

PREVENT CHILD ABUSE - NEW JERSEY CHAPTER, INC.

Financial Statements

Years Ended June 30, 2017 and 2016

With Independent Auditors' Reports

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Independent Auditor's Report

Board of Trustees Prevent Child Abuse - New Jersey Chapter, Inc. New Brunswick, New Jersey

Report on the Financial Statements

We have audited the accompanying financial statements of Prevent Child Abuse - New Jersey Chapter, Inc., which comprise the statement of financial position as of June 30, 2017, and the related statements of activities and changes in net assets, cash flows, and functional expenses for the year 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 accounting principles generally accepted in the United States of America; this includes 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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.

Board of Trustees Prevent Child Abuse - New Jersey Chapter, Inc. Page 2

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Prevent Child Abuse - New Jersey Chapter, Inc. as of June 30, 2017, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Report on 2016 Financial Statements

The financial statements of Prevent Child Abuse - New Jersey Chapter, Inc. as of and for the year ended June 30, 2016 were audited by other auditors, whose report, dated November 30, 2016, expressed an unmodified opinion.

Report on Supplementary Information Required Under Uniform Guidance and NJ OMB 15-08 and in Relation to the Combined Financial Statements as a Whole

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying Schedule of Expenditures of Federal Awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards is presented for purposes of additional analysis and is not a required part of the financial statements. The Schedule of Expenditures of State Financial Assistance is presented for purposes of additional analysis as required by the State of New Jersey, Department of the Treasury, OMB Policy Circular 15-08. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole. The supplementary information for the year ended June 30, 2016, was audited by other auditors whose report, dated November 30, 2016, expressed an unmodified opinion on such information in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 15, 2017 on our consideration of Prevent Child Abuse - New Jersey Chapter, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Prevent Child Abuse - New Jersey Chapter Inc.'s internal control over financial reporting and compliance.

Saull

Clifton, New Jersey November 15, 2017

Prevent Child Abuse – New Jersey Chapter, Inc. Statements of Financial Position June 30, 2017 and 2016

Assets	2017	2016
Current assets Cash and cash equivalents Investments Contributions receivable Grants and contracts receivable Accounts receivable Prepaid expenses Total current assets	\$ 1,369,897 38,100 1,051 85,951 17,630 89,921 1,602,550	<pre>\$ 1,892,964 39,999 1,080 91,434 24,105 23,443 2,073,025</pre>
Property and equipment, net	86,085	100,030
Other assets Cash - board restricted Cash - permanently restricted Security deposits	301,930 20,333 11,707 333,970 \$ 2,022,605	148,225 12,333 14,453 175,011 \$ 2,348,066
Liabilities and Net Assets		
Current liabilities Accounts payable and accrued expenses Deferred revenue Grants and contracts payable Total current liabilities	\$ 381,596 33,427 <u>911,161</u> 1,326,184	\$ 418,798 11,714 1,228,017 1,658,529
Net assets Unrestricted Temporarily restricted Permanently restricted Total net assets	596,046 80,042 20,333 696,421 \$ 2,022,605	582,162 95,042 12,333 689,537 \$ 2,348,066

The Notes to Financial Statements are an integral part of these statements.

Prevent Child Abuse – New Jersey Chapter, Inc. Statements of Activities and Changes in Net Assets Years Ended June 30, 2017 and 2016

	2017				2016									
	U	nrestricted		nporarily stricted	nanently stricted		Total		nrestricted		porarily stricted		manently stricted	Total
Support and revenues					 									
Grants and contracts	\$	5,300,276	\$		\$ 	\$	5,300,276	\$	4,444,658	\$		\$		\$ 4,444,658
Program fee revenue		77,858					77,858		54,757					54,757
Contributions		77,481					77,481		158,365		15,000			173,365
Other income		13,529					13,529		4,991					4,991
In-kind donations		4,488					4,488		6,440					6,440
Investment (loss) income		10,954					10,954		7,031					7,031
Gain on sale of property and equipment									1,700					1,700
Special events income, net of donor received benefits of \$41,863 and \$36,490 for														
2017 and 2016, respectively		139,368					139,368		79,412					79,412
		5,623,954					5,623,954		4,757,354		15,000			4,772,354
Net assets released from restrictions		7,000		(15,000)	8,000				12,500	(12,500)			
		5,630,954		(15,000)	 8,000		5,623,954		4,769,854		2,500			 4,772,354
Expenses				<u> </u>	 									
Program services		4,814,131					4,814,131		3,840,487					3,840,487
Management and general		634,263					634,263		674,850					674,850
Development		168,676					168,676		168,285					168,285
	_	5,617,070	_		 	_	5,617,070	_	4,683,622			_		 4,683,622
Changes in net assets		13,884		(15,000)	8,000		6,884		86,232		2,500			88,732
Net assets, beginning year		582,162		95,042	 12,333		689,537		495,930		92,542		12,333	 600,805
Net assets, end of year	\$	596,046	\$	80,042	\$ 20,333	\$	696,421	\$	582,162	\$	95,042	\$	12,333	\$ 689,537

The Notes to Financial Statements are an integral part of these statements.

