

**CHAUTAUQUA COUNTY SEFA CAMPAIGN**

**Financial Statements and Report of  
Independent Certified Public Accountant**

**December 31, 2016**



Christine G. Britt  
Certified Public Accountant

REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANT

To the Board of Directors and SEFA Committee  
United Way of Northern Chautauqua County, Inc.

I have audited the accompanying statement of financial position of the Chautauqua County SEFA Campaign as of December 31, 2016 the related statements of activities and cash flows for the year then ended. These financial statements are the responsibility of the Organization's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used, and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements of December 31, 2016 present fairly, in all material respects, the financial position of the Chautauqua County SEFA Campaign as of December 31, 2016, and the activities, functional expenses and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

*Christine G. Britt CPA*

Portland, New York  
May 2, 2017

## FINANCIAL STATEMENTS

CHAUTAUQUA COUNTY SEFA CAMPAIGN  
Statement of Financial Position  
December 31, 2016

Assets

Cash and cash equivalents	
Checking & cash	\$ <u>184,954</u>
Total cash and cash equivalents	184,954
Receivables (Note 3)	
Prior year Pledges receivable	6,305
2016 Pledges receivable	56,519
Less: Allowance for uncollectibles	<u>(3,692)</u>
Total receivables	<u>59,132</u>
Total assets	<u>\$ 244,086</u>

Liabilities and Net Assets

Liabilities:	
Agencies Payable	\$ <u>70,814</u>
Total liabilities	70,814
Net Assets: (Note 4)	
Unrestricted	112,584
Temporarily restricted	60,688
Permanently restricted	<u>-</u>
Total net assets	<u>173,272</u>
Total liabilities and net assets	<u>\$ 244,086</u>

The accompanying notes are an integral part of these statements

CHAUTAUQUA COUNTY SEFA CAMPAIGN  
Statement of Activities  
For the Year Ended December 31, 2016

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
<b>REVENUES, GAINS, AND OTHER SUPPORT</b>				
Campaign applicable to current period				
Contributions received in prior period (released from restriction)	\$ 67,825	\$ (67,825)	\$ -	\$ -
Total campaign for current period	67,825	(67,825)	-	-
Campaign revenue for next allocation period				
Gross campaign for next allocation period	-	62,558	-	62,558
Less: Allowance for uncollectibles	-	(1,870)	-	(1,870)
Net campaign for next allocation period	-	60,688	-	60,688
Total campaign	67,825	(7,137)	-	60,688
Other revenue				
Prior campaign revenue(close)	(4,758)	-	-	(4,758)
Administrative fee income	3,927	-	-	3,927
Total other revenue	(831)	-	-	(831)
Total revenue	66,994	(7,137)	-	59,857
<b>DESIGNATIONS AND OTHER EXPENSES</b>				
Designations (Note 5)				
United Way of Northern Chaut. County	8,593	-	-	8,593
United Way of NCC agencies	27,361	-	-	27,361
United Way of Southern Chautauqua				
County & agencies	1,870	-	-	1,870
Earth Share of NY & agencies	1,467	-	-	1,467
Other agencies	23,181	-	-	23,181
Total designations	62,472	-	-	62,472
Other expenses				
Salaries & payroll taxes	3,550	-	-	3,550
Audit	600	-	-	600
Office supply & copier	125	-	-	125
Software	500	-	-	500
Statewide SEFA committee	1,112	-	-	1,112
Campaign marketing/advertising	215	-	-	215
Telephone	150	-	-	150
Postage	200	-	-	200
Utilities	150	-	-	150
Travel and meetings	109	-	-	109
Total other expenses	6,711	-	-	6,711
Total designations and other expenses	69,183	-	-	69,183
CHANGE IN NET ASSETS	(2,189)	(7,137)	-	(9,326)
NET ASSETS, Beginning of year	114,773	67,825	-	182,598
NET ASSETS, End of year	\$ 112,584	\$ 60,688	\$ -	\$ 173,272

The accompanying notes are an integral part of these statements

CHAUTAUQUA COUNTY SEFA CAMPAIGN  
Statement of Cash Flows  
For the Year Ended December 31, 2016

Cash Flows from Operation Activities:

Net excess revenue over expenses	\$ (9,326)
Adjustment to reconcile net income to net cash and cash equivalents provided by operating activities:	
Decrease in pledges receivable	10,298
Increase in payable to agencies	<u>29,565</u>
Total adjustment	<u>39,863</u>
Net Cash Provided by Operation Activities	30,537
Cash & cash equivalents - beginning of year	<u>154,417</u>
Cash & cash equivalents - end of year	<u>\$ 184,954</u>

The accompanying notes are an integral part of these statements

CHAUTAUQUA COUNTY SEFA CAMPAIGN  
Notes to Financial Statements  
December 31, 2016

1) Program Operation

The Chautauqua County State Employees Federated Appeal (SEFA) campaign is administered by the United Way of Northern Chautauqua County, Inc. United Way is a not-for-profit corporation organized under the laws of New York and for the purpose of reporting to the Internal Revenue Service is a 501 (c) (3) organization exempt from Federal and New York State income taxes.

2) Organization Purpose

The State Employees Federated Appeal (SEFA) was started at the request of the state administration to consolidate fundraising efforts into a single campaign which benefits various local human service agencies, national health agencies and international service agencies. SEFA pledges support various agencies in Chautauqua County, New York.

3) Summary of Significant Accounting Policies

A summary of the significant accounting policies consistently applied in the preparation of the accompanying financial statements follows:

a) Basis of Accounting

The financial statements are prepared on the accrual basis (including pledges) to provide a consistent matching of revenues and expenditures.

b) Financial Statement Presentation

The Chautauqua County SEFA Campaign adopted SFAS No. 117, "Financial Statements of Not-for-Profit Organizations." Under SFAS No. 117, SEFA is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted. In addition, SEFA is required to present a statement of cash flows.

c) Estimates

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

d) Income Taxes

The Chautauqua County SEFA Campaign, as part of United Way of Northern Chautauqua Co., Inc., is not subject to income taxes under Section 501 (c) (3) of the Internal Revenue Code.

CHAUTAUQUA COUNTY SEFA CAMPAIGN  
Notes to Financial Statements  
December 31, 2016

3) Summary of Significant Accounting Policies (continued)

e) Annual Campaign

The Chautauqua County SEFA Campaign is conducted annually from September to November to generate state employee designations and donations for distributions to agencies in the subsequent calendar year. Accordingly, a receivable is recorded at year-end for outstanding campaign pledges with an allowance for amounts estimated to be uncollectible.

The allowance for uncollectible pledges is computed on a three year historical average adjusted by management estimates of current economic factors, applied to gross campaign.

f) Contributions

The Chautauqua County SEFA Campaign adopted SFAS No. 116, Accounting for Contributions Received and Contributions Made, in 1996. SEFA previously recorded pledges receivable for future periods as deferred revenue. In accordance with SFAS No. 116, contributions received are recorded as unrestricted, temporarily, or permanently restricted support depending on the existence or nature of any donor restriction. Under SFAS No. 116 such contributions are required to be reported as temporarily restricted support and are then reclassified to unrestricted net assets upon expiration of the time restriction and are reported in the statement of activities as net assets released from restriction.

4) Unrestricted, Temporarily, and Permanently Restricted Net Assets

The SEFA Committee has discretionary control in the use of the unrestricted net assets of the organization.

Unrestricted net assets include:

Current unrestricted net assets	\$ 112,584
Total unrestricted net assets	<u>\$ 112,584</u>

Temporarily restricted net assets include:

2016 SEFA campaign	\$ 60,688
Total temporarily restricted net assets	<u>\$ 60,688</u>

The Chautauqua County SEFA Campaign has no permanently restricted net assets for the year ended December 31, 2016.



CHAUTAUQUA COUNTY SEFA CAMPAIGN  
Notes to Financial Statements  
December 31, 2016

5) SEFA Designations

Designation are paid in quarterly installments based on collections during the period. This schedule of payments allows United Way sufficient time to finalize payments received and to determine a current appropriate uncollectible rate.

A total of 53 agencies were designated \$62,472 in 2016 and 56 agencies were designated \$47,633 in 2015. \$8,593 was designated to the general fund of the United Way of Northern Chautauqