

COMMUNITY ACTION OF LARAMIE COUNTY

Financial Statements As Of June 30, 2023 and 2022

Single Audit
As of June 30, 2023

Together With Independent Auditors' Report

JDS professional
group
certified public accountants, consultants and advisors

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
Community Action of Laramie County:

Opinion

We have audited the accompanying financial statements of Community Action of Laramie County (the "Organization") (a nonprofit organization), which comprise the statements of financial position as of June 30, 2023 and 2022, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of June 30, 2023 and 2022, and the changes in net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits 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. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management 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, and 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.

Independent Auditors' Report (Continued)

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate to those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Supplementary Information

Our audits were 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* 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. 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 schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the financial statements as a whole.

JDS Professional Group

March 27, 2024

COMMUNITY ACTION OF LARAMIE COUNTY

Statements Of Financial Position
As Of June 30, 2023 and 2022

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ASSETS

	<u>2023</u>	<u>2022</u>
Current Assets:		
Cash and cash equivalents	\$ 511,950	\$ 498,248
Grant receivables	365,388	402,861
Accounts receivable	19,324	14,894
Prepaid expenses	580	14,612
Total Current Assets	<u>897,242</u>	<u>930,615</u>
Non-Current Assets:		
Property and equipment, net	<u>797,924</u>	<u>788,819</u>
TOTAL ASSETS	<u>\$ 1,695,166</u>	<u>\$ 1,719,434</u>

LIABILITIES AND NET ASSETS

Current Liabilities:		
Account payable	\$ 19,301	\$ 17,939
Accrued expenses	150,647	147,924
Note payable - current portion	10,220	13,708
Refundable advances	20,481	170,397
Lease liability	92,336	
Total Current Liabilities	<u>292,985</u>	<u>349,968</u>
Non-Current Liabilities:		
Note payable, less current portion	<u>237,534</u>	<u>247,746</u>
Total Liabilities	530,519	597,714
Net Assets:		
Net assets without donor restrictions	<u>1,164,647</u>	<u>1,121,720</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 1,695,166</u>	<u>\$ 1,719,434</u>

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

COMMUNITY ACTION OF LARAMIE COUNTY

Statements Of Activities
For The Years Ended June 30, 2023 And 2022

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	<u>2023</u>	<u>2022</u>
Support And Revenue:		
Government grants	\$ 2,604,369	\$ 2,418,327
Rental income	124,306	99,364
Contributions	45,083	30,559
Contributions of nonfinancial assets	7,160	40,390
Gain on sale of assets		1,500
Other income	68,133	61,918
Total Support And Revenue	<u>2,849,051</u>	<u>2,652,058</u>
Expenses:		
Program Services	2,287,871	2,312,533
Supporting Services -		
General administration	485,636	349,147
Fundraising	32,617	34,591
Total Expenses	<u>2,806,124</u>	<u>2,696,271</u>
CHANGE IN NET ASSETS FROM OPERATIONS	42,927	(44,213)
Net Assets, Beginning of Year	<u>1,121,720</u>	<u>1,165,933</u>
NET ASSETS, END OF YEAR	<u><u>\$ 1,164,647</u></u>	<u><u>\$ 1,121,720</u></u>

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

COMMUNITY ACTION OF LARAMIE COUNTY

Statement Of Functional Expenses
For The Year Ended June 30, 2023

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	Program Services	General Administrative	Fundraising	2023 Total
Advertising	\$ 21,842	\$ 2,110	\$ 1,973	\$ 25,925
Contract services	251,084	43,312	2,206	296,602
Dues and subscriptions	6,121	2,753	316	9,190
Emergency assistance	139,924	15,646	4,254	159,824
Employee benefits	191,778	42,550	2,230	236,558
Equipment costs	27,590	1,858		29,448
Insurance	28,197	27,635		55,832
Interest expense		458		458
Meetings	368	770	135	1,273
Miscellaneous expense	9,407	15,020	1,665	26,092
Payroll taxes	147,028	22,225	1,710	170,963
Printing and postage	4,880	5,282	250	10,412
Rent	89,602	42,166		131,768
Repairs and maintenance	25,935	12,204		38,139
Salaries and wages	1,070,148	161,767	12,444	1,244,359
Supplies	122,879	32,282	5,217	160,378
Training	21,671			21,671
Travel	26,841	10,227	217	37,285
Utilities and telephone	28,833	12,669		41,502
Depreciation	73,743	34,702		108,445
Total expenses	\$ 2,287,871	\$ 485,636	\$ 32,617	\$ 2,806,124

