

Report on Audits of Financial Statements of  
Aiken County First Steps  
to School Readiness Partnership  
*for the years ended June 30, 2011 and 2010*

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## Independent Auditors' Report

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To Board of Directors  
Aiken County First Steps to School Readiness Partnership  
Aiken, South Carolina

We have audited the accompanying statements of revenues, expenses, and changes in net assets - modified cash basis of Aiken County First Steps to School Readiness Partnership, a South Carolina non-profit corporation, (the "Partnership") as of and for the years ended June 30, 2011 and 2010 and the related statements of functional expenses - modified cash basis for the years then ended. These financial statements are the responsibility of the Partnership's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

As described in Note 1, these financial statements were prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, and net assets of Aiken County First Steps to School Readiness Partnership as of June 30, 2011 and 2010, and its revenues and expenses for the years then ended, on the basis of accounting described in Note 1.

*Scott and Company LLP*

Columbia, South Carolina  
April 16, 2012

**Aiken County First Steps to School Readiness Partnership**  
**Statements of Revenues, Expenses, and Changes in Net Assets - Modified Cash Basis**  
**for the years ended June 30,**

<u>Temporarily restricted net assets:</u>	<u>2011</u>	<u>2010</u>
<u>Revenues:</u>		
Grant revenues - South Carolina Office of First Steps to School Readiness:		
State allocation	\$ 145,982	\$ 198,756
State private	7,816	154
Education Improvement Act	29,225	25,129
Federal revenue	181,171	175,048
Interest income	42	114
Contribution income	10,596	9,476
Total revenues	374,832	408,677
Net assets released from temporary restrictions	(328,763)	(353,694)
Change in temporarily restricted net assets	46,069	54,983
 <u>Unrestricted net assets:</u>		
Net assets released from temporary restrictions	328,763	353,694
<u>Expenses:</u>		
County operations	86,053	88,337
Family strengthening	59,532	50,594
Early education programs	-	74,243
School transition	6,144	-
Child care quality	103,350	82,665
Healthy start	73,684	57,855
Total expenses	328,763	353,694
Change in unrestricted net assets	-	-
Change in net assets	46,069	54,983
 <u>Net assets at beginning of the year:</u>		
Cash	137,367	107,966
Accounts receivable	327	6,009
Accounts payable	(41,692)	(72,956)
	96,002	41,019
 <u>Net assets at end of the year:</u>		
Cash	176,531	137,367
Accounts receivable	77	327
Accounts payable	(34,537)	(41,692)
	\$ 142,071	\$ 96,002

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

**Aiken County First Steps to School Readiness Partnership  
Statement of Functional Expenses - Modified Cash Basis  
for the year ended June 30, 2011**

	Program					Total
	Administrative County operations	Family strengthening	School transition	Child care quality	Healthy Start	
Salaries	\$ 15,624	\$ 39,000	-	\$ 22,894	\$ 32,202	\$ 109,720
Payroll taxes	1,195	2,983	-	1,751	2,463	8,392
Fringe benefits	1,630	1,894	-	1,688	1,646	6,858
Professional development	209	2,180	-	2,050	400	4,839
Telephone	1,903	401	-	1,024	1,218	4,546
Office equipment-rent	673	212	-	270	192	1,347
Office equipment-purchase	1,379	172	-	1,034	861	3,446
Office supplies	2,963	278	-	1,865	1,770	6,876
Insurance (non health)	1,265	-	-	-	-	1,265
Board expense	2,830	-	-	-	-	2,830
Travel	2,788	2,143	-	2,650	1,407	8,988
Miscellaneous	813	-	-	-	-	813
Program purchased supplies	97	886	4,000	4,913	1,019	10,915
Program purchased services	52,684	9,383	2,144	63,211	30,506	157,928
	<u>\$ 86,053</u>	<u>\$ 59,532</u>	<u>\$ 6,144</u>	<u>\$ 103,350</u>	<u>\$ 73,684</u>	<u>\$ 328,763</u>

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

**Aiken County First Steps to School Readiness Partnership  
Statement of Functional Expenses- Modified Cash Basis  
for the year ended June 30, 2010**

	Program					Total
	Administrative	Family strengthening	Early education	Child care quality	Healthy start	
Salaries	\$ 16,380	\$ 43,168	-	\$ 25,841	\$ 34,500	\$ 119,889
Payroll taxes	1,252	3,303	-	1,977	2,640	9,172
Fringe benefits	1,437	1,564	-	1,484	1,985	6,470
Professional development	1,400	310	-	125	244	2,079
Telephone	1,958	480	-	1,200	960	4,598
Office equipment-rent	526	131	-	326	265	1,248
Office supplies	2,171	493	-	1,233	641	4,538
Insurance (non health)	1,265	-	-	-	-	1,265
Board expense	1,896	-	-	-	-	1,896
Travel	1,951	893	-	1,000	1,150	4,994
Miscellaneous	1,532	-	-	-	-	1,532
Program purchased supplies	181	252	-	249	-	682
Program purchased services	56,388	-	74,243	49,230	15,470	195,331
	<u>\$ 88,337</u>	<u>\$ 50,594</u>	<u>\$ 74,243</u>	<u>\$ 82,665</u>	<u>\$ 57,855</u>	<u>\$ 353,694</u>

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

Aiken County First Steps to School Readiness Partnership  
Notes to Financial Statements

**Note 1. Summary of Significant Accounting Policies**

**Organization and Purpose** – The Partnership is a non-profit entity organized under the laws of South Carolina with the intent of improving early childhood development. The Partnership provides services directly or contracts with third parties to provide services and support to children and their families to enable children to reach school ready to learn; to establish goals for this initiative; to provide programs and services which impact children and families during the first years of a child's life.

