

Report on Audits of Financial Statements of

Lee 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 the Board of Directors  
Lee County First Steps to School Readiness Partnership  
Bishopville, South Carolina

We have audited the accompanying statements of revenues, expenses, and changes in net assets - modified cash basis of Lee 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 Lee 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  
February 23, 2012



**Lee 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	\$ 44,486	\$ 114,162
State private	816	19,999
Education Improvement Act	38,451	37,955
4-K state appropriation	119,999	133,750
Federal	210,545	507,636
Interest income	94	108
Contribution income	933	10,853
Total revenues	<u>415,324</u>	<u>824,463</u>
Net assets released from temporary restrictions	<u>(387,968)</u>	<u>(818,686)</u>
Change in temporarily restricted net assets	<u>27,356</u>	<u>5,777</u>
 <u>Unrestricted net assets:</u>		
Net assets released from temporary restrictions	<u>387,968</u>	<u>818,686</u>
Expenses:		
County operations	84,851	148,157
Family strengthening	99,280	161,791
Early education programs	119,094	136,684
School transition	34,236	63,203
Child care quality	50,507	308,851
Total expenses	<u>387,968</u>	<u>818,686</u>
Change in unrestricted net assets	<u>-</u>	<u>-</u>
Change in net assets	<u>27,356</u>	<u>5,777</u>
 <u>Net assets at beginning of the year:</u>		
Cash	102,415	113,357
Accounts receivable	82,686	202,116
Accounts payable	<u>(118,255)</u>	<u>(254,404)</u>
	<u>66,846</u>	<u>61,069</u>
 <u>Net assets at end of the year:</u>		
Cash	92,771	102,415
Accounts receivable	49,353	82,686
Accounts payable	<u>(47,922)</u>	<u>(118,255)</u>
	<u>\$ 94,202</u>	<u>\$ 66,846</u>

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



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

	Administrative		Program					Total
	County operations	Family strengthening	Early education	School transition	Child care quality			
Salaries	\$ 34,963	\$ 46,987	\$ -	\$ -	\$ 15,937	\$ -	\$ 97,887	
Payroll taxes	2,503	3,500	-	-	834	-	6,837	
Fringe benefits	10,848	25,812	-	-	142	-	36,802	
Consultants	937	2,475	-	-	-	-	3,412	
Office rent	5,280	-	-	-	720	-	6,000	
Utilities	2,874	-	-	-	440	-	3,314	
Professional development	54	-	-	-	-	-	54	
Telephone	4,996	-	-	-	437	-	5,433	
Office supplies	1,608	-	-	-	350	-	1,958	
Insurance (non-health)	1,710	-	-	-	-	-	1,710	
Board expense	269	-	-	-	-	-	269	
Food	114	-	-	-	-	-	114	
Travel	-	190	-	-	-	-	190	
Miscellaneous	3,324	-	-	-	-	-	3,324	
Program purchased supplies	423	-	-	3,196	1,500	-	5,119	
Program purchased services	14,948	20,316	119,094	31,040	30,147	-	215,545	
	\$ 84,851	\$ 99,280	\$ 119,094	\$ 34,236	\$ 50,507	\$ -	\$ 387,968	

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



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

	Administrative		Program					Total
	County operations		Family strengthening	Early education	School transition	Child care quality		
Salaries	\$ 35,392		\$ 60,169	\$ -	\$ -	\$ -	\$ 23,273	\$ 118,834
Payroll taxes	2,617		4,469	-	-	-	1,686	8,772
Fringe benefits	17,472		31,002	-	-	-	10,277	58,751
Office rent	5,089		279	-	-	-	675	6,043
Utilities	2,514		251	-	-	-	521	3,286
Professional development	1,200		1,558	-	-	-	-	2,758
Telephone	5,108		1,519	-	-	-	600	7,227
Office equipment-rent	1,280		-	-	-	-	577	1,857
Office equipment-purchase	5,867		366	-	-	-	884	7,117
Office supplies	3,313		8	-	-	-	23	3,344
Insurance (non-health)	1,607		-	-	-	-	-	1,607
Food	75		-	-	-	-	-	75
Travel	1,292		7,995	-	-	-	-	9,287
Miscellaneous	7,789		-	-	-	-	-	7,789
Program purchased supplies	9,167		5,323	6,591	14,152	7,138	-	42,371
Program purchased services	48,375		48,852	130,093	49,051	249,205	-	525,576
Program purchased equipment	-		-	-	-	13,992	-	13,992
	<u>\$ 148,157</u>		<u>\$ 161,791</u>	<u>\$ 136,684</u>	<u>\$ 63,203</u>	<u>\$ 308,851</u>		<u>\$ 818,686</u>

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



Lee 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.



Lee 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 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** – Accounts receivable consists mostly of amounts due from the Federal government for approved grant expenditures.

**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.



Lee 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 members of management of the Partnership's contractors, one of which is the Lee 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 \$328,000 and \$529,000 as expense for the years ended June 30, 2011 and 2010, respectively, related to the services provided by these contractors.

The Partnership has also contracted the Lee 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 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 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, 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.