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

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Statement Of Functional Expenses
For The Year Ended June 30, 2022

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	Program Services	General Administrative	Fundraising	2022 Total
Advertising	\$ 10,053	\$ 646	\$ 3,839	\$ 14,538
Contract services	384,311	36,077	3,925	424,313
Dues and subscriptions	22,086	8,885		30,971
Emergency assistance	442,811	362		443,173
Employee benefits	141,278	19,445	1,618	162,341
Equipment costs	23,689	2,282	375	26,346
Insurance	25,235	11,958	728	37,921
Interest expense	72	323		395
Meetings	818	1,272	1,796	3,886
Miscellaneous expense	19,532	20,290	7,846	47,668
Payroll taxes	114,242	15,757	1,313	131,312
Printing and postage	4,732	1,481	1,631	7,844
Rent	92,505	34,214		126,719
Repairs and maintenance	12,306	4,551		16,857
Salaries and wages	808,030	111,452	9,288	928,770
Supplies	43,461	3,076	1,993	48,530
Training	32,340	8,838	42	41,220
Travel	29,371	10,298	197	39,866
Utilities and telephone	31,477	30,502		61,979
Depreciation	74,184	27,438		101,622
Total expenses	\$ 2,312,533	\$ 349,147	\$ 34,591	\$ 2,696,271

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

COMMUNITY ACTION OF LARAMIE COUNTY

Statements Of Cash Flows
For The Years Ended June 30, 2023 and 2022

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	<u>2023</u>	<u>2022</u>
Cash flows from operating activities:		
Change in net assets from operations	\$ 42,927	\$ (44,213)
Adjustments to reconcile change in net assets from operations to net cash provided by operating activities:		
Depreciation and amortization expenses	108,445	101,622
Amortization on ROU assets	107,092	
(Gain) loss on sale of property and equipment		(1,500)
Changes in operating assets and liabilities -		
(Increase) decrease in grant receivables	37,473	(101,408)
(Increase) in accounts receivable	(4,431)	(9,903)
(Increase) decrease in prepayments	14,032	(2,343)
Increase (decrease) account payable	1,362	(167,191)
Increase in accrued expenses	2,724	305
(Decrease) in refundable advances	(149,916)	(49,207)
(Decrease) in lease liability	(105,896)	
Net cash provided by (used in) operating activities	<u>53,812</u>	<u>(273,838)</u>
Cash flows from investing activities:		
Purchases of property and equipment	(26,410)	(34,049)
Net cash (used in) investing activities	<u>(26,410)</u>	<u>(34,049)</u>
Cash flows from financing activities:		
Payments on loan payable	(13,700)	(13,560)
Net cash (used in) financing activities	<u>(13,700)</u>	<u>(13,560)</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	13,702	(321,447)
Cash and Cash Equivalents, Beginning Of Year	<u>498,248</u>	<u>819,695</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>\$ 511,950</u></u>	<u><u>\$ 498,248</u></u>

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

COMMUNITY ACTION OF LARAMIE COUNTY

Notes To Financial Statements
For The Years Ended June 30, 2023 and 2022

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(1) Nature Of Organization

The Community Action of Laramie County (the "Organization") is a nonprofit corporation that involves the community in assessing the local needs and attacking the causes of poverty. The four pillars of the Organization are to promote self-sufficiency housing, early childhood education, improve social services, and engage the public sector. The Organization operates primarily in the Cheyenne, Wyoming area.

The Organization offers a broad array of programs and services all designed to help people and change live. The Organization administered the following community based projects during the years ended June 30, 2023 and 2022:

Health Care for the Homeless (HCH): This program provides comprehensive primary health care for the homeless in Cheyenne. Services include medical consultation, evaluation and treatment, prescription assistance, laboratory, X-rays, limited dental and visual services, mental health and substance abuse counseling, and transportation in coordination with health care appointments.

Self-sufficiency: This program provides financial assistance to low-income individuals and families in emergency situation. The goal of the program is to enable individuals to become self-sufficient. The program provides qualified individuals with housing, or with short-term monetary assistance for deposits, rent, fuel, or other needs. Grant funds are used primarily for emergency assistance situations; therefore, the type of assistance that can be provided is governed by the grant received. The Organization owns apartment complexes and homes for qualified low-income clients. The Organization also owns an apartment complex to house homeless veterans as part of the VA Grant and Per Diem program. Rental income received is included in program income on the statement of activities and changes in net assets. The duration of use of these properties by the client is limited to two years, during which time the Organization provides case management to help the clients become self-sufficient.

Kinship Support Services: This program assists grandparents over the age of 55 who are raising their grandchildren. The program provides support groups, monthly respite, and assistance with guardianships and other issues unique to these individuals.

Cheyenne Farmer's Market: The event begins in August and runs through the beginning of October. The market, which is held on Saturdays only, features farmers and vendors with fresh fruits and vegetables, honey, breads, pastries, and cheeses. The Organization receives a commission from these vendors based on sales.

(2) **Summary Of Significant Accounting Policies**

Method Of Accounting

The financial statements of the Organization have been prepared on the accrual basis in accordance with the accounting principles generally accepted in the United States of America

Basis Of Presentation

The Organization reports information regarding its financial position and activities according to two classes of net assets that are based upon the existence or absence of restrictions on use that are placed by its donors: net assets without donor restrictions and with donor restrictions as follows:

Net Assets Without Donor Restrictions - Net assets available for use in general opera, ons and not subject to donor (or certain grantor) restrictions.

Net Assets With Donor Restrictions - Net assets subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity.

Recently Adopted Accounting Standards

In 2023, the Organization adopted Accounting Standards Update (ASU) No. 2016-02, *Leases*, which required lessees to recognize leases on the statement of financial position and disclose key information about leasing arrangements. The Organization elected not to restate the comparative period (2022). It also elected not to reassess at adoption (I) expired or existing contracts to determine whether they are or contain a lease, (ii) the lease classification of any existing leases, or (iii) initial direct costs for existing leases. As a result of implementing ASU No. 2016-02, the Organization recognized a right-of-use asset and a lease liability of \$198,233, in its statement of financial position as of July 1, 2022. The adoption did not result in a significant effect on amounts reported on the statement of activities for the year ended June 30, 2023.

Estimates

The preparation of financial statements in conformity with generally accepted accounting

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Notes To Financial Statements (Continued)

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principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. Actual results could differ from those estimates, and those differences could be material.

Cash And Cash Equivalents

For purposes of reporting cash flows, the Organization considers money market funds to be cash equivalents. The Organization considers all highly liquid investments with an original maturity of three months or less to be cash equivalents. The Organization maintains its cash in bank deposit accounts which periodically exceed federally insured limits. The Organization has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk on cash or cash equivalents.

	<u>2023</u>	<u>2022</u>
Supplemental disclosure of cash flow information:		
Cash paid for interest	\$ 458	\$ 395
Operating cash outflows from operating leases	<u>\$ 122,420</u>	<u>\$ 126,719</u>

Government Grants Receivable

Government grants receivable include amounts owed from the federal government for amounts owed on grants. No allowance for uncollectible receivables is considered necessary based on management's assessment of the account.

Accounts Receivable

Accounts receivable consists of balances from services provided to customers. Management provides for probable uncollectible amounts through a provision of bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. As of June 30, 2023 and 2022, all receivables were considered collectible.

Receivable balances were as follows:

July 1, 2021	\$ 4,991
June 30, 2022	14,894
June 30, 2023	19,325

Property And Equipment

Property, improvements, and equipment is capitalized at cost or fair value at the date of gift and depreciated by the straight-line method over estimated useful lives of 5 to 7 years.

