6,225,152</u>	<u>982,311</u>	<u>7,207,463</u>	<u>6,396,365</u>	<u>775,806</u>	<u>7,172,171</u>
Other revenues						
In-kind donations - volunteers	565,996	-	565,996	594,400	-	594,400
In-kind goods and services	43,346	-	43,346	28,086	-	28,086
Investment income, net	378,525	28,193	406,718	192,173	3,744	195,917
Other income	29,958	-	29,958	28,102	-	28,102
Total other revenues	<u>1,017,825</u>	<u>28,193</u>	<u>1,046,018</u>	<u>842,761</u>	<u>3,744</u>	<u>846,505</u>
TOTAL SUPPORT AND REVENUES	<u>7,242,977</u>	<u>1,010,504</u>	<u>8,253,481</u>	<u>7,239,126</u>	<u>779,550</u>	<u>8,018,676</u>
NET ASSETS RELEASED FROM RESTRICTIONS	535,212	(535,212)	-	468,078	(468,078)	-
TOTAL SUPPORT AND REVENUES AND NET ASSETS RELEASED FROM RESTRICTIONS	<u>7,778,189</u>	<u>475,292</u>	<u>8,253,481</u>	<u>7,707,204</u>	<u>311,472</u>	<u>8,018,676</u>
<b>EXPENSES</b>						
Meals and services	5,749,215	-	5,749,215	5,195,858	-	5,195,858
Supporting services						
Management and general	547,803	-	547,803	472,491	-	472,491
Fund-raising	1,015,258	-	1,015,258	848,244	-	848,244
Total supporting services	<u>1,563,061</u>	<u>-</u>	<u>1,563,061</u>	<u>1,320,735</u>	<u>-</u>	<u>1,320,735</u>
TOTAL EXPENSES	<u>7,312,276</u>	<u>-</u>	<u>7,312,276</u>	<u>6,516,593</u>	<u>-</u>	<u>6,516,593</u>
INCREASE IN NET ASSETS	\$ 465,913	\$ 475,292	\$ 941,205	\$ 1,190,611	\$ 311,472	\$ 1,502,083

See Notes to Financial Statements

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**STATEMENTS OF CHANGES IN NET ASSETS**

Years Ended June 30, 2019 and 2018

	<u>2019</u>	<u>2018</u>
CHANGES IN NET ASSETS WITHOUT DONOR RESTRICTIONS		
Increase in net assets without donor restrictions	\$ 465,913	\$ 1,190,611
CHANGES IN NET ASSETS WITH DONOR RESTRICTIONS		
Capital Campaign - purpose restricted	90,804	709,050
MANNA Institute - purpose restricted	770,200	-
Fund-raising event - purpose restricted	75,000	49,500
Bus token purchases - purpose restricted	-	1,000
Facility video rebuild - purpose restricted	24,500	-
General donation - time restricted	50,000	20,000
Assets released from restrictions	(535,212)	(468,078)
Increase in net assets with donor restrictions	<u>475,292</u>	<u>311,472</u>
INCREASE IN NET ASSETS	941,205	1,502,083
NET ASSETS - BEGINNING OF YEAR	<u>13,825,264</u>	<u>12,323,181</u>
TOTAL NET ASSETS	<u>\$ 14,766,469</u>	<u>\$ 13,825,264</u>

See Notes to Financial Statements

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**STATEMENT OF FUNCTIONAL EXPENSES**

