

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

## Contents

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Independent Auditors' Report.....	1
Financial Statements:	
Statements of Revenues, Expenses, and Changes in Net Assets - Modified Cash Basis .....	2
Statements of Functional Expenses - Modified Cash Basis.....	3-4
Notes to Financial Statements.....	5-7

## Independent Auditors' Report

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

We have audited the accompanying statements of revenues, expenses, and changes in net assets - modified cash basis of Beaufort 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 Beaufort 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  
June 18, 2012

Beaufort 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>
Revenues:		
Grant revenues - South Carolina Office of First Steps to School Readiness:		
State allocation	\$ 122,613	\$ 176,944
Education Improvement Act	23,206	28,471
4-K state appropriation	-	413
Federal	154,535	155,840
Interest income	11	137
Contribution income	23,909	12,327
Total revenues	<u>324,274</u>	<u>374,132</u>
Net assets released from temporary restrictions	<u>(361,283)</u>	<u>(381,721)</u>
Change in temporarily restricted net assets	<u>(37,009)</u>	<u>(7,589)</u>
 <u>Unrestricted net assets:</u>		
Net assets released from temporary restrictions	<u>361,283</u>	<u>381,721</u>
Expenses:		
County operations	96,127	125,353
Family strengthening	119,809	112,383
School transition	-	1,587
Child care quality	145,347	142,398
Total expenses	<u>361,283</u>	<u>381,721</u>
Change in unrestricted net assets	<u>-</u>	<u>-</u>
Change in net assets	<u>(37,009)</u>	<u>(7,589)</u>
 <u>Net assets at beginning of the year:</u>		
Cash	145,358	174,581
Accounts receivable	75	172
Accounts payable	(20,937)	(42,668)
	<u>124,496</u>	<u>132,085</u>
 <u>Net assets at end of the year:</u>		
Cash	110,498	145,358
Accounts receivable	155	75
Accounts payable	(23,166)	(20,937)
	<u>\$ 87,487</u>	<u>\$ 124,496</u>

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

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

	Program		Total
	Administrative	Program	
Salaries	51,190	49,158	170,343
Payroll taxes	3,744	3,731	12,389
Fringe benefits	12,951	14,975	46,892
Office rent	6,511	9,300	18,600
Utilities	2,035	1,586	4,179
Professional development	560	2,116	4,440
Telephone	2,801	1,800	5,729
Office equipment-rent	3,378	2,278	6,344
Office equipment-purchase	1,915	954	3,187
Office supplies	3,733	2,408	6,962
Insurance (non-health)	1,554	-	1,554
Board expense	200	-	200
Food	650	-	650
Travel	1,301	5,017	13,793
Miscellaneous	3,204	-	3,204
Program purchased supplies	400	40,835	51,340
Program purchased services	-	11,189	11,477
	<u>\$ 96,127</u>	<u>\$ 145,347</u>	<u>\$ 361,283</u>
	<u>\$ 96,127</u>	<u>\$ 119,809</u>	<u>\$ 361,283</u>

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

**Beaufort 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	School transition	Child care quality	
Salaries	69,379	69,848	-	48,763	187,990
Payroll taxes	5,225	4,596	-	3,838	13,659
Fringe benefits	14,571	16,697	-	9,086	40,354
Office rent	9,901	1,830	-	6,869	18,600
Utilities	1,696	362	-	1,449	3,507
Professional development	888	2,131	-	3,136	6,155
Telephone	2,628	1,097	-	2,455	6,180
Office equipment-rent	4,265	820	-	3,260	8,345
Office equipment-purchase	1,420	273	-	1,089	2,782
Office supplies	6,448	1,402	-	5,537	13,387
Insurance (non-health)	1,745	-	-	-	1,745
Food	688	-	-	-	688
Travel	1,860	4,250	-	5,375	11,485
Miscellaneous	4,639	-	-	-	4,639
Program purchased supplies	-	8,977	1,587	39,300	49,864
Program purchased services	-	100	-	12,241	12,341
	<u>\$ 125,353</u>	<u>\$ 112,383</u>	<u>\$ 1,587</u>	<u>\$ 142,398</u>	<u>\$ 381,721</u>

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

Beaufort 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; and 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.

Beaufort 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 the 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 at high quality financial institutions 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 consists of funds due from the South Carolina State Office of First Steps or other sources.

**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.

**Reclassifications** – Certain prior year amounts were reclassified to conform to the current year presentation. Payroll taxes in the amount of \$600 were reclassified from County operations to child care quality program expenses. The reclassification resulted in no changes to net assets.

Beaufort 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. It is the policy of the Partnership that board members not be involved with decisions regarding organizations they represent.

Certain board members are also involved in the management of some of the Partnership's contractors, one of which is the Beaufort County School District. The Partnership consummated arm's length transactions with these entities to provide certain services related to the mission of the Partnership. The Partnership has recognized approximately \$230,000 and \$242,000 as expenses for the years ended June 30, 2011 and 2010, respectively, related to the services provided by these contractors.

The Partnership has also contracted with the Beaufort County School District to employ individuals whose main purpose is to work for the Partnership. The purpose of this contractual agreement is to provide the individuals with the opportunity to participate in employee benefits programs that are not available through the Partnership.

**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 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, which vary in length, 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.

**Note 4. Subsequent Events**

The Partnership has evaluated all events subsequent to the balance sheet date of June 30, 2011, through the date these financial statements were available to be issued, June 18, 2012, in accordance with Accounting Standards Codification ("ASC") subtopic 855-10. Management has determined that there are no subsequent events that require disclosure under ASC subtopic 855-10.