Leases

The Organization determines if an arrangement is or contains a lease at inception. Leases are included in property and equipment and lease liabilities on the statement of financial position. ROU assets and lease liabilities reflect the present value of the future minimum lease payments over the lease term, and ROU assets also include prepaid or accrued rent. Operating lease expense is recognized on a straight-line basis over the lease term. The Organization does not report ROU assets and lease liabilities for its short-term leases (leases with a term of 12 months or less). Instead, the lease payments of those leases are reported as lease expense on a straight-line basis over the lease term.

Measure Of Operations

The statement of activities reports all changes in net assets, including changes in net assets from operating and non operating activities. Operating activities consists of those items attributable to the Organization's ongoing program services. Nonoperating activities are limited to activities considered to be of a more unusual or nonrecurring nature.

Revenue And Revenue Recognition

The Organization recognizes contributions when cash, securities or other assets, or an unconditional promise to give is received. Unconditional promises to give are recorded at net realizable value if expected to be collected in one year and at net present value if expected to be collected in more than one year. The Organization did not have any unconditional promises to give as of June 30, 2023 and 2022.

The majority of the Organization's revenue is derived from cost-reimbursable federal, state and local grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Organization has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as refundable advances in the statement of financial position. The Organization was awarded cost-reimbursable grants of \$950,216 that have not been recognized as of June 30, 2023, because qualifying expenditures have not yet been incurred.

Support that is restricted by the donor is reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the support is recognized.

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Notes To Financial Statements (Continued)

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All other donor-restricted support is reported as an increase in net assets with donor restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

Certain donated services, goods, and facilities that meet the criteria for recognition, are reflected in the financial statements at their estimated fair market value at the time of the donation. Donated services are recognized as contributions if the services (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization.

Rental income is recognized as amounts become due. Rental payments received in advance are deferred until earned. All leases between the Organization and the tenants of the property are operating leases.

Methods Used For Allocation Of Expenses From Management and General Activities

The financial statements report certain categories of expenses that are attributable to one or more program or supporting functions of the Organization. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. Salaries and wages, payroll taxes, and employee benefits are allocated on the basis of estimates of time and effort. Rent, repairs and maintenance, and depreciation are allocated based on square-footage.

Advertising

Advertising costs are expensed as incurred.

Subsequent Events

The Organization has performed an evaluation of subsequent events through March 27, 2024, which is the date the financial statements were available to be issued, and has considered any relevant matters in the preparation of the financial statements and footnotes.

Subsequent to year end, the Organization entered into a twenty-year promissory note with a financial institution for \$1,038,700 to purchase a new building.

(3) Income Taxes

The Organization has previously received notice from the Internal Revenue Service of exemption from income tax under Section 501(c)(3) of the Internal Revenue Code. In addition,

COMMUNITY ACTION OF LARAMIE COUNTY

(6) Lease Liability

The Company evaluated current contracts to determine which met the criteria of a lease. The ROU asset represents the Company's right to use the underlying asset for the lease term, and the lease liability represents the Company's obligation to make lease payments arising from the lease. The ROU asset and lease liability, all of which arise from an operating lease, were calculated based on the present value of the future minimum lease payments over the lease term. The Company made an accounting policy election to use a risk-free rate in lieu of its current incremental borrowing rate to discount future lease payments. The weighted average discount rate applied to calculate lease liabilities as of June 30, 2023, was 3%.

The Organization's operating lease is a noncancellable lease for land commencing July 2022 through June 2023. Total operating lease cost was \$131,768 during the year ended June 30, 2023. Rent expense for the year ended June 30, 2022 (pre-adoption of new standards) was \$126,719. There were no noncash investing and financing transactions related to leasing other than the transition entry described in Note 2. As of June 30, 2023, the weighted-average remaining lease term for the Company's operating lease was 0.84 years.