Year Ended June 30, 2019

	2019				Total
	Supporting Services				
	Meals and Services	Management and General	Fund-raising	Subtotal	
<b>PERSONNEL COSTS</b>					
Payroll	\$ 1,532,216	\$ 278,511	\$ 385,244	\$ 663,755	\$ 2,195,971
Employee benefits	308,222	39,862	60,275	100,137	408,359
Payroll taxes	113,828	17,730	29,254	46,984	160,812
<b>TOTAL PERSONNEL COSTS</b>	<b>1,954,266</b>	<b>336,103</b>	<b>474,773</b>	<b>810,876</b>	<b>2,765,142</b>
<b>NONPERSONNEL COSTS</b>					
Food and packaging	1,815,769	-	-	-	1,815,769
Insurance contract direct cost	193,967	-	-	-	193,967
Kitchen materials	18,850	-	-	-	18,850
Janitorial supplies	13,526	-	-	-	13,526
Advertising and public relations	23,707	-	35,860	35,860	59,567
Advocacy	1,128	-	-	-	1,128
Credit card processing fees	-	-	28,137	28,137	28,137
Dues, fees, and subscriptions	39,311	2,085	18,536	20,621	59,932
Equipment rentals	10,359	469	939	1,408	11,767
Event expense	2,831	-	186,108	186,108	188,939
Fuel	23,579	-	-	-	23,579
Individual giving	-	-	37,996	37,996	37,996
In-kind goods and services	568,392	-	40,950	40,950	609,342
Insurance	50,815	5,539	9,045	14,584	65,399
Licenses/permits	4,824	208	516	724	5,548
Maintenance contract	11,330	290	580	870	12,200
Miscellaneous	1,076	1,416	1,567	2,983	4,059
Newsletter expense	-	-	6,845	6,845	6,845
Office expense	49,208	8,361	2,651	11,012	60,220
Postage	3,257	1,027	12,495	13,522	16,779
Printing	11,413	-	1,501	1,501	12,914
Professional fees	94,002	21,408	918	22,326	116,328
Repairs and maintenance	55,816	230	460	690	56,506
Rent	361,081	39,361	64,270	103,631	464,712
Real estate taxes	21,723	2,368	3,866	6,234	27,957
Staff development	13,401	569	2,305	2,874	16,275
Social Enterprise	-	-	1,903	1,903	1,903
Stipends	-	-	2,500	2,500	2,500
Telecommunications and website	24,385	1,749	19,837	21,586	45,971
Travel and related expense	23,879	975	4,463	5,438	29,317
Uniforms	5,132	-	-	-	5,132
Utilities	54,109	2,546	5,092	7,638	61,747
Bad debts	-	91,775	-	91,775	91,775
Volunteer and community relations	10,734	-	-	-	10,734
<b>TOTAL NONPERSONNEL COSTS</b>	<b>3,507,604</b>	<b>180,376</b>	<b>489,340</b>	<b>669,716</b>	<b>4,177,320</b>
<b>TOTAL EXPENSES BEFORE DEPRECIATION AND AMORTIZATION</b>	<b>5,461,870</b>	<b>516,479</b>	<b>964,113</b>	<b>1,480,592</b>	<b>6,942,462</b>
<b>DEPRECIATION AND AMORTIZATION</b>	<b>287,345</b>	<b>31,324</b>	<b>51,145</b>	<b>82,469</b>	<b>369,814</b>
<b>TOTAL EXPENSES</b>	<b>\$ 5,749,215</b>	<b>\$ 547,803</b>	<b>\$ 1,015,258</b>	<b>\$ 1,563,061</b>	<b>\$ 7,312,276</b>

See Notes to Financial Statements



**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**STATEMENT OF FUNCTIONAL EXPENSES (CONTINUED)**

Year Ended June 30, 2018

	2018				Total
	Supporting Services				
	Meals and Services	Management and General	Fund-raising	Subtotal	
<b>PERSONNEL COSTS</b>					
Payroll	\$ 1,346,424	\$ 222,821	\$ 322,092	\$ 544,913	\$ 1,891,337
Employee benefits	264,283	34,493	54,071	88,564	352,847
Payroll taxes	109,237	16,093	25,333	41,426	150,663
<b>TOTAL PERSONNEL COSTS</b>	<b>1,719,944</b>	<b>273,407</b>	<b>401,496</b>	<b>674,903</b>	<b>2,394,847</b>
<b>NONPERSONNEL COSTS</b>					
Food and packaging	1,619,139	-	-	-	1,619,139
Insurance contract direct cost	129,418	-	-	-	129,418
Kitchen materials	25,716	-	-	-	25,716
Janitorial supplies	13,016	-	-	-	13,016
Advertising, marketing, and PR	2,667	-	28,080	28,080	30,747
Advocacy	1,142	1,142	-	1,142	2,284
Credit card processing fees	-	-	26,145	26,145	26,145
Dues, fees, and subscriptions	30,911	1,819	15,587	17,406	48,317
Equipment rentals	8,614	457	913	1,370	9,984
Event expense	4,550	-	132,574	132,574	137,124
Fuel	22,074	-	-	-	22,074
Individual giving	-	-	54,568	54,568	54,568
In-kind goods and services	622,486	-	-	-	622,486
Insurance	58,575	6,385	10,426	16,811	75,386
Licenses/permits	5,392	226	557	783	6,175
Maintenance contract	14,228	212	425	637	14,865
Miscellaneous	1,937	1,883	810	2,693	4,630
Newsletter expense	-	-	7,174	7,174	7,174
Office expense	24,484	6,709	2,718	9,427	33,911
Postage and printing	9,158	553	6,006	6,559	15,717
Professional fees	61,420	33,432	2,943	36,375	97,795
Repairs and maintenance	65,221	-	462	462	65,683
Rent	361,081	39,361	64,270	103,631	464,712
Real estate taxes	11,035	1,203	1,964	3,167	14,202
Staff development	5,913	340	1,104	1,444	7,357
Social enterprise	-	1,876	-	1,876	1,876
Stipends	-	-	3,273	3,273	3,273
Telecommunications and website	22,725	1,611	26,632	28,243	50,968
Travel and related expense	14,936	4,318	5,205	9,523	24,459
Uniforms	4,078	-	-	-	4,078
Utilities	41,757	2,456	4,913	7,369	49,126
Volunteer and community relations	13,337	-	-	-	13,337
Bad debts	-	64,480	-	64,480	64,480
<b>TOTAL NONPERSONNEL COSTS</b>	<b>3,195,010</b>	<b>168,463</b>	<b>396,749</b>	<b>565,212</b>	<b>3,760,222</b>
<b>TOTAL EXPENSES BEFORE DEPRECIATION AND AMORTIZATION</b>	<b>4,914,954</b>	<b>441,870</b>	<b>798,245</b>	<b>1,240,115</b>	<b>6,155,069</b>
<b>DEPRECIATION AND AMORTIZATION</b>	<b>280,904</b>	<b>30,621</b>	<b>49,999</b>	<b>80,620</b>	<b>361,524</b>
<b>TOTAL EXPENSES</b>	<b>\$ 5,195,858</b>	<b>\$ 472,491</b>	<b>\$ 848,244</b>	<b>\$ 1,320,735</b>	<b>\$ 6,516,593</b>

See Notes to Financial Statements

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**STATEMENTS OF CASH FLOWS**

Years Ended June 30, 2019 and 2018

	<u>2019</u>	<u>2018</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Increase in net assets	\$ 941,205	\$ 1,502,083
Adjustments to reconcile increase in net assets to net cash flows from operating activities		
Depreciation and amortization	369,814	361,524
Bad debt expense	91,775	64,480
Net realized gains on investments	(135,733)	(183,878)
Gain on sale of property and equipment	(14,757)	(10,184)
Net unrealized losses (gains) on investments	(131,840)	68,447
Decrease (increase) in operating assets		
Accounts receivable	(231,056)	196,067
Pledges receivable	(112,266)	1,031,597
Prepaid expenses and other assets	(30,527)	(32,387)
Deposits	32,730	44,758
Increase (decrease) in operating liabilities		
Accounts payable	65,107	20,644
Accrued expenses	7,130	47,587
Deferred revenues	(859)	(31,541)
Deferred lease incentive	(37,875)	(37,875)
Deferred lease liability	54,747	65,669
NET CASH FLOWS FROM OPERATING ACTIVITIES	<u>867,595</u>	<u>3,106,991</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Net purchase of investments	(791,575)	(3,825,926)
Purchases of property and equipment	(187,257)	(98,100)
Proceeds from sale of property and equipment	14,757	60,048
NET CASH FLOWS FROM INVESTING ACTIVITIES	<u>(964,075)</u>	<u>(3,863,978)</u>
 NET DECREASE IN CASH AND CASH EQUIVALENTS	 (96,480)	 (756,987)
 CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	 <u>1,224,470</u>	 <u>1,981,457</u>
 CASH AND CASH EQUIVALENTS, END OF YEAR	 <u>\$ 1,127,990</u>	 <u>\$ 1,224,470</u>

Cash and cash equivalents for the purposes of the statement of cash flows consists of the following:

Cash and cash equivalents	\$ 877,990	\$ 1,154,470
Board-designated funds	250,000	70,000
	<u>\$ 1,127,990</u>	<u>\$ 1,224,470</u>

See Notes to Financial Statements

## METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE

### NOTES TO FINANCIAL STATEMENTS

#### (1) Summary of significant accounting policies

**Nature of business** - Metropolitan Area Neighborhood Nutrition Alliance ("MANNA") is a non-profit, nonsectarian organization that uses nutrition to improve health for people with serious illnesses who need nourishment to heal. By providing medically tailored meals and nutrition education, they empower people to improve their health and quality of life. MANNA serves the greater Philadelphia Area, including part of New Jersey and northern Delaware. MANNA is supported primarily through contributions, grants, and special event fund-raising. For the years ended June 30, 2019 and 2018, MANNA served 1,243,963 and 1,126,220 meals, respectively. Also, for the years ended June 30, 2019 and 2018, MANNA provided meal services to 2,986 and 2,246 consumers, respectively, and nutritional counseling to 944 and 1,627 consumers, respectively.

**Basis of accounting** - The accompanying financial statements are prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

**Financial statement presentation** - MANNA is required to report information regarding its financial position and activities based on the existence or absence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

**Net Assets Without Donor Restrictions** - Net assets that are available for the support of operations and whose use is not externally restricted, although their use may be limited by other factors such as by contract or board designation.

**Net Assets With Donor Restrictions** - Some donor-imposed restrictions are temporary in nature that may or will be met, either by the passage of time or the events specified by the donor. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Contributions restricted by donors are recorded as increases in net assets without donor restrictions if the restriction expires in the reporting period in which the revenue is recognized. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity.