Prevent Child Abuse – New Jersey Chapter, Inc. Statements of Cash Flows Years Ended June 30, 2017 and 2016

	2017	2016
Cash flows from operating activities		
Changes in net assets	\$ 6,884	\$ 88,732
Adjustments to reconcile changes in net assets		
to net cash provided by (used for) operating activities		
Depreciation	26,429	17,791
Donated securities		(6,291)
Realized loss (gain) on investments	(2,003)	1,212
Unrealized loss (gain) on investments	(3,179)	(6,851)
Gain on sale of property and equipment		(1,700)
Changes in assets and liabilities		
Contributions receivable	29	26,100
Grants and contracts receivable	5,483	380,312
Accounts receivable	6,475	(17,593)
Prepaid expenses	(66,478)	(9,868)
Security deposits	2,746	(6,626)
Accounts payable and accrued expenses	(37,202)	131,694
Grants and contracts payable	(316,856)	1,153,801
Deferred revenue	 21,713	 11,714
Net cash provided by (used for) operating activities	 (355,959)	 1,762,427
Cash flows from investing activities		
Proceeds from sale of property and equipment		1,700
Proceeds from sale of securities	7,080	
Additions to property and equipment	(12,483)	(98,663)
Change in cash - board restricted	(153,705)	
Change in cash - permanently restricted	 (8,000)	
Net cash (used for) investing activities	 (167,108)	 (96,963)
Net increase (decrease) in cash and cash equivalents	(523,067)	1,665,464
Cash and cash equivalents		
Beginning of year	1,892,964	227,500
End of year	\$ 1,369,897	\$ 1,892,964

Prevent Child Abuse – New Jersey Chapter, Inc. Statement of Functional Expenses Year Ended June 30, 2017

	Program Services						
	Technical Assistance	Professional Training	Public Education	Total Program Services	Management and General	Development	Total
Salaries	\$ 1,862,047	\$ 316,434	\$ 73,944	\$ 2,252,425	\$ 370,214	\$ 99,571	\$ 2,722,210
Fringe benefits	500,387	98,699	8,603	607,689	111,441	30,579	749,709
Consultants/professional fees	257,968	44,023	2,146	304,137	32,112	842	337,091
Rent expense	172,410	15,273	4,608	192,291	27,462	8,757	228,510
Utilities	16,897	1,091	404	18,392	2,645	697	21,734
Telephone expense	46,395	9,180	2,763	58,338	7,296	1,572	67,206
Advertising	23,304	7,332	2,431	33,067	-	3,890	36,957
Conferences	44,929	1,814	43	46,786	1,018	-	47,804
Educational material	18,399	8,646	4,440	31,485	-	-	31,485
Equipment rental and maintenance	33,817	6,031	1,323	41,171	7,855	2,121	51,147
Non capitalizable equipment	-	-	-	-	157	22	179
Insurance	12,726	1,747	432	14,905	2,381	614	17,900
Office expense	25,606	2,986	471	29,063	11,814	743	41,620
Payroll processing	1,310	792	153	2,255	5,306	-	7,561
Postage	1,768	621	238	2,627	587	2,362	5,576
Printing	9,184	4,002	1,527	14,713	4,572	6,014	25,299
Professional training	54,166	18,876	10,996	84,038	200	-	84,238
Travel expense	102,217	19,769	6,104	128,090	6,243	2,754	137,087
Depreciation	-	-	-	-	26,429	-	26,429
Miscellaneous	500	1,208	1,378	3,086	11,110	1,459	15,655
Dues and subscriptions	19,577	3,128	249	22,954	5,421	6,679	35,054
Subgrant expense	926,619			926,619			926,619
	\$ 4,130,226	\$ 561,652	\$ 122,253	\$ 4,814,131	\$ 634,263	\$ 168,676	\$ 5,617,070

The Notes to Financial Statements are an integral part of this statement.

Prevent Child Abuse – New Jersey Chapter, Inc. Statement of Functional Expenses Year Ended June 30, 2016

	Program Services						
	Technical Assistance	Professional Training	Public Education	Total Program Services	Management and General	Development	Total
Salaries	\$ 1,361,639	\$ 327,548	\$ 75,652	\$ 1,764,839	\$ 396,658	\$ 103,854	\$ 2,265,351
Fringe benefits	346,980	94,600	12,255	453,835	64,656	28,512	547,003
Consultants/professional fees	403,709	7,878	6,694	418,281	39,956	824	459,061
Rent expense	126,589	16,548	3,950	147,087	31,088	6,952	185,127
Utilities	15,012	1,162	429	16,603	2,319	735	19,657
Telephone expense	25,817	6,868	1,109	33,794	15,759	1,194	50,747
Advertising	31,298	3,854	16,821	51,973	1,079	4,972	58,024
Conferences	31,798	3,486	215	35,499	489		35,988
Educational material	16,629	7,361	3,251	27,241			27,241
Equipment rental and maintenance	23,479	7,078	919	31,476	22,663	1,560	55,699
Non capitalizable equipment	24,175	2,348	4,110	30,633			30,633
Insurance	6,505	946	259	7,710	7,263	337	15,310
Office supplies	21,762	1,368	1,648	24,778	11,543	908	37,229
Postage	2,243	793	104	3,140	2,773	1,705	7,618
Printing	13,120	1,742	688	15,550	4,028	4,247	23,825
Professional training	73,657	18,919	11,740	104,316	3,260	45	107,621
Travel expense	84,091	21,194	3,720	109,005	6,351	2,292	117,648
Depreciation					17,791		17,791
Miscellaneous	2,022	4,163	4,183	10,368	42,807	2,189	55,364
Dues and subscriptions	11,127	1,632	722	13,481	4,367	7,959	25,807
Subgrant expense	540,878			540,878			540,878
	\$ 3,162,530	\$ 529,488	\$ 148,469	\$ 3,840,487	\$ 674,850	\$ 168,285	\$ 4,683,622

1. Organization and Purpose of Corporation

Prevent Child Abuse - New Jersey Chapter Inc. ("PCA-NJ") is a private, New Jersey non-profit corporation. PCA–NJ's mission is to lead statewide efforts in preventing child abuse and neglect, in all of its forms, for all of New Jersey's children. PCA-NJ was incorporated in 1979 and is currently a chartered chapter of Prevent Child Abuse America. PCA-NJ works to fulfill its mission by establishing local partnerships with communitybased organizations, providing professional trainings and technical assistance, and by disseminating public education materials to local communities and families. PCA-NJ is primarily supported by State and Federal grants and private donations. PCA-NJ is located in New Brunswick, NJ.

2. Summary of Significant Accounting Policies

Basis of Presentation

Financial reporting by not-for-profit organizations requires that resources be classified for accounting and reporting purposes into net asset categories according to externally (donor) imposed restrictions. For the years ended June 30, 2017 and 2016, PCA-NJ had accounting transactions in the unrestricted net asset category, which represents net assets that are not subject to donor imposed restriction, the temporarily restricted net asset category, which represents net assets that are subject to donor imposed time or purpose restrictions, and the permanently restricted net asset category which represents net assets subject to donor imposed restrictions that will not expire by the passage of time, nor be fulfilled or otherwise resolved by actions of PCA-NJ.

Revenue and Support Recognition

PCA-NJ recognizes contributions as revenue when they are received or unconditionally pledged and records these revenues as unrestricted or restricted support according to donor stipulations that limit the use of these assets due to time or purpose restrictions. When a donor restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities and changes in net assets as net assets released from restrictions.

PCA-NJ generally accounts for contract and grant revenues as exchange transactions in the statements of activities and changes in net assets. Reimbursements of expenses under these contracts are recognized to the extent that expenses have been incurred for the purpose specified by the grantor during the period. In applying this concept, the legal and contractual requirements of each program are used as guidance. Unexpended contract funds are recorded as grant or contract payables at the end of the contract period. Funds received in advance of their use are accounted for as deferred revenue in the statements of financial position.

Program fee revenues are obtained from technical assistance and training courses. Revenues from these sources are recognized at the time the service is provided.

In-Kind Donations

Donated rent and equipment is recorded at the fair market value of the property donated. Legal and other services are recorded at fair market value in the period when provided. For the year ended June 30, 2017, PCA-NJ received donated materials totaling \$4,488 as in-kind donations. For the year ended June 30, 2016, PCA-NJ received donated services of \$700 and donated materials of \$7,740 aggregating \$8,440 in total in-kind donations.

Accounts Receivable and Collections

PCA-NJ's accounts receivable is unsecured and non-interest bearing. PCA-NJ's invoices are due upon receipt and are considered delinquent after 30 days. PCA-NJ applies payments of accounts receivable to invoices specified on the customer's remittance advice or, if unspecified, to the earliest unpaid invoices. Management records a valuation allowance to reduce the carrying value of accounts receivable for amounts it believes will not be collected. PCA-NJ has determined based on this review that no allowance for doubtful accounts was necessary at June 30, 2017 or 2016.

2. Summary of Significant Accounting Policies - Continued

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and Cash Equivalents

PCA-NJ considers all highly liquid investments with an initial maturity date of three months or less at the time of acquisition to be cash equivalents.

Investments

Investments consist of corporate stocks and are stated at fair value. Gains and losses, both realized and unrealized, resulting from increases or decreases in the fair value of investments are reflected in the statements of activities and changes in net assets as increases or decreases in unrestricted net assets unless the use was restricted by explicit donor stipulations or by law.

Fair Value of Financial Instruments

The carrying amounts of financial instruments including accounts receivable, contributions receivable, prepaid expenses, grants and contracts receivable and payable, accounts payable and accrued expenses, and deferred revenue approximate their fair values because of the relatively short maturity of these instruments.

Functional Allocation of Expenses

The cost of providing program services, management and general, and fundraising expenses have been summarized on a functional basis based on either a direct cost method for charging expenses to each program or function or by using a basis of allocation that is consistent with the benefit derived by each program.

Technical Assistance – provides expertise on child abuse prevention program models to organizations throughout the State of New Jersey to equip professionals with the tools they need to serve families effectively.

Professional Training – provides high quality training to professionals and the general public to enhance and increase their knowledge and competencies.

Public Education – provides public education statewide through presentations, parenting education, and resources to equip professionals, paraprofessionals and the public with the information and skills needed to support families and protect children.

Property and Equipment

Property and equipment purchases are recorded at cost for all items over \$5,000, except for donated items which are recorded at the fair value on the date of donation. Depreciation is provided over the estimated useful lives of the assets using the straight-line method. When an asset is sold or retired, the cost and accumulated depreciation are removed from the respective accounts. Maintenance, repairs, and minor renewals are charged to operations as incurred.

Income Taxes

PCA-NJ is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been recorded in the statements of activities. PCA-NJ follows the accounting pronouncement dealing with uncertain tax positions. PCA-NJ had no unrecognized tax benefits at June 30, 2017 or 2016. There was no tax related interest or penalties included in the financial statements presented.

Advertising

Advertising is expensed in the period incurred. Advertising expense was \$7,055 and \$4,717 in 2017 and 2016, respectively.

2. Summary of Significant Accounting Policies - Continued

Recent Accounting Pronouncements

In May 2014, the Financial Accounting Standards Board ("FASB") issued ASU 2014-09, *Revenue from Contracts with Customers* (Topic 606), requiring an entity to recognize the amount of revenue to which it expects to be entitled for the transfer of promised goods or services to customers. The updated standard will replace most existing revenue recognition guidance in U.S. GAAP when it becomes effective and permits the use of either a full retrospective or retrospective with cumulative effect transition method. In August 2016, the FASB issued ASU 2016-14 which defers the effective date of ASU 2014-09 one year making it effective for annual reporting periods beginning after December 15, 2018. The Organization has not yet selected a transition method and is currently evaluating the effect that the standard will have on the combined financial statements.

In February 2017, the FASB issued ASU 2017-02, *Leases* (Topic 842), which sets out the principles for the recognition, measurement, presentation, and disclosure of leases for both parties to a contract (i.e. lessees and lessors). The new standard requires lessees to apply a dual approach, classifying leases as either finance or operating leases based on the principle of whether or not the lease is effectively a financed purchase by the lessee. This classification will determine whether the lease expense is recognized based on an effective interest method or on a straight-line basis over the term of the lease, respectively. A lessee is also required to record a right-of-use asset and a lease liability for all leases with a term of greater than 12 months regardless of their classification. Leases with a term of 12 months or less will be accounted for similar to existing guidance for operating leases today. The new standard requires lessors to account for leases using an approach that is substantially equivalent to existing guidance for sales-type leases, direct financing leases, and operating leases. The standard is effective on January 1, 2020, with early adoption permitted. The Organization is in the process of evaluating the impact of this new guidance.

In August 2016, the FASB issued ASU 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*, which simplifies and improves how a not-for-profit organization classifies its net assets, as well as the information it presents in financial statements and notes about its liquidity, financial performance, and cash flows. Among other changes, the ASU replaces the three current classes of net assets with two new classes, "net assets with donor restrictions" and "net assets without donor restrictions", and expands disclosures about the nature and amount of any donor restrictions. ASU 2016-05 is effective for annual periods beginning after December 15, 2017 and interim periods within fiscal years beginning after December 15, 2018, with early adoption permitted. The Organization is currently evaluating the impact the adoption of this guidance will have on its financial statements.

