Hickory Log Vocational School, Inc.

Financial Statements

December 31, 2020 and 2019

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RL Jennings & Associates, PC

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Board of Directors and Management Hickory Log Vocational School, Inc. P.O. Box 300 White, Georgia 30184-0300

We have audited the accompanying financial statements of Hickory Log Vocational School, Inc. (a nonprofit organization), which comprise the statements of financial position as of December 31, 2020 and 2019, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with 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 audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits 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.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Hickory Log Vocational School, Inc. as of December 31, 2020 and 2019, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

RL Jennings & Associates, PC

Rome, Georgia November 1, 2021

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HICKORY LOG VOCATIONAL SCHOOL, INC. STATEMENTS OF FINANCIAL POSITION December 31, 2020 and 2019

	<u>2020</u>		<u>2019</u>		
CURRENT ASSETS Cash Accounts receivable Prepaid expense TOTAL CURRENT ASSETS	\$	215,918 199,254 5,172 420,344	\$	59,790 - 2,776 62,566	
PROPERTY AND EQUIPMENT Equipment Vehicles Leasehold improvements Less: accumulated depreciation		127,153 81,989 294,146 503,288 (440,832) 62,456		142,177 29,965 294,146 466,288 (455,865) 10,423	
	\$	482,800	\$	72,989	
CURRENT LIABILITIES Accounts payable Accrued payroll Payroll liabilities Other accrued expenses Current portion of long term debt TOTAL CURRENT LIABILITIES	\$	5,607 6,817 9,502 3,882 2,095	\$	5,797 - 6,316 - - 12,113	
LONG TERM DEBT		147,905		-	
NET ASSETS Without donor restrictions With donor restrictions TOTAL NET ASSETS		280,185 26,807 306,992		33,964 26,912 60,876	
	\$	482,800	\$	72,989	

HICKORY LOG VOCATIONAL SCHOOL, INC. STATEMENTS OF ACTIVITIES For the Years Ended December 31, 2020 and 2019

For the Years Ended December 31, 2020 and 2019	2020	<u>2019</u>
NET ASSETS WITHOUT DONOR RESTRICTIONS		
SUPPORT Tuition	\$ 286,294	\$ 224,810
Federal and state grants Contributions United Way	55,127 123,856 40,703 57,026	- 77,022 61,775 30,538
Fundraising Inkind donations	93,485	74,763 394
Other income TOTAL SUPPORT AND REVENUE	172	
WITHOUT DONOR RESTRICTIONS	656,663	469,302
Net assets released from restrictions: Satisfaction of purpose restrictions	36,251	21,916
TOTAL SUPPORT, REVENUE AND RECLASSIFICAT WITHOUT DONOR RESTRICTIONS	IONS 692,914	491,218
EXPENSES Program services Management and general	437,244 107,600 33,318	404,151 93,405 26,158
Fundraising TOTAL EXPENSES	578,162	523,714
INCREASE (DECREASE) IN NET ASSETS WITHOUT DONOR RESTRICTIONS	114,752	(32,496)
NET ASSETS WITH DONOR RESTRICTIONS Net assets released from restrictions Net assets restricted by donor	(36,251) 36,146	(21,916)
INCREASE (DECREASE) IN NET ASSETS WITH DONOR RESTRICTIONS	(105)	(11,516)
CHANGE IN NET ASSETS	114,647	(44,012)
BEGINNING NET ASSETS, AS PREVIOUSLY REPORTED	60,876	104,888
Prior period adjustment	131,469	
BEGINNING NET ASSETS, AFTER ADJUSTMENT	192,345	104,888
ENDING NET ASSETS	\$ 306,992	\$ 60,876
See independent auditor's report and notes to the finan	icial statements	

See independent auditor's report and notes to the financial statements.

HICKORY LOG VOCATIONAL SCHOOL, INC. STATEMENTS OF CASH FLOWS For the Years Ended December 31, 2020 and 2019

	2020	<u>2019</u>
CASH FLOWS FROM OPERATING ACTIVITIES Increase (decrease) in net assets Adjustments to reconcile net income to net cash	\$ 114,647	\$ (44,012)
provided by operating activities: Depreciation (Gain) loss on disposal of property	9,753 (371)	3,446 -
(Increase) decrease in accounts receivable (Increase) decrease in prepaid expenses	(199,254) (2,396) (190)	- 853 2,697
Increase (decrease) in accounts payable Increase (decrease) in accrued liabilities Payroll Protection Program loan forgiveness	13,885 (45,127) 131,469	2,197 - -
Prior period adjustment Inkind donation of property and equipment	 (4,074)	
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	18,342	(34,819)
CASH FLOWS FROM INVESTING ACTIVITIES Cash payments for the purchase of property	 (57,341)	
NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES	 (57,341)	
CASH FLOWS FROM FINANCING ACTIVITIES Proceeds from Payroll Protection Program loan Proceeds from issuance of long-term debt	45,127 150,000	- -
NET CASH PROVIDED (USED) BY FINANCING ACTIVITIES	195,127	-
NET INCREASE (DECREASE) IN CASH AND EQUIVALENTS	156,128	(34,819)
CASH AND EQUIVALENTS, BEGINNING	 59,790	94,609
CASH AND EQUIVALENTS, ENDING	\$ 215,918	\$ 59,790
SUPPLEMENTAL DISCLOSURES		
Cash paid for: Interest expense	\$ 3,882	\$ 20
Inkind donation of operating resources	\$ 93,485	\$ 74,763