**Income taxes** - MANNA is a not-for-profit corporation and has been recognized as exempt from federal and state income taxes under Section 501(c)(3) of the Internal Revenue Code.

MANNA accounts for the effects of any uncertain tax positions based on a "more likely than not" threshold applied to the recognition of the tax positions being sustained based on the technical merits of the position under scrutiny by the applicable taxing authority. If a tax position or positions are deemed to result in uncertainties of those positions, the unrecognized tax benefit is estimated based on a "cumulative probability assessment" that aggregates the estimated tax liability for all uncertain tax positions. Interest and penalties assessed, if any, are accrued as income tax expense.

MANNA has identified its tax status as a tax-exempt entity as a tax position; however, MANNA has determined that such tax position does not result in an uncertainty requiring recognition.

MANNA believes it is no longer subject to income tax examinations for tax years ended prior to and including June 30, 2016.

## METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE

### NOTES TO FINANCIAL STATEMENTS

#### (1) Summary of significant accounting policies (continued)

**Contributions** - Contributions, including unconditional promises to give, are recorded as made. All contributions are available for unrestricted use unless specifically restricted by the donor. Conditional promises to give are recognized when the conditions on which they depend are substantially met. Unconditional promises to give, if any, due in the next year, are recorded at their net realizable value. Unconditional promises to give due in subsequent years are reported at present value of their net realizable value, using risk-free interest rates applicable to the years in which the promises are to be received.

**Accounts and pledges receivable** - Contributions are recognized when the donor makes a promise to give to MANNA that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions depending on the nature of the restrictions. When a restriction expires net assets with donor restrictions are reclassified to net assets without donor restrictions.

MANNA uses the allowance method to determine uncollectible pledge receivables. The allowance is based on prior years' experience and management's analysis. As of June 30, 2019 and 2018, the allowance was \$12,500 for the pledges receivable.

MANNA also provides for an allowance for losses equal to the estimated losses that will be incurred in the collection of its accounts receivable. The estimated losses are based on a review of the current status of the existing accounts receivable. As of June 30, 2019 and 2018, the allowance was \$91,775 and \$51,480, respectively.

**Contributed services** - During the years ended June 30, 2019 and 2018, contributed services meeting the requirements for recognition in the financial statements have been recorded. Many individuals volunteer their time and perform a variety of tasks that assist MANNA in its mission. MANNA received approximately 50,500 and 54,000 volunteer hours, which are necessary for it to carry out its programs during the years ended June 30, 2019 and 2018, respectively. An estimate of approximately \$566,000 and \$594,000 has been recognized for this general labor, for the years ended June 30, 2019 and 2018, respectively. During the years ended June 30, 2019 and 2018, other contributed goods and services meeting the requirements for recognition in the financial statements, in the amounts of \$43,346 and \$28,086, have been recorded. In-kind advertising received during the years ended June 30, 2019 and 2018, has been estimated at \$0 and \$2,022, respectively.

**Investments** - Investments are reported at fair value in the statements of financial position. Investment income or loss is reported in the statements of activities and consists of interest and dividend income and realized and unrealized gains and losses, less external and direct internal investment expenses.

**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. Accordingly, actual results could differ from those estimates.

**Cash and cash equivalents** - MANNA considers all highly liquid investments with a maturity of three months or less to be cash equivalents.

## METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE

### NOTES TO FINANCIAL STATEMENTS

#### (1) Summary of significant accounting policies (continued)

**Fee for service contracts** - MANNA has various provider services agreements with health insurance plans to provide meals services and nutritional counseling to referred members of the various plans. Revenue is recognized as meals are delivered or services provided.

**Property and equipment** - Donations of property and equipment are recorded as support at their estimated fair value. Such donations are reported as unrestricted support, unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Absent donor stipulations regarding how long those donated assets must be maintained, MANNA reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. MANNA reclassifies net assets with donor restrictions to net assets without donor restrictions at that time. Property and equipment are depreciated and amortized using the straight-line method over the estimated useful life. Expenditures for property costing in excess of \$1,000, or that materially increase the estimated useful life of the assets, are capitalized. Maintenance and repairs are charged to expense as incurred.

**Allocation of functional expenses** - The costs of providing MANNA's program and its supporting services have been summarized on a functional basis in the Statements of Activities. The Statement of Functional Expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the program and its supporting services. Expenses are charged to the program based on direct expenditures incurred. Any expenditure not directly chargeable has been allocated among program and supporting services classifications on the basis of time records and on estimates made by MANNA's management. Facility lease and related expenses, as well as certain telecommunications, equipment leases and commercial liability insurance have been allocated to functional classifications based on a combination of square footage of the facility and staffing of the organization. Other costs may be allocated in the same fashion based on the degree of estimated utilization.

**Deferred revenue** - Deferred revenue consists of monies received in advance for certain special events that have not taken place as of the date of the statement of financial position. Revenue will be earned as each event is completed.

**Compensated absences** - Compensated absences have not been accrued because the amount cannot be reasonably estimated.

**Advertising costs** - MANNA expenses the costs of advertising (including marketing and public relations), mainly related to special events, as incurred. Total expense was approximately \$59,600 and \$32,800 for the years ended June 30, 2019 and 2018, respectively. Included in the amount for the years ended June 30, 2019 and 2018, was \$0 and \$2,022, respectively, of in-kind advertising received.

## METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE

### NOTES TO FINANCIAL STATEMENTS

#### (1) Summary of significant accounting policies (continued)

**Recent accounting pronouncements (Pending)** - In May 2014, the Financial Accounting Standards Board ("FASB") issued Accounting Standards Update ("ASU") 2014-09, "Revenue from Contracts with Customers (Topic 606): Revenue Recognition." This standard outlines a single comprehensive model for companies to use in accounting for revenue arising from contracts with customers and supersedes most current revenue recognition guidance, including industry-specific guidance. The core principle of the revenue model is that revenue is recognized when a customer obtains control of a good or service. A customer obtains control when it has the ability to direct the use of and obtain the benefits from the good or service. Transfer of control is not the same as transfer of risks and rewards, as it is considered under the current guidance. MANNA will also need to apply the new guidance to determine whether revenue should be recognized over time or at a point in time. In August 2015, the FASB issued ASU 2015-14 which defers the effective date of ASU 2014-09 one year.

ASU 2014-09, as deferred by ASU 2015-14, will be effective for the first interim period within annual reporting periods beginning after December 15, 2018, using either of two methods: (a) retrospective to each prior reporting period presented with the option to elect certain practical expedients as defined within ASU 2014-09; or (b) retrospective with the cumulative effect of initially applying ASU 2014-09 recognized at the date of initial application and providing certain additional disclosures as defined in ASU 2014-09. MANNA is currently evaluating the accounting, transition, and disclosure requirements of the standard and cannot currently estimate the financial statement impact of adoption.

In June 2018, the FASB issued ASU 2018-08, "Not-for-Profit Entities (Topic 958): Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made." This amendment should assist entities in (1) evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) within the scope of Topic 958, Not-for-Profit Entities, or as exchange (reciprocal) transactions subject to other guidance; and (2) determining whether a contribution is conditional. This ASU will be effective for fiscal years beginning after December 15, 2019, and should be applied under a modified prospective basis. MANNA is currently evaluating the accounting, transition, and disclosure requirements of the ASU and cannot currently estimate the financial impact, if any, of such adoption.

In February 2016, the FASB issued ASU 2016-02, Leases (Topic 842). The amendments in this ASU increase transparency and comparability among organizations by recognizing lease assets and lease liabilities on the statements of financial position and disclosing key information about leasing arrangements. The ASU will be effective for fiscal years beginning after December 15, 2021. MANNA is currently evaluating the impact of the pending adoption of the new standard on the financial statements.

**Recent accounting pronouncements (Adopted)** - In August 2016, the FASB issued ASU 2016-14, "Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities." The amendments in this ASU make improvements to the information provided in financial statements and accompanying notes of not-for-profit entities. The amendments set forth the FASB's improvements to net asset classification requirements and the information presented about a not-for-profit entity's liquidity, financial performance, and cash flows. The ASU was effective for fiscal years beginning after December 15, 2017. MANNA has adopted it for the year ended June 30, 2019.

**Reclassifications** - Certain items in the 2018 financial statements have been reclassified to conform to the 2019 presentation.

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**NOTES TO FINANCIAL STATEMENTS**

**(1) Summary of significant accounting policies (continued)**

**Subsequent events** - MANNA has evaluated subsequent events through December 17, 2019, which is the date the financial statements were available to be issued.

**(2) Liquidity**

Financial assets free of donor restrictions and available for general expenditure usage within one year of the statement of financial position date as of June 30, 2019, are as follows:

Financial Assets at Year End	
Cash and cash equivalents	\$ 877,990
Investments	8,291,122
Accounts receivable, net	884,351
Pledges receivable, net	<u>1,294,179</u>
 Total financial assets	 <u>11,347,642</u>
Less amounts not available to be used within one year	
Pledges receivable, net	(370,050)
Amount designated by the board for business planning purposes	<u>(250,000)</u>
Financial assets not available within one year	<u>(620,050)</u>
 Financial assets available to meet general expenditures	 <u><u>\$ 10,727,592</u></u>

Management's policy is to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

**(3) Investments**

MANNA has invested excess unrestricted assets with professional financial advisors. These investments are allocated in various types of investments detailed as follows:

	<u>Cost</u>	<u>Fair Value</u>	<u>Unrealized Gain</u>
<b><u>June 30, 2019</u></b>			
Investments			
Cash and money market funds	\$ 282,545	\$ 282,545	\$ -
Certificates of deposit	3,439,000	3,439,000	-
Mutual funds	<u>4,161,970</u>	<u>4,569,577</u>	<u>407,607</u>
 Total investments	 <u><u>\$ 7,883,515</u></u>	 <u><u>\$ 8,291,122</u></u>	 <u><u>\$ 407,607</u></u>
	<u>Cost</u>	<u>Fair Value</u>	<u>Unrealized Gain</u>
<b><u>June 30, 2018</u></b>			
Investments			
Cash and money market funds	\$ 265,932	\$ 265,932	\$ -
Certificates of deposit	2,894,000	2,894,000	-
Mutual funds	<u>3,796,275</u>	<u>4,072,042</u>	<u>275,767</u>
 Total investments	 <u><u>\$ 6,956,207</u></u>	 <u><u>\$ 7,231,974</u></u>	 <u><u>\$ 275,767</u></u>

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**NOTES TO FINANCIAL STATEMENTS**

**(3) Investments (continued)**

Investment returns for the years ended June 30, 2018 and 2017, consisted of the following:

	<u>2019</u>	<u>2018</u>
Dividends and interest, net of investment fees (2019 - \$36,802; 2018 - \$32,995)	\$ 139,145	\$ 80,486
Net realized gains on investments	135,733	183,878
Net unrealized gains (losses) on investments	<u>131,840</u>	<u>(68,447)</u>
	<u>\$ 406,718</u>	<u>\$ 195,917</u>

**(4) Concentration of credit risk involving cash**

MANNA maintains its cash in multiple accounts with one bank located in Philadelphia, Pennsylvania and in one investment portfolio. These balances are insured by the Federal Deposit Insurance Corporation up to \$250,000. During the year, MANNA may have cash balances in these financial institutions in excess of this limit.

**(5) Property and equipment**

The following is a summary of property and equipment, at cost, less accumulated depreciation and amortization:

	<b>Estimated Useful Lives</b>	<b>June 30,</b>	
		<u>2019</u>	<u>2018</u>
Cost			
Transportation equipment	5 Yrs.	\$ 288,673	\$ 219,802
Kitchen equipment	5 Yrs.	1,061,456	1,045,265
Leasehold improvements	10 Yrs.	3,766,872	3,725,894
Office equipment	5 Yrs.	<u>901,206</u>	<u>884,069</u>
Total cost		6,018,207	5,875,030
Accumulated depreciation and amortization		<u>1,871,352</u>	<u>1,545,618</u>
Net property and equipment		<u>\$ 4,146,855</u>	<u>\$ 4,329,412</u>

Depreciation and amortization expenses were \$369,814 and \$361,524, for the years ended June 30, 2019 and 2018, respectively.



## METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE

### NOTES TO FINANCIAL STATEMENTS

#### (6) Commitments and contingencies

**Building lease** - In November of 2015, MANNA entered into a new 184-month lease agreement, commencing on June 30, 2016, for its current facility. Base monthly obligations under this agreement after a four-month rent-free period, starting at \$35,813 per month increasing by approximately 2.5% every year to a monthly rent of \$50,603. MANNA will also be responsible for a portion of operating costs and property taxes of the building. Rent is recognized on the straight-line basis over the life of the lease.

The new lease included a leasehold improvement incentive whereby MANNA received \$580,750. A deferred lease incentive liability is reflected on the statement of financial position and is being amortized over the lease term.

Future minimum rental payments required are as follows:

#### Years Ending June 30,

2020	\$	459,037
2021		470,512
2022		482,275
2023		494,332
2024		506,690
Thereafter		<u>4,122,227</u>
	\$	<u><u>6,535,073</u></u>

Rent expense for each of the years ended June 30, 2019 and 2018, was \$464,712.

**Contractual adjustments** - The contracts and grants under which MANNA conducts its programs contain provisions defining costs which are allowable and reimbursable within the program. Program billings are subject to audit by various governmental funding sources. Audits of these billings may result in adjustments for disallowances.

#### (7) Retirement plans

MANNA provided a Non-ERISA employee benefit retirement plan established pursuant to Section 403(b) of the Internal Revenue Code. An employee was eligible to join the first month after thirty (30) days employed. The benefit plan was a tax deferred annuity plan, whereby employees elected to voluntarily contribute up to the maximum amount allowed in accordance with Section 403(b) of the Internal Revenue Code. To maintain its status as a Non-ERISA 403(b) plan, matching contributions by the employer were prohibited. Therefore, no matching contributions were made during the year. During the year ended June 30, 2018, the plan was terminated.

In September 2017, MANNA began providing to its employees a defined contribution benefit plan under Section 401(k) of the Internal Revenue Code. Employees are eligible upon date of hire. MANNA will match \$1.50 for every \$1.00 deferred by the employee up to 3% of the employee's salary. The match amount can be changed by management upon a 30 day notice. Management also has the discretion to contribute a profit sharing portion that is applied to all employee's accounts whether or not they are participating in the 401(k) plan. For each of the years ended June 30, 2019 and 2018, the total match and profit sharing contribution was \$100,000.

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**NOTES TO FINANCIAL STATEMENTS**

**(8) Revenue concentration**

MANNA received approximately 13% of its total revenue for the years ended June 30, 2019 and 2018, from the City of Philadelphia, primarily for home delivered meals for AIDS/HIV positive clients. While there is no imminent plan on the part of the government to discontinue these funds, the contracts are renewed on an annual basis depending upon the availability of funds. MANNA also received approximately 11% and 19% of its total revenue for the years ended June 30, 2019 and 2018, respectively, from one of the health plans. While there is no imminent plan on the part of the health plan to terminate the ancillary agreement, the contract is renewed on an annual basis.

**(9) Line of credit**

On January 9, 2015, MANNA entered into an uncommitted, revolving line of credit agreement with a bank for maximum borrowings of \$1,500,000. The line bears interest equal to LIBOR plus 2.50%. The line of credit is collateralized by all of MANNA's investments. There was no outstanding balance on the line of credit as of June 30, 2019.

**(10) Pledges receivable**

Contributions to be received in one year or less are reported at net realizable value. Contributions to be received after one year, net of an allowance for uncollectible amounts, are initially reported at fair value, estimated by discounting them to their present value at a risk-adjusted rate. Thereafter, amortization of discounts is recorded as additional contribution revenue. An allowance for uncollectible contributions receivable is provided based upon management's judgment, considering such factors as prior collection history, type of contribution, relationship with donor, and other relevant factors.

Pledges receivable consist of capital campaign and MANNA Institute pledges. For the years ended June 30, 2018 and 2019, there are pledges due in more than one year, that are reflected at the present value of future cash flows using a discount rate of 2.50%, which will be amortized over the life of the associated pledges.

Pledges receivable consists of the following:

	<u>2019</u>	<u>2018</u>
Receivable in one year or less	\$ 936,629	\$ 543,636
Receivable in two years	296,250	404,977
Receivable in three years	85,000	220,000
Receivable in four years	-	50,000
Receivable in five or more years	<u>-</u>	<u>-</u>
Total pledges receivable before discount	1,317,879	1,218,613
Less discounts to net present value	(11,200)	(24,200)
Less provision for uncollectible pledges	<u>(12,500)</u>	<u>(12,500)</u>
Total pledges receivable	<u><u>\$ 1,294,179</u></u>	<u><u>\$ 1,181,913</u></u>

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**NOTES TO FINANCIAL STATEMENTS**

**(11) Net assets with donor restrictions and releases from restrictions**

As of June 30, 2019 and 2018, net assets with donor restrictions consist of the following amounts with donor purpose and time restrictions:

	<u>July 1, 2018</u>	<u>Contributions</u>	<u>Released From Restrictions</u>	<u>June 30, 2019</u>
Purpose restricted				
Capital Campaign	\$ 2,962,336	\$ 90,804	\$ 464,712	\$ 2,588,428
MANNA Institute	-	770,200	-	770,200
Fund-raising event	49,500	75,000	49,500	75,000
Bus token purchases	1,000	-	1,000	-
Facility video rebuild	-	24,500	-	24,500
Time restricted				
General purposes	20,000	50,000	20,000	50,000
	<u>\$ 3,032,836</u>	<u>\$ 1,010,504</u>	<u>\$ 535,212</u>	<u>\$ 3,508,128</u>

  

	<u>July 1, 2017</u>	<u>Contributions</u>	<u>Released From Restrictions</u>	<u>June 30, 2018</u>
Purpose restricted				
Capital Campaign	\$ 2,721,364	\$ 709,050	\$ 468,078	\$ 2,962,336
Fund-raising event	-	49,500	-	49,500
Bus token purchases	-	1,000	-	1,000
Time restricted				
General purposes	-	20,000	-	20,000
	<u>\$ 2,721,364</u>	<u>\$ 779,550</u>	<u>\$ 468,078</u>	<u>\$ 3,032,836</u>

**(12) Supplemental disclosure of noncash investing activities**

During the year ended June 30, 2019, MANNA disposed of \$44,080 of fully depreciated property and equipment with proceeds of \$14,757, resulting in a gain of \$14,757.

During the year ended June 30, 2018, MANNA sold property and equipment with a cost and accumulated depreciation of \$52,464 and \$2,600, respectively, with proceeds of \$60,048, resulting in a gain of \$10,184.



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## **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

### **Metropolitan Area Neighborhood Nutrition Alliance**

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, and the City of Philadelphia *Subrecipient Audit Guide*, the financial statements of Metropolitan Area Neighborhood Nutrition Alliance ("MANNA"), which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to financial statements, and have issued our report thereon dated December 17, 2019.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered MANNA'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 MANNA's internal control. Accordingly, we do not express an opinion on the effectiveness of MANNA's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of MANNA's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the 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 MANNA's financial statements are free from 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 MANNA's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering MANNA's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Mayer Hoffman McCann P.C.*

Plymouth Meeting, Pennsylvania  
December 17, 2019

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**STATEMENT OF EXPENDITURES AND REVENUES**

Year Ended June 30, 2019

PROVIDER NAME: **METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**  
FUNDING SOURCE: City of Philadelphia General Fund  
AWARD NUMBER: G9420  
AWARD AMOUNT: \$142,679  
ACTIVITY DESCRIPTIONS: Food Bank  
EFFECTIVE DATES: July 1, 2018 to June 30, 2019

PERSONNEL SERVICES:		
Salary	\$	-
Fringe benefits		-
		<hr/>
Subtotal personnel services		\$ -
OPERATING EXPENDITURES:		
Travel		-
Equipment		-
Supplies		142,679
Subcontract expenditures		-
Rent		-
Utilities		-
Communication		-
Leased equipment		-
Insurance		-
Printing		-
Repairs/maintenance		-
Other		-
		<hr/>
Subtotal operating expenditures		<u>142,679</u>
TOTAL DIRECT (PERSONNEL + OPERATING) EXPENDITURES		142,679
INDIRECT EXPENDITURES		<hr/> -
TOTAL BUDGETED EXPENDITURES		<u><u>\$ 142,679</u></u>
PROGRAM REVENUES		<u><u>\$ 142,679</u></u>
NET AACO FUNDED EXPENDITURES		<u><u>\$ 142,679</u></u>

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**STATEMENT OF EXPENDITURES AND REVENUES**

Year Ended June 30, 2019

PROVIDER NAME: **METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**  
FUNDING SOURCE: State Rebate  
AWARD NUMBER: SR9031  
AWARD AMOUNT: \$873,988  
ACTIVITY DESCRIPTIONS: Food Bank/Home Delivered Meals  
EFFECTIVE DATES: July 1, 2018 to June 30, 2019

PERSONNEL SERVICES:		
Salary	\$ 10,811	
Fringe benefits	-	
	<hr/>	
Subtotal personnel services		\$ 10,811
OPERATING EXPENDITURES:		
Travel	-	
Equipment	-	
Supplies	863,177	
Subcontract expenditures	-	
Rent	-	
Utilities	-	
Communication	-	
Leased equipment	-	
Insurance	-	
Printing	-	
Repairs/maintenance	-	
Other	-	
	<hr/>	
Subtotal operating expenditures		<u>863,177</u>
TOTAL DIRECT (PERSONNEL + OPERATING) EXPENDITURES		873,988
INDIRECT EXPENDITURES		<u>-</u>
TOTAL BUDGETED EXPENDITURES		<u><u>\$ 873,988</u></u>
PROGRAM REVENUES		<u><u>\$ 873,988</u></u>
NET AACO FUNDED EXPENDITURES		<u><u>\$ 873,988</u></u>

**METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**

**STATEMENT OF EXPENDITURES AND REVENUES**

Year Ended June 30, 2019

PROVIDER NAME: **METROPOLITAN AREA NEIGHBORHOOD NUTRITION ALLIANCE**  
FUNDING SOURCE: Part A Supplemental Ryan White HIV/AIDS Treatment Modernization Act  
AWARD NUMBER: RS8581  
AWARD AMOUNT: \$9,196  
ACTIVITY DESCRIPTIONS: Food Bank/Home Delivered Meals  
EFFECTIVE DATES: March 1, 2019 to February 28, 2020

PERSONNEL SERVICES:		
Salary	\$ -	
Fringe benefits	-	
	<hr/>	
Subtotal personnel services		\$ -
OPERATING EXPENDITURES:		
Travel	-	
Equipment	-	
Supplies	9,196	
Subcontract expenditures	-	
Rent	-	
Utilities	-	
Communication	-	
Leased equipment	-	
Insurance	-	
Printing	-	
Repairs/maintenance	-	
Other	-	
	<hr/>	
Subtotal operating expenditures		<u>9,196</u>
TOTAL DIRECT (PERSONNEL + OPERATING) EXPENDITURES		9,196
INDIRECT EXPENDITURES		<hr/> -
TOTAL BUDGETED EXPENDITURES		<u><u>\$ 9,196</u></u>
PROGRAM REVENUES		<u><u>\$ 9,196</u></u>
NET AACO FUNDED EXPENDITURES		<u><u>\$ 9,196</u></u>