3. Investments

PCA-NJ's investments consist of corporate stock and are comprised of the following at June 30:

	2017	2016
Investment cost	\$ 30,344	\$ 35,423
Unrealized gain	7,756	4,576
Investments, net	\$ 38,100	\$ 39,999

3. Investments - Continued

PCA-NJ has reviewed investments within the framework for measuring fair value which establishes a fair value hierarchy which prioritizes the inputs to valuation techniques. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. A fair value measurement assumes that the transaction to sell the assets or transfer the liability occurs in the principal market for the asset or liability or, in the absence of a principal market, the most advantageous market. Valuation techniques that are consistent with the market, income or cost approach are used to measure fair value. PCA-NJ's investments are classified as Level 1 investments as they are based on quoted prices in active markets for identical assets.

Investment income related to these investments and interest earned on cash accounts was comprised of the following at June 30:

	2017	2016
Interest and dividends	\$ 2,842	\$ 1,392
Realized gain	2,003	(1,212)
Unrealized gain	6,109	6,851
Total investment income	\$ 10,954	\$ 7,031

4. Property and Equipment

Property and equipment consisted of the following at June 30, 2017 and 2016:

	Useful Life	2017	2016
Office equipment	5	\$ 294,776	\$ 282,293
Less: accumulated depreciation	N/A	(208,691)	(182,263)
Property and equipment, net		\$ 86,085	\$ 100,030

Depreciation expense for the years ended June 30, 2017 and 2016 was \$26,429 and \$17,791, respectively.

5. Contributions Receivable

PCA-NJ has contributions receivable of \$1,051 and \$1,080 at June 30, 2017 and 2016, respectively. These contributions are from foundations, corporations, and individuals. Contributions receivable are expected to be collected in 2018.

6. Grants and Contracts Receivable, Payable and Deferred Revenue

PCA-NJ operates under various grants and contracts. PCA-NJ was due certain amounts from funding sources which resulted from expenditures incurred in excess of payments received, and incurred payables as a result of funds received in excess of expenditures for the current year. Additionally, contract funding received in excess of expenditures spent for contracts that continue into the subsequent year is shown as a component of deferred revenue. Grants and contracts receivable were comprised of the following at June 30:

Grants and Contracts Receivable

	2017	2016
U.S. Department of Agriculture - Pass through		
Rutgers, the State University of New Jersey	\$-	\$ 4,438
State of New Jersey, Department of Human Services		
Division of Family Development		
TIP Training Program	85,951	86,996
	\$ 85,951	\$ 91,434

Grants and contracts payable were comprised of the following at June 30:

	2017	2016
State of New Jersey, Department of Human Services		
Division of Child Protection and Permanency		
Parent Education Technical Assistance	\$ 7,884	\$ 10,407
Parent Linking Program	-	17,431
Human Trafficking	345	2,946
Healthy Families Program	7,937	23,644
Home Visiting Initiative	6,104	679
Maternal Infant Early Childhood Home Visiting	354	15,585
County Council for Young Children	15,882	3,240
Enough Abuse Campaign	3,196	-
Division of Family and Community Partnerships		
Parent Linking Project	42,119	19,847
Division of Family Development		
GROW NJ Kids Technical Assistance	787,076	575,117
GROW NJ Kids Incentives	22,381	559,121
TIP Training Program	17,883	-
	\$ 911,161	\$ 1,228,017

7. Commitments

PCA-NJ leases office space for its New Brunswick, New Jersey office and rents additional space for programs. Rent expense, including payments for PCA-NJ's pro-rata share of utilities and common area charges was \$228,510 and \$185,127 for the years ended June 30, 2017 and 2016, respectively.

Future minimum lease payments under non-cancellable leases in the next five years are as follows:

Year Ended June 30	Amount
2018	\$ 227,242
2019	89,110
2020	89,110
2021	-
2022	
	\$ 405,462

8. Retirement Plan

PCA-NJ sponsors a 403(B) employee retirement plan (the "Plan") for all eligible employees. Annual employer contributions are made to the Plan for all eligible employees once they have attained two years of service and performed at least 1,000 hours of work within the fiscal year with PCA-NJ. Under the terms of the Plan, effective January 2009, elective employee deferrals up to 6 percent to the Plan are entitled to a 50 percent employer match. It is PCA-NJ's policy to fund the plan currently. Employees are fully and immediately vested upon contributions to the Plan. For the year ended June 30, 2017 and 2016, PCA-NJ contributed \$26,988 and \$17,737 to the Plan.

9. Board Designated Assets

The Board of Trustees has designated monies from the unrestricted net assets to be set aside solely for use at the discretion of the Board. At June 30, 2017 and 2016, components of unrestricted net assets were as follows:

	2017	2016
Unrestricted net assets		
Board designated - not determined	\$ 13,971	\$ 13,971
Board designated - endowment	287,959	134,254
Undesignated	294,116	433,937
Total unrestricted net assets	\$ 596,046	\$ 582,162

10. Restricted Net Assets

Components of temporarily restricted net assets at June 30, were as follows:

	2017	2016
Purpose restrictions		
Technical assistance program	\$ 448	\$ 448
Weissman opportunity fund	49,250	49,250
Computer and Equipment Purchases		15,000
Time restrictions	30,344	30,344
Total temporarily restricted net assets	\$ 80,042	\$ 95,042

Temporarily restricted net assets were released from restrictions for the years ending June 30, as follows:

	2017	2016
Purpose and time restrictions		
Time restrictions	\$	\$ 12,500
Purpose restrictions	15,000	
Total temporarily restricted net assets released from restrictions	\$ 15,000	\$ 12,500

Components of permanently restricted net assets at June 30, are as follows:

	2017	2016
Permanently restricted net assets		
Endowment fund	\$ 20,333	\$ 12,333

11. Endowment Fund

PCA-NJ's endowment consists of one fund established in perpetuity under donor-restricted purposes and one fund established by the Board of Trustees as a board designated endowment. As required by generally accepted accounting principles, net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions and net assets associated with board designated endowment funds are classified as unrestricted. The permanently restricted net asset balance represents contributions to the endowment fund. PCA-NJ has established an endowment policy consistent with the Uniform Prudent Management of Institutional Funds Act ("UPMIFA"). The earnings of the funds are restricted or unrestricted based on directives from donors or the Board.

11. Endowment Fund - Continued

Interpretation of Relevant Law

The Board of Trustees of PCA-NJ has interpreted UPMIFA as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds, absent explicit donor stipulations to the contrary. As a result of this interpretation, PCA-NJ classified as permanently restricted net assets the following: (a) the original value of gifts donated to the permanent endowment fund and (b) the original value of subsequent gifts to the permanent endowment. These instruments contain instruction in which the donor's intent as to purpose and spending policies are explicitly stated. The portion of the donor-restricted endowment fund subject to UPMIFA allows not for profits to adopt prudent spending policies which can allow for the temporary invasion of corpus. Funds not classified in permanently restricted net assets are classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the PCA-NJ in a manner consistent with the standard of prudence prescribed by state law.

PCA-NJ considers the following factors in making a determination for both donor restricted endowment funds and Board restricted endowment funds to appropriate or accumulate funds:

- (1) The duration and preservation of the fund
- (2) The purposes of the PCA-NJ and the endowment fund
- (3) General economic conditions
- (4) The possible effect of inflation and deflation
- (5) The expected total return from income and the appreciation of investments
- (6) Other resources of the PCA-NJ
- (7) The investment policies of the PCA-NJ

Return Objectives and Risk Parameters

The Board of Trustees of PCA-NJ has appointed an Investment Committee of the Board which manages its investments. The Investment Committee shall make policy recommendations to the Board regarding the management, investment, and control of the assets of the endowment funds. These policies for endowment assets attempt to provide a predictable stream of funding to programs supported by its endowments while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the organization must hold in perpetuity as well as Board restricted endowment funds. Under the policy, the endowment assets are invested to produce results that will provide for permanent, reliable, and secure source of funding for a portion of PCA-NJ's special projects and operations during future years. Actual returns in any given year may vary based on the portfolio investments and the investment strategy having risks and return objectives reasonably suitable to the endowment fund and PCA-NJ.

Strategies Employed for Achieving Objectives

To satisfy its long-term rate-of-return objectives, PCA-NJ relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends).

Spending Policy and How the Investment Objectives Relate to Spending Policy

PCA-NJ has a policy of appropriating for distribution amounts directed toward those special, unusual, or emergency needs of PCA-NJ and toward current operating expenses of PCA-NJ for purposes consistent with PCA-NJ's Certificate of Incorporation and Bylaws, at the times and for the specific purposes as determined in the sole discretion of the then-authorized Board of Trustees, subject to any applicable restrictions of donors and the objectives of the endowment fund.

11. Endowment Fund - Continued

Changes in endowment assets for the year end June 30, 2017 and 2016 are as follows:

	2017	2016
Balance - beginning of year	\$ 12,333	\$ 12,333
Contributions	8,000	
Balance - end of year	\$ 20,333	\$ 12,333

12. Concentrations

Credit Risk

Financial investments which potentially subject PCA-NJ to concentrations of credit risk consist of interest bearing cash, cash equivalents and receivables. In an attempt to limit the credit risk, PCA-NJ places all funds with high quality financial institutions. Receivables are due from various governmental agencies or from foundations and the other grantors with whom PCA-NJ has a long history of collecting payment, which reduces the credit risk. At various times throughout the year, PCA-NJ had cash balances in excess of FDIC insurance coverage. PCA-NJ has not experienced any losses.