Future maturities of the lease liability under the lease are as follows:

2023

Year ending June 30,	
2024	93,390
Total lease payments	<u>93,390</u>
Less present value discount	(1,054)
Total lease obligation	<u><u>\$ 92,336</u></u>

2022

Rent expense under FASB ASC 840 (pre-adoption of the new standards) for operating leases totaled \$126,719 for the year ended June 30, 2022. The aggregate minimum lease payments under the operating lease as of June 30, 2022, was as follows:

Year ending June 30,	
2023	122,420
2024	93,390
Total	<u><u>\$ 215,810</u></u>

COMMUNITY ACTION OF LARAMIE COUNTY

the Organization qualifies for the charitable contribution deduction under Section 170(b)(1)(A). Accordingly, the accompanying financial statements contain no provision for income taxes. Management believes that the Organization has appropriate support for any tax positions taken affecting its annual filing requirements, and as such, does not have any uncertain tax positions that are material to the financial statements. The Organization would recognize future accrued interest and penalties related to unrecognized tax benefits and liabilities in income tax expense if such interest and penalties are incurred.

The Organization is no longer subject to U.S. federal tax audits on its Form 990 by taxing authorities for years ending prior to June 30, 2020. The years subsequent to this year contain matters that could be subject to differing interpretations of applicable tax laws and regulations. Although the outcome of tax audits is uncertain, the Organization believes no issues would arise.

(4) **Support from Governmental Units and Concentration of Credit Risk**

The Organization received 59% of its funding from the U.S. Department of Health and Human Services either directly or pass-through from the State of Wyoming during the years ended June 30, 2023 and 2022, respectively. A significant reduction in the level of this support, if this were to occur, would have a substantial effect on the Organization's programs and activities.

The Organization's cash demand deposits are held at financial institutions at which deposits are insured up to \$250,000 by the FDIC. As of June 30, 2023, the Organization's deposits exceeded the FDIC limit by approximately \$146,000.

(5) **Liquidity And Availability Of Financial Assets**

The Organization's financial assets available within one year of the statement of financial position date for general expenditure as of June 30, 2023 and 2022, are as follows:

	2023	2022
Cash and cash equivalents	\$ 511,950	\$ 498,248
Grant receivables	365,388	402,861
Accounts receivable	19,324	14,894
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 896,662</u>	<u>\$ 916,003</u>

COMMUNITY ACTION OF LARAMIE COUNTY

(7) **Property And Equipment**

Property and equipment as of June 30, 2023 and 2022:

	<u>2023</u>	<u>2022</u>
Furniture and equipment	\$ 705,219	\$ 255,593
Vehicles		433,735
Buildings and improvements	1,295,547	1,285,648
Operating lease right-of-use asset	198,233	
Land	64,011	64,011
Subtotal	<u>2,263,010</u>	<u>2,038,987</u>
Less: accumulated depreciation and amortization	(1,465,086)	(1,250,168)
Property and equipment, net	<u>\$ 797,924</u>	<u>\$ 788,819</u>

(8) **Long-Term Notes Payable and Line of Credit**

Long-term notes payable consisted of the following as of June 30:

	<u>2023</u>	<u>2022</u>
Note payable to Wyoming Community Development Authority (WCDA); monthly payment interest at 2% with monthly payments of \$551; matures December 2023; secured by property. Note includes a deferred portion of \$24,360 with interest at 3% which is forgivable if the original note does not default.	\$ 27,873	\$ 34,346
Note payable to WCDA; interest at 2%; monthly payments of \$81; matures December 2023; secured by property.	420	1,373
Note payable to WCDA; interest at 1%; monthly payments of \$43; matures June 2035; secured by property. Note includes a deferred portion of \$87,400 with interest at 3% which is forgivable if the original note does not default.	90,230	90,704
Note payable to WCDA; interest at 0%; monthly payments of \$483; matures June 2030; secured by property. Note includes a deferred portion of \$60,600 with interest at 3% which is forgivable if the original note does not default.	129,231	135,031
Total long-term notes payable	<u>247,754</u>	<u>261,454</u>
Less current portion	(13,700)	(13,708)
Total long-term portion	<u>\$ 234,054</u>	<u>\$ 247,746</u>

COMMUNITY ACTION OF LARAMIE COUNTY

Long-term debt maturities for years ending June 30 are as follows:

2024	\$ 10,220
2025	6,292
2026	6,296
2027	6,301
2028	6,264
Thereafter	212,381
Total lease payments	<u>\$ 247,754</u>

Line Of Credit

The Organization maintains a line of credit with ANB Bank. The line is for \$185,000 with an interest rate of 5.5%. The line matures in July 2024. There were no draws against the line of credit during the year ended June 30, 2023.

