

Report on Audits of Financial Statements of
Lee County First Steps
to School Readiness Partnership
for the years ended June 30, 2012 and 2011

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June 13, 2013

To the Board of Directors, Regional Finance Manager, and Management of
Lee County First Steps to School Readiness Partnership

We have audited the financial statements of Lee County First Steps to School Readiness partnership (the "Partnership") for the year ended June 30, 2012 and 2011, and have issued our report thereon dated June 13, 2013. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 15, 2012. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Partnership are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the fiscal year ending June 30, 2012. We noted no transactions entered into by the Partnership during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of the Partnership's basis of accounting is described in Note 1 to the financial statements. The 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 financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

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>2012</u>	<u>2011</u>
<u>Revenues:</u>		
Grant revenues - South Carolina Office of First Steps to School Readiness:		
State allocation	\$ 105,728	\$ 44,486
State private	-	816
Education Improvement Act	36,667	38,451
4-K state appropriation	-	119,999
Federal	29,484	210,545
Interest income	14	94
Contribution income	1,556	933
Total revenues	<u>173,449</u>	<u>415,324</u>
Net assets released from temporary restrictions	<u>(174,963)</u>	<u>(387,968)</u>
Change in temporarily restricted net assets	<u>(1,514)</u>	<u>27,356</u>
 <u>Unrestricted net assets:</u>		
Net assets released from temporary restrictions	<u>174,963</u>	<u>387,968</u>
<u>Expenses:</u>		
County operations	62,539	84,851
Family strengthening	34,624	99,280
Early education programs	-	119,094
School transition	9,859	34,236
Child care quality	67,941	50,507
Total expenses	<u>174,963</u>	<u>387,968</u>
Change in unrestricted net assets	<u>-</u>	<u>-</u>
Change in net assets before transfer	<u>(1,514)</u>	<u>27,356</u>
Transfer of CDEPP funds:	<u>1,908</u>	<u>-</u>
Increase in net assets	<u>394</u>	<u>27,356</u>
 <u>Net assets at beginning of the year:</u>		
Cash	92,771	102,415
Accounts receivable	49,353	82,686
Accounts payable	(47,922)	(118,255)
	<u>94,202</u>	<u>66,846</u>
 <u>Net assets at end of the year:</u>		
Cash	123,420	92,771
Accounts receivable	-	49,353
Accounts payable	(28,824)	(47,922)
	<u>\$ 94,596</u>	<u>\$ 94,202</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, 2012**

	Administrative		Program				Total
	County operations	Family strengthening	School transition	Child care quality			
Salaries	\$ 34,963	\$ -	\$ -	\$ 11,654	\$ -	\$ 46,617	
Payroll taxes	2,484	-	-	828	-	3,312	
Fringe benefits	10,551	-	-	3,517	-	14,068	
Consultants	-	2,363	-	-	-	2,363	
Office rent	4,500	-	-	1,500	-	6,000	
Utilities	2,489	-	-	606	-	3,095	
Professional development	246	485	-	-	-	731	
Telephone	2,363	-	-	540	-	2,903	
Office supplies	367	-	-	54	-	421	
Insurance (non-health)	1,731	-	-	-	-	1,731	
Board expense	1,100	-	-	-	-	1,100	
Travel	370	-	-	-	-	370	
Miscellaneous	1,375	-	-	-	-	1,375	
Program purchased supplies	-	1,300	1,712	13,942	-	16,954	
Program purchased services	-	29,753	8,147	35,300	-	73,200	
Program purchased equipment	-	723	-	-	-	723	
	\$ 62,539	\$ 34,624	\$ 9,859	\$ 67,941	\$ -	\$ 174,963	

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
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 \$129,000 and \$328,000 as expense for the years ended June 30, 2012 and 2011, 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, 2013.

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.

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

Note 4. Commitments and Contingencies

Operating Lease – The Partnership leases office space under an agreement that expires November 15, 2013. Future minimum lease payments under this agreement are approximately \$6,000 for fiscal year 2013 and \$2,500 fiscal year 2014. Lease expense was \$6,000 for each of the years ended June 30, 2012 and 2011.

Note 5. Transfer of CDEPP

During the fiscal year ended June 30, 2012, the Partnership, at the request of the South Carolina Office of First Steps, transferred all of its net assets related to the Child Development Education Pilot Program (“CDEPP”) to a separate legal entity which the South Carolina Office of First Steps formed to administer CDEPP funds going forward. This transfer of net assets is reported as a separate line item on the Statements of Revenues, Expenses, and Changes in Net Assets – Modified Cash Basis.

Note 6. Subsequent Events

The Partnership has evaluated events and transactions occurring subsequent to the balance sheet date of June 30, 2012, for items that should potentially be recognized or disclosed in these financial statements. The evaluation was conducted through June 13, 2013, the date these financial statements were available to be issued, and there were no subsequent events that required disclosure in these financial statements.