The Partnership's stated goals are to (1) provide parents with access to the support they might seek and want to strengthen their families and to promote the optimal development of their preschool children; (2) increase comprehensive services so children have reduced risk for major physical, developmental, and learning problems; (3) promote high quality preschool programs that provide a healthy environment that will promote normal growth and development; (4) provide services so all children receive the protection, nutrition, and health care needed to thrive in the early years of life so they arrive at school ready to learn; and (5) mobilize communities to focus efforts on providing enhanced services to support families and their young children so as to enable every child to reach school healthy and ready to learn.

**Basis of Accounting** – The accompanying financial statements have been prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles. The basis of accounting determines when the Partnership recognizes revenue and expenses, and related assets and liabilities. The Partnership uses the cash receipts and disbursements basis of accounting, modified by including program revenue and expenses to the extent that such transactions are settled in cash or invoiced to the Partnership timely after year-end.

The basis of accounting adopted by the Partnership differs from generally accepted accounting principles primarily because it recognizes long lived assets and other costs which benefit more than one period as expenses in the year purchased, and it recognizes certain expenses when paid such as vacation and sick time for employees.

**Support and Revenue** – Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and nature of any donor restrictions. All donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction.

Aiken County First Steps to School Readiness Partnership  
Notes to Financial Statements

**Note 1. Summary of Significant Accounting Policies (continued)**

**Support and Revenue (continued)** - A restriction expires when a stipulated time restriction ends or purpose restriction is accomplished. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Substantially all the support and revenue received by the Partnership is considered to be temporarily restricted as the Partnership is obligated to spend the amounts received consistent with the instructions from the contributor, including South Carolina First Steps State Board of Trustees, as to their intended use. Revenues are shown net of any amounts refunded to the funding source.

**Income Tax** – The Partnership is organized as a nonprofit organization under Section 501(c) (3) of the Internal Revenue Code, and is exempt from federal and state income tax.

**Use of Estimates** – The preparation of the financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**Cash** – The Partnership maintains its cash in bank deposit accounts with financial institutions located in the state of South Carolina and generally limits its exposure to credit risk from balances on deposit with the financial institutions in excess of the Federal Deposit Insurance Corporation (“FDIC”) insured limit. At times, such deposits may be in excess of FDIC insured limits. The Partnership has additional insurance/security in place for deposits in excess of FDIC limits.

**Accounts Receivable** – The Partnership’s accounts receivable are due from the South Carolina State Office of First Steps and/or other contributors.

**Contributed Services** – Contributed services normally would be recorded under generally accepted accounting principles that (a) create or enhance non-financial assets or require specialized skills, (b) are provided by individuals possessing those skills, and (c) would typically need to be purchased if not provided by donation. A substantial number of unpaid volunteers have made significant contributions of their time to develop the Partnership’s programs. The value of this contributed time is not reflected in these financial statements since it does not meet the revenue recognition criteria as defined by the modified cash basis of accounting.

## Aiken County First Steps to School Readiness Partnership Notes to Financial Statements

### **Note 2. Related Party Transactions**

The board members of the Partnership are representative of various organizations that in certain instances benefit from actions taken by the Board. The Partnership consummated arm's length transactions with these entities to provide certain services related to the mission of the Partnership. It is the policy of the Partnership that board members not be involved with decisions regarding organizations they represent.

The Partnership contracted with the School District of Aiken County to provide school-based education services for the years ended June 30, 2011 and 2010. The Partnership has recognized approximately \$25,000 and \$74,000, as expense for the years ended June 30, 2011 and 2010, respectively, related to the education services provided by the School District.

The Partnership contracted with entities that employed board members for medical non-home based services, facility quality enhancement program and childcare scholarships costing approximately \$31,000 and \$38,000 for the years ended June 30, 2011 and 2010, respectively.

### **Note 3. Concentrations of Risks**

The Partnership receives substantially all of its funding through the South Carolina Office of First Steps to School Readiness. Future funding is dependent upon annual evaluation of the Partnership's effectiveness and availability of amounts as appropriated by the South Carolina General Assembly to the South Carolina Office of First Steps to School Readiness for distribution to county First Steps Partnerships, of which the Partnership is one of forty-six partnerships receiving funding. Due to the general economic environment within the State of South Carolina, the overall availability of funding from the South Carolina General Assembly is expected to remain level during the fiscal year ending June 30, 2012.

The Partnership enters into various contracts with third parties for the performance of certain services consistent with the organization and purpose of the Partnership. The contracts vary in length, however are generally one year or less and are subject to annual renegotiation. Substantially all amounts as shown in the statements of functional expenses, with the exception of those amounts expensed for administrative functions, were expenses associated with services and goods contracted for by the Partnership and provided by third parties, for the benefit of improving early childhood development on behalf of the Partnership.

Aiken County First Steps to School Readiness Partnership  
Notes to Financial Statements

**Note 4. Future Minimum Lease Payments**

The Partnership leased certain equipment during 2011 and 2010. Future minimum lease payments under this agreement are as follows:

2012	\$	934
2013		934
2014		934
		<hr/>
	\$	<u>2,802</u>

Rent expense associated with office equipment was approximately \$1,000 for the years ended June 30, 2011 and 2010.

**Note 5. Subsequent Events**

The Partnership has evaluated events and transactions occurring subsequent to the balance sheet date of June 30, 2011, for items that should potentially be recognized or disclosed in these financial statements. The evaluation was conducted through April 16, 2012, the date these financial statements were issued, and there were no subsequent events that required disclosure in these financial statements.