(9) Pension Plan

The Organization sponsors a defined contributions 401(k) plan. Eligibility for participation in the plan is limited to part-time and full-time, regular employees who exceed 1,000 hours per year, are over 17 years old and have been employed for a minimum of one year of service. The Organization matches employee contributions up to 3%. However, the retirement plan contributions were suspended in November 2018. During March of 2022, retirement plan contributions resumed. Retirement plan expenses for the year ended June 30, 2023 and 2022 totaled \$13,560 and \$504, respectively.

(10) Commitments And Contingencies

Amounts received or receivable from grantor agencies are subject to audit and adjustment by such grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. In that event, the Organization may be required to refund amounts to the federal government.

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(11) **Contributed Nonfinancial Assets**

Donated goods and services as of June 30, 2023 and 2022, consisted of the following:

	<u>2023</u>	<u>2022</u>
Supplies	\$ 7,160	\$ 7,162
Professional services	7,160	33,228
Total of contributions of nonfinancial assets	<u>\$ 7,160</u>	<u>\$ 40,390</u>

During the fiscal years ended June 30, 2023 and 2022, all gifts-in-kind were utilized to carry out the mission of the Organization. The supplies and professional services were valued and reported at the estimated fair value in the financial statements based on current rates for similar services or actual cost to purchase.

All gifts-in-kind received by the Organization for the fiscal years ended June 30, 2023 and 2022, were considered without donor restrictions and able to be used by the Organization as determined by the board of directors and management.

COMMUNITY ACTION OF LARAMIE COUNTY

Supplemental Schedule Of Expenditures Of Federal Awards
For The Year Ended June 30, 2023

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Federal Grantor/Pass-through Grantor and Program Title	Assistance Listing Number	Contract Number	Total Expended
U. S. Department Of Health and Human Services -			
Health Center Program Cluster:			
Health Center Program (Community Health Centers, Migrant Health Centers, Healthcare for the Homeless, and Public Housing Primary Care)	93.527	H8GS47877-01-00	\$ 29,171
Health Center Program	93.527	H80CS00042-20-00	428,981
Health Center Program	93.527	H80CS00042-22-00	222,006
Total 93.527			680,158
Health Center Program	93.224	H80CS00042-20-00	27,934
Health Center Program - COVID-19	93.224	H8FC540471-01-00	238,197
Total 93.224			266,131
Total Health Center Program Cluster **			946,289
Pass-through Program From:			
Wyoming Department of Health -			
Community Services Block Grant	93.569	None	504,889
Community Services Block Grant - COVID-19	93.569	None	34,215
			539,104
National Family Caregiver Support, Title III, Part E- COVID-19	93.052	None	4,418
National Family Caregiver Support, Title III, Part E	93.052	None	85,695
			90,113
Opioid STR	93.788	193651	107,013
			736,230
Total U. S. Department Of Health and Human Services			1,682,519
U. S. Department Of Veteran's Affairs -			
VA Homeless Providers Grant and Per Diem Program	64.024	CALC887-0040-442-BH-17-0	160,869
U. S. Department Of Treasury -			
Pass-through Program From:			
State of Wyoming Department of Family Services -			
Emergency Rental Assistance Program	21.023	VC77533	384,989
Pass-through Program From:			
Laramie County -			
Coronavirus State And Local Fiscal Recovery Funds - COVID-19	21.027	TLVTFZVQJWJ4	36,125
U.S. Veteran's Affairs -			
Coronavirus State And Local Fiscal Recovery Funds - COVID-19	21.027	TLVTFZVQJWJ4	46,650
			82,775
Total U. S. Department Of Treasury			467,764
TOTAL			\$ 2,311,152

** Major program

The accompanying notes are an integral part of this schedule.

COMMUNITY ACTION OF LARAMIE COUNTY

Notes To Supplemental Schedule Of Expenditures Of Federal Awards
For The Year Ended June 30, 2023

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(1) Method of Accounting

The schedule of expenditures of federal awards has been prepared on an accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance and also presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Because the schedule of expenditures of federal awards presents only a selected portion of the operations of the Organization, it is not intended to, and does not present, the financial position, changes in net assets, or cash flows of the Organization.

The Organization has elected not to use a *de minimis* indirect cost rate as allowed under the Uniform Guidance.

INDEPENDENT AUDITORS' 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

To the Board of Directors of
Community Action of Laramie County:

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 the Community Action of Laramie County (the "Organization") (a nonprofit organization), which comprise the statement of financial position as of June 30, 2023, 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 March 27, 2024.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing 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 the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization'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 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 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.

Independent Auditors' Report ,Continued

Report on Compliance And Other Matters

As part of obtaining reasonable assurance about whether the Organization'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 financial statement. 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 instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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

JDS Professional Group

March 27, 2024

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors of
Community Action of Laramie County:

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Community Action of Laramie County (the "Organization") compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on the Organization's major federal program for the year ended June 30, 2023. The Organization's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Organization complied, in all material respects with the types of compliance requirements referred to above that could have a direct and material effect on its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

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). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Organization's compliance with the compliance requirements referred to above.

Independent Auditors' Report, Continued

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Organization's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Organization's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Organization's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Organization's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Organization's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over compliance. Accordingly, no such opinion is expressed.

Independent Auditors' Report, Continued

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

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 program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a 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 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 with a type of compliance requirement of a federal 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.

Independent Auditors' Report, Continued

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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. Accordingly, this report is not suitable for any other purpose.

JDS Professional Group

March 27, 2024

COMMUNITY ACTION OF LARAMIE COUNTY

Schedule Of Findings And Questioned Costs
For The Year Ended June 30, 2023

Section I - Summary of Auditors' Results

Financial Statements

Type of auditors' report: Unmodified

Internal control over financial reporting:

Material weakness(es) identified? ___ yes X no

Significant deficiency(s) identified
that are not considered to be material
weakness(es)? ___ yes X none reported

Noncompliance material to financial
statements noted? ___ yes X no

Federal Awards

Internal control over major programs:

Material weakness(es) identified? ___ yes X no

Significant deficiency(s) identified
that are not considered to be material
weakness(es)? ___ yes X no

Type of auditors' report issued on
compliance for major programs: Unmodified

Any audit findings disclosed that are
required to be reported in accordance
with Uniform Guidance 2 CFR §200.516(a)? ___ yes X no

COMMUNITY ACTION OF LARAMIE COUNTY

Schedule Of Findings And Questioned Costs (Continued)
For The Year Ended June 30, 2023

Identification of major programs:

<u>Assistance Listing Or Other Identifying Number</u>	<u>Name Of Federal Program</u>
93.527 and 93.224	Health Center Program Cluster

Dollar threshold used to distinguish
between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? X yes no

Section II - Financial Statement Findings

None reported.

Section III - Federal Award Findings and Questioned Costs

None reported.

COMMUNITY ACTION OF LARAMIE COUNTY

Summary Schedule of Prior Audit Findings
For The Year Ended June 30, 2023

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Finding 2022-001: U.S. Department of Health and Human Services - Community Services Block Grant - Assistance Listing No. 93.569.

Eligibility, Significant Deficiency

Condition: Proper documentation was not maintained for three recipients tested.

Recommendation: We recommend that the Organization review its procedures to ensure proper documentation is received and maintained on recipient files to ensure eligibility.

Status: Management has communicated that the issues have been identified and corrected.

Finding 2022-002: U.S. Department of Health and Human Services - Community Services Block Grant - Assistance Listing No. 93.569.

Reporting, Significant Deficiency

Condition: An SF-SAC report was not timely filed.

Recommendation: We recommend that the Organization institute processes to ensure reporting requirements are addressed and complied with.

Status: The June 30, 2023 audit has been filed timely.