Economic Dependency

Approximately 93 percent and 91 percent of PCA-NJ's income for the years ended June 30, 2017 and 2016, respectively was derived from Federal and State of New Jersey funding sources, the loss of which could have a material effect on PCA-NJ.

13. Subsequent Events

PCA-NJ has evaluated subsequent events occurring after the statement of financial position date through November 15, 2017, which is the date the financial statements were available to be issued. Based on the evaluation, PCA-NJ has determined that no subsequent events have occurred, which require disclosure in or adjustment to the financial statements.

SUPPLEMENTARY INFORMATION

Prevent Child Abuse – New Jersey Chapter, Inc. Schedule of Expenditures of Federal Awards Year Ended June 30, 2017

Federal Grantor/Pass-Through Grantor Program Title	Federal CFDA Number	Pass-Through Grantor's Number	Award Period	Expenditures
U.S. Department of Health and Human Services:				
Department of Children and Families				
Division of Family and Community Partnerships	00 500		7/4/0045 7/04/0040	ф 45.440
Supporting Pregnant & Parenting Teens	93.500	16LRGA	7/1/2015 - 7/31/2016	\$ 15,113
Parent Linking Project - Child Care Parent Education Training Grant	93.558 93.500	17LRGP 17LRGP	7/1/2016 - 6/30/2017 7/1/2016 - 6/30/2017	46,765 159,644
Enough Abuse Campaign	93.500 93.590	17LRGP	7/1/2016 - 6/30/2017	36,304
Ellough Abuse Campaign	93.390	TILKGP	1/1/2010 - 0/30/2017	257,826
Department of Children and Families				201,020
Division of Child Protection and Permanency				
Healthy Families Program	93.558	17LRGM	7/1/2016 - 6/30/2017	45,888
	93.505	17LRGM	7/1/2016 - 6/30/2017	42,015
	93.556	17LRGM	7/1/2016 - 6/30/2017	122,261
				210,164
Human Trafficking	93.095	17LRGM	7/1/2016 - 6/30/2017	204,655
Parent Education Technical Assistance	93.558	17LRGM	7/1/2016 - 6/30/2017	27,105
Essex Pregnancy and Parenting Connection	93.505	17LRGM	7/1/2016 - 6/30/2017	233,685
Essex Pregnancy and Parenting Connection	93.243	17LRGM	7/1/2016 - 6/30/2017	140,211
Early Child Home Visit Program	93.505	17LRGM	7/1/2016 - 6/30/2017	271,596
				877,252
Total U.S. Department of Health and Human Services				1,345,242
U.S. Department of Education				
Passed Thru State of New Jersey				
Department of Human Services, Division of Family Development				
GROW NJ Kids - Technical Assistance	84.412	TA17001	7/1/2016 - 6/30/2017	3,177,663
Passed Thru State of New Jersey				
Department of Children and Families				
Division of Child Protection and Permanency				
Early Learning Challenge	84.412	17LRGM	7/1/2016 - 6/30/2017	62,818
Total U.S. Department of Education				3,240,481
U.S. Department of Agriculture				
Pass through Rutgers, the State University				
of New Jersey				
HomeStyles: Shaping Home Environments and				
Lifestyle Practices to Prevent Childhood Obesity	10.310	N/A	2/15/2011 - 9/30/2016	5,363
Total Federal Awards				\$ 4,591,086

Prevent Child Abuse – New Jersey Chapter, Inc. Schedule of Expenditures of State Financial Assistance Year Ended June 30, 2017

State Grantor/Program Title	Award Number	Award Period	Expenditures
State of New Jersey			
Department of Human Services			
Division of Family Development			
Temporary Assistance for Needy Families	TS17023	7/1/2016 - 6/30/2017	\$ 325,926
			325,926
Department of Children and Families			
Division of Family and Community Partnerships			
Parent Linking Project - Child Care	17LRGP	7/1/2016 - 6/30/2017	200,146
			200,146
Division of Child Protection and Permanency			
Healthy Families Program	17LRGM	7/1/2016 - 6/30/2017	81,002
Parenting Education Technical Assistance	17LRGM	7/1/2016 - 6/30/2017	56,115
			137,117
Total New Jersey Department of Human Services			663,189
			i
Total State Financial Assistance			\$ 663,189
			<u>·</u>

Prevent Child Abuse – New Jersey Chapter, Inc. Notes to Schedules of Expenditures of Federal Awards and State Financial Assistance Year Ended June 30, 2017

1. General Information

The accompanying schedules of expenditures of Federal awards and state financial assistance present the activities in all the Federal and state awards programs of Prevent Child Abuse – New Jersey Chapter, Inc. All financial awards received directly from Federal and state agencies as well as financial awards passed through other governmental agencies or non-profit organizations are included on the schedules.

2. Basis of Accounting

The accompanying schedules of expenditures of Federal awards and state financial assistance are presented using the accrual basis of accounting. The amounts reported in these schedules as expenditures may differ from certain financial reports submitted to Federal and state funding agencies due to those reports being submitted on either a cash or modified accrual basis of accounting.

3. Relationship to Basic Financial Statements

Expenditures of Federal awards and state financial assistance are generally reported on the statements of functional expenses as program services. In certain programs, the expenditures reported in the basic financial statements may differ from the expenditures reported in the schedules of expenditures of Federal awards and state financial assistance due to program expenditures exceeding grant or contract budget limitations, matching or in-kind contributions or capitalization policies required under accounting principles generally accepted in the United States of America.

4. Indirect Cost

PCA-NJ does not have a federally negotiated indirect cost rate and has not elected to use the 10 percent de minimis cost rate as covered in section 200.414 in the Uniform Guidance.



Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

Independent Auditor's Report

Board of Trustees Prevent Child Abuse - New Jersey Chapter, Inc.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the financial statements of Prevent Child Abuse - New Jersey Chapter, Inc., which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated November 15, 2017.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Prevent Child Abuse -New Jersey Chapter, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Prevent Child Abuse - New Jersey Chapter's internal control. Accordingly, we do not express an opinion on the effectiveness of Prevent Child Abuse - New Jersey Chapter, Inc.'s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Prevent Child Abuse - New Jersey Chapter, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Board of Trustees Prevent Child Abuse - New Jersey Chapter, Inc. Page 2

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

SayLLP

Clifton, New Jersey November 15, 2017



Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance Required by The Uniform Guidance and New Jersey OMB Circular 15-08

Independent Auditor's Report

Board of Trustees Prevent Child Abuse - New Jersey Chapter, Inc.

Report on Compliance for Each Major Federal and State Program

We have audited Prevent Child Abuse - New Jersey Chapter, Inc.'s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* and New Jersey *OMB Circular 15-08, New Jersey Compliance Supplement* that could have a direct and material effect on each of Prevent Child Abuse - New Jersey Chapter, Inc.'s major federal and state programs for the year ended June 30, 2017. Prevent Child Abuse - New Jersey Chapter, Inc.'s major federal and state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal and state statutes, regulations, and the terms and conditions of its federal and state awards applicable to its federal and state programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Prevent Child Abuse - New Jersey Chapter, Inc.'s major federal and state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and New Jersey OMB Circular 15-08. Those standards and the Uniform Guidance and New Jersey OMB Circular 15-08 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal or state program occurred. An audit includes examining, on a test basis, evidence about Prevent Child Abuse - New Jersey Chapter, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal and state program. However, our audit does not provide a legal determination of Prevent Child Abuse - New Jersey Chapter, Inc.'s compliance.

Opinion on Each Major Federal and State Program

In our opinion, Prevent Child Abuse - New Jersey Chapter, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal and state programs for the year ended June 30, 2017.

Report on Internal Control Over Compliance

Management of Prevent Child Abuse - New Jersey Chapter, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Prevent Child Abuse - New Jersey Chapter, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal and state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance in accordance with the Uniform Guidance and NJ OMB Circular 15-08, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Prevent Child Abuse - New Jersey Chapter, Inc.'s internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal or state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and NJ OMB 15-08. Accordingly, this report is not suitable for any other purpose.

SayLLP

Clifton, New Jersey November 15, 2017

Prevent Child Abuse – New Jersey Chapter, Inc.

Schedule of Findings and Questioned Costs - Federal Awards

Year Ended June 30, 2017

Section I. SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements				
	audited were prepared in accordance with	GAAP:	Unmodified	
	Internal control over financial reporting:			
	Material weakness(es) identified?		No	
	Significant deficiency(ies) identified?		None Reported	
	Noncompliance material to financial stater	nents noted?	No	
Federa	nl Awards			
Internal control over financial reporting:				
	No			
Significant deficiency(ies) identified?			None Reported	
	Type of auditor's report issued on compliance for major federal programs:			
	Any audit findings disclosed that are required to be reported in accordance with section 2 CFR 200.516(a)?			
Identification of major federal programs:				
<u>CFDA</u>	<u>Number(s)</u>	Name of Federal Program or Cluster		
84.4	12	GROW NJ Kids- Technical Assist	ance	
84.4	12	Early Learning Challenge		
Dollar threshold to distinguish between Type A and Type B Programs			\$750,000	
Auditee qualified as low-risk auditee?			Yes	

Section II. Financial Statement Findings

None

Section III. Findings and Questioned Costs for State Award

None

There were no findings in the prior year.