See independent auditor's report and notes to the financial statements.

HICKORY LOG VOCATIONAL SCHOOL, INC. STATEMENT OF FUNCTIONAL EXPENSES For the Year Ended December 31, 2020

	Program Services	Management and general	Fund- Raising	Total
Compensation and related expenses:	040.554	\$ 44,415	\$ 15,419	\$ 308,385
Wages	\$ 248,551	•	1,507	30,131
Payroll taxes and employee benefits	22,598	6,026	16,926	338,516
TOTAL COMPENSATION	271,149	50,441	10,920	330,310
Advertising	260	-	14	274
Automobile expense	3,073	697	174	3,944
Computer and software	105	-	-	105
Contract labor	8,152	_	8,152	16,304
Depreciation	4,876	4,877	-	9,753
Depreciation Dues and subscriptions	-	5,632	-	5,632
(Gain) loss on disposal of assets	(185)	(185)	-	(370)
	16,491	4,398	1,099	21,988
Insurance expense	-	3,882	-	3,882
Interest expense	1,567	1,567	-	3,134
Janitorial and cleaning	-	3,826	-	3,826
Legal and accounting	1,362	363	91	1,816
Meals and entertainment	-	2,227	-	2,227
Miscellaneous	1,182	6,274	-	7,456
Office expense and supplies	464	124	31	619
Postage and shipping	80,418	21,445	5,361	107,224
Rent, utilities and phone	7,619	2,032	508	10,159
Repairs and maintenance	12,640	_,,,,_	-	12,640
Resident expense - allowance	11,061	_	_	11,061
Resident expense - food	584	_	_	584
Resident expense - medical	16,250	_	_	16,250
Resident expense - other			_	176
Staff and training	176	-	962	962
Special events	_			
TOTAL EXPENSES	\$ 437,244	\$107,600	\$33,318_	\$578,162_

HICKORY LOG VOCATIONAL SCHOOL, INC. STATEMENT OF FUNCTIONAL EXPENSES For the Year Ended December 31, 2019

	-	Program Services		Management and general	-	Fund- Raising	-	Total
Compensation and related expenses:								
Wages	\$	216,826	\$	29,958	\$	12,989	\$	259,773
Payroll taxes and employee benefits		19,935	-	5,316_	_	1,329	_	26,580
TOTAL COMPENSATION		236,761		35,274		14,318		286,353
Advertising		1,270		-		81		1,351
Automobile expense		6,406		1,659		415		8,480
Computer and software		700		415		-		1,115
Depreciation		1,723		1,723		-		3,446
Dues and subscriptions		-		1,736		-		1,736
Insurance expense		13,327		3,554		888		17,769
Interest expense		-		20		-		20
Janitorial and cleaning		2,777		2,777		-		5,554
Legal and accounting		-		11,489		-		11,489
Miscellaneous		349		691		21		1,061
Office expense and supplies		439		5,639		-		6,078
Postage and shipping		354		94		24		472
Rent, utilities and phone		82,889		22,104		5,526		110,519
Repairs and maintenance		23,003		6,134		1,534		30,671
Resident expense - allowance		14,180		-		-		14,180
Resident expense - food		8,954		-		-		8,954
Resident expense - medical		444		-		-		444
Resident expense - other		9.547		-		-		9,547
Staff and training		667		_		-		667
Special events		-		_		3,327		3,327
Website	_	361		96		24		481
TOTAL EXPENSES	\$_	404,151	\$	93,405	\$	26,158	\$ _	523,714

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization and Nature of Activities

Hickory Log Vocational School, Inc. (the School) is a non-profit corporation in White, Georgia that is a private, non-profit personal care home that offers communal housing to men living with developmental and/or intellectual disabilities, as well as those with traumatic brain injuries. The School offers vocational skills, job training, meals, shelter, and financial management to the residents of the School. The School currently has the capacity to house 24 residents. The School receives the majority of its revenue from resident tuition, grants, contributions, United Way allocations, and fundraising events.

Basis of Presentation

The financial statements of the School have been prepared on the accrual basis in accordance with accounting principles generally accepted in the United States of America. The financial statements are presented in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958 dated August 2016, and the provisions of the American Institute of Certified Public Accountants (AICPA) "Audit and Accounting Guide for Non-for-Profit Organizations" (the "Guide"). (ASC) 958-205 was effective January 1, 2018.

Under the provisions of the Guide, net assets and revenues, and gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the School and changes therein are classified as follows:

Net Assets Without Donor Restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the School. The School's board may designate assets without restrictions for specific operational purposes from time to time.

Net Assets With Donor Restrictions: Net assets are subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the School or by the passage of time. Other donor restrictions are perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Accounting

The financial statements of the School have been prepared on the accrual basis of accounting and, accordingly, reflect all significant receivables, payables, and other liabilities.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires the use of management's estimates. Accordingly, actual results could vary from those estimates.

Cash and Cash Equivalents

For purposes of the Statements of Cash Flows, the School considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents. The carrying value of current assets and liabilities, including cash and cash equivalents, approximates fair value because of the short maturity of those financial instruments.

Revenue and Support With and Without Donor Restrictions

All income is recognized in the period when the contribution, pledge, or unconditional promise to give is received.

The School elected to adopt Accounting Standards Codification (ASC 958). In accordance with ASC 958, contributions received are recorded as support without donor restrictions or support with donor restrictions depending on the existence and/or nature of any donor restrictions.

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. All other donor-restricted support is reported as an increase in net assets with donor restrictions depending on the nature of the restriction. 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 are reported in the Statements of Activities as net assets released from restrictions.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Income Taxes

The School is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code and is exempt from federal and state income taxes.

Property and Equipment

Acquisitions of property and equipment are capitalized. Property and equipment are stated at historical cost and donated fixed assets are stated at fair market value on the date of donation. Such donations are reported as unrestricted contributions unless the donor has restricted the donated asset to a specific purpose. Absent donor stipulations regarding how long the donated assets must be maintained, the School reports expirations of donor restrictions when the donated or acquired assets are placed in service. The School reclassifies net assets with donor restrictions to net assets without donor restrictions at that time. Depreciation is computed using the straight-line method. Depreciation expense for the years ended December 31, 2020 and 2019 was \$9,753 and \$3,446, respectively. Repairs on equipment are expensed as incurred.

<u>Advertising</u>

The School uses advertising to promote its programs among the area it serves, and expenses advertising costs as incurred. Advertising expenses during 2020 and 2019 totaled \$274 and \$1,351, respectively.

Shipping and Handling Costs

The School expenses all shipping and handling costs in the period in which the costs are incurred. Shipping and handling expenses during 2020 and 2019 totaled \$619 and \$472, respectively.

Uncertain Tax Positions

The School is exempt from federal and state income taxes under Internal Revenue Code Section 501(c)(3), except on income derived from unrelated business activities. The School had no unrelated business activities. The School believes that it has appropriate support for any tax positions that are material to the financial statements.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Compensated Absences

Employees of the School are entitled to paid vacation, paid sick days, and personal days off, depending on job classification, length of service and other factors. It is impracticable to estimate the amount of compensation for future absences, and accordingly, no liability has been recorded in the accompanying financial statements. The School's policy is to recognize the costs of compensated absences when actually paid to employees.

Promises to Give

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

All unconditional promises to give are due in less than one year.

Public Support

Support from the public includes the dollar value at December 31, 2020 and 2019, respectively, of amounts received at the special events and amounts from local contributions.

Receivables

Grants and accounts receivable are classified as current only if amounts are collectible during the ordinary course of business within one year. No allowance for doubtful accounts is utilized by the School.

NOTE 2 - CONCENTRATION OF CREDIT RISK

As of December 31, 2020 and 2019, all deposit accounts maintained in financial institutions were covered by the U.S. Federal Deposit Insurance Corporation and were not exposed to any risk of loss.

NOTE 3 - DONATED MATERIALS AND SERVICES

The School receives donated services from a variety of unpaid volunteers assisting the School with programs. During the years ended December 31, 2020 and 2019, the value of contributed goods and services meeting the requirements for recognition in the financial statements included the donation of services and items used in the programs provided by the School. Based on the fair market value of these services and goods donated by the general public, these contributions are material and therefore recorded in the financial statements of the School as in-kind support. These donations are valued at \$93,485 and \$74,763, respectively.

NOTE 4 - NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions were available for the following purposes at December 31, 2020 and 2019:

	2020		2019
Day services building	\$ 14,500	\$	14,500
Gaming system	98		98
Lighting conversion	3,104		3,104
Salaries – Certified Nurse	6,500		6,500
Technology	2,605		2,710
	\$ 26,807	\$	26,912
		_	

NOTE 5 - COST ALLOCATION

ASC 958 requires all not-for-profits to report expenditures by functional classification. Supporting activities are divided into three categories: (1) Program services (2) Management and general and (3) Fundraising. The costs of providing the various programs and activities have been summarized on a functional basis in the Statements of Activities and exhibit the relationship between functional and natural classifications. Certain categories of expenses are attributable to more than one program or supporting function and are allocated on a reasonable basis that is consistently applied. These expenses are allocated on the basis of estimates of time and effort and among the programs and supporting services benefited. The expenses that are allocated include depreciation, office and occupancy, as well as salary and benefits. Such allocations are determined by management on an equitable basis.

NOTE 6 - LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

The School has \$415,172 of financial assets available within one year of the Statement of Financial Position date, December 31, 2020, to meet cash needs for

NOTE 6 - LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS (Continued)

general operating expenditures, consisting of cash of \$215,918 and accounts receivable of \$199,254.

The financial assets available include \$26,807 that is restricted to be used for the following:

2020
\$ 14,500
98
3,104
6,500
2,605
\$ 26,807

As part of its liquidity management, the School structures its financial assets to be available as general expenditures, liabilities, and other obligations become due.

NOTE 7 - RESIDENT ACCOUNTS

The School is the custodian of funds for the residents of the School. These funds are not included in the financial statements of the School.

NOTE 8 - REVENUE AND REVENUE RECOGNITION

Contributions	The School recognizes contributions when received.
Tuition	The School recognizes tuition income when payments are received from residents.
United Way allocations	The School recognizes United Way allocations when received.
Fundraising	The School recognizes event revenue when received and the obligation has been met (i.e. the event has taken place). Payments are due at the time of event registration.

NOTE 9 - NEW ACCOUNTING STANDARDS

In June 2018, the FASB issued ASU 2018-08, Not for Profit Entities (Topic 958), Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made. The ASU clarifies and improves the scope and accounting

NOTE 9 – NEW ACCOUNTING STANDARDS (Continued)

guidance for contributions received and contributions made by not-for-profit organizations, and provides guidance on how to account for certain exchange transactions. This change is preferable in that it clarifies whether to account for transactions as contributions or as exchange transactions. In addition, it clarifies whether a contribution is conditional.

The School adopted the standard on a modified prospective basis, and the adoption did not have a material impact on how the School accounts for its contributions received or made.

NOTE 10 - CONCENTRATIONS OF REVENUE SOURCES

For the year ended December 31, 2020, approximately 44% of the School's revenues are derived from tuition received from residents of the School, and 6% is received from United Way allocations. For the year ended December 31, 2019 approximately 48% of the School's revenues are derived from tuition received from residents of the School, and 13% is received from United Way allocations.

NOTE 11 - LONG-TERM DEBT

At December 31, 2020 and 2019, the School was obligated on long-term debt as follows:

	<u>2020</u>	<u>2019</u>
Note payable to the U.S. Small Business Administration, interest		
at 2.75%, unsecured	\$150,000	\$
	150,000	-
Less: current portion	(2,095)	
	\$147,905	\$

NOTE 11 – LONG-TERM DEBT (Continued)

Maturities of long-term debt are as follows:

Years Ending December 31:

2021	\$	2,095
2022		3,671
2023		3,773
2024		3,878
2025		3,986
Thereafter	_	132,597
	\$	150,000

NOTE 12 - PAYCHECK PROTECTION PROGRAM LOAN

On April 20, 2020, the School was granted a loan from Century Bank in the amount of \$45,127, pursuant to the Paycheck Protection Program (the PPP) under Division A, Title I of the CARES Act, which was enacted March 27, 2020.

The loan, which was in the form of a Note dated April 20, 2020 issued by the School, matures on April 20, 2022 and bears interest at a rate of 1% per annum, payable monthly commencing on November 20, 2020. The Note may be prepaid by the School at any time prior to maturity with no prepayment penalties. Funds from the loan may only be used for payroll costs, costs to continue group health care benefits, and utilities incurred.

The School used the entire loan amount for qualifying expenses. Under the terms of the PPP, certain amounts of the loan may be forgiven if they are used for qualifying expenses as described in the CARES Act. Since the School used the entire proceeds of the loan for qualifying expenses, generally accepted accounting principles allows the proceeds to be treated as income.

Accordingly, the amount anticipated to be forgiven is reflected in the federal and state grants section of the Statements of Activities, and is not taxable.

NOTE 13 - PRIOR PERIOD ADJUSTMENT

Net assets without donor restrictions as of January 1, 2020 have been increased by \$131,469 due to resident accounts receivable from 2017 to 2019, which were invoiced to residents in the year ended December 31, 2020.

NOTE 14 - SUBSEQUENT EVENTS

The School has evaluated subsequent events through November 1, 2021, the date which the financial statements were available to be issued.

The School changed its name from Hickory Log Vocational School, Inc. to Hickory Log Personal Care Home, Inc. in September of 2021.