Report on Audits of Financial Statements of

Chesterfield County First Steps

to School Readiness Partnership

for the years ended June 30, 2013 and 2012

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Independent Auditor's Report

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

We have audited the accompanying financial statements of Chesterfield County First Steps to School Readiness Partnership, a South Carolina non-profit corporation, (the "Partnership"), which comprise the statements of revenues, expenses, and changes in net assets - modified cash basis as of June 30, 2013 and 2012, and the related statements of functional expenses - modified cash basis for the years 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 the modified cash basis of accounting as described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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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 assets, liabilities, and net assets of Chesterfield County First Steps to School Readiness Partnership as of June 30, 2013 and 2012, and its revenues and expenses for the years then ended in accordance with the modified cash basis of accounting as described in Note 1.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements were prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.

Scott and Company LLC

Columbia, South Carolina
February 21, 2014

Chesterfield 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,

	2013	2012
Temporarily restricted net assets:		
Revenues:		
Grant revenues - South Carolina Office of First Steps to School Readiness:		
State allocation	$ 156,137	$ 152,456
Education Improvement Act	2,489	16,794
Federal revenue	2,160	2,160
Interest income	21	23
Contribution income	33,950	20,809
Total revenues	194,757	192,242
Net assets released from temporary restrictions	(192,768)	(197,450)
Change in temporarily restricted net assets	1,989	(5,208)
Unrestricted net assets:		
Net assets released from temporary restrictions	192,768	197,450
Expenses:		
County operations	78,282	86,963
Family strengthening	86,572	105,239
School transition	4,949	5,248
Healthy start	22,965	-
Total expenses	192,768	197,450
Change in unrestricted net assets	-	-
Change in net assets	1,989	(5,208)
Net assets at beginning of the year:		
Cash	201,903	197,825
Accounts receivable	-	1,054
Accounts payable	(41,524)	(33,292)
	160,379	165,587
Net assets at end of the year:		
Cash	202,004	201,903
Accounts payable	(39,636)	(41,524)
	$ 162,368	$ 160,379

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

Chesterfield County First Steps to School Readiness Partnership
Statement of Functional Expenses - Modified Cash Basis
for the year ended June 30, 2013

	Administrative	Program			
	County operations	Family strengthening	School transition	Healthy Start	Total
Salaries	$ 42,000	$ 61,500	$ -	$ 3,500	$ 107,000
Payroll taxes	3,213	4,705	-	268	8,186
Fringe benefits	12,844	7,952	-	1,127	21,923
Office rent	1,260	735	-	105	2,100
Utilities	184	67	-	-	251
Professional development	100	460	-	-	560
Telephone	1,613	798	-	-	2,411
Office equipment-purchase	1,358	40	-	-	1,398
Office supplies	3,178	1,085	-	28	4,291
Insurance (non-health)	1,534	-	-	-	1,534
Board expense	1,227	-	-	-	1,227
Travel	4,503	1,019	-	694	6,216
Miscellaneous	1,839	-	-	-	1,839
Program purchased supplies	-	5,559	1,722	16,903	24,184
Program purchased services	3,429	2,652	3,227	340	9,648
	$ 78,282	$ 86,572	$ 4,949	$ 22,965	$ 192,768

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

Chesterfield County First Steps to School Readiness Partnership
Statement of Functional Expenses - Modified Cash Basis
for the year ended June 30, 2012

	Administrative	Program		
	County operations	Family strengthening	School transition	Total
Salaries	$ 52,759	$ 61,500	$ -	114,259
Payroll taxes	3,962	4,586	-	8,548
Fringe benefits	13,581	7,952	-	21,533
Office rent	2,225	200	-	2,425
Utilities	622	71	-	693
Professional development	-	680	-	680
Telephone	1,646	1,584	-	3,230
Office equipment-purchase	1,702	806	-	2,508
Office supplies	3,423	2,751	-	6,174
Insurance (non-health)	1,940	-	-	1,940
Travel	2,351	1,155	-	3,506
Miscellaneous	447	-	-	447
Program purchased supplies	-	9,074	1,475	10,549
Program purchased services	2,305	14,880	3,773	20,958
	$ 86,963	$ 105,239	$ 5,248	$ 197,450

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

Chesterfield 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.

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 non-profit 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 should they exceed FDIC limits.

Accounts Receivable – The Partnership's accounts receivable are due from the Federal Government, the South Carolina 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.

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 are not to be involved with decisions regarding organizations they represent.

Certain board members of the Partnership are also members of management of certain other of the Partnership's contractors, one of which is Chesterfield 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 $138,000 and $144,000, as expense for the years ended June 30, 2013 and 2012, related to the services provided by these contractors.

The Partnership has also contracted with the Chesterfield County School District to employ individuals whose main purpose is to work for the Partnership. The purpose of this contractual arrangement 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 most 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. The South Carolina First Steps to School Readiness 7-year legislative authorization ended June 30, 2013 (fiscal year 2013). However, the South Carolina General Assembly approved South Carolina First Steps to School Readiness in the fiscal year 2014 (July 2013 – June 2014) budget appropriation thereby extending it for one fiscal year. The South Carolina First Steps to School Readiness' management is currently working with the South Carolina General Assembly to extend its legislative authorization past June 30, 2014.

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 Expense, 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 events and transactions occurring subsequent to the balance sheet date of June 30, 2013, for items that should potentially be recognized or disclosed in these financial statements. The evaluation was conducted through February 21, 2014, the date these financial statements were available to be issued, and there were no subsequent events that required disclosure in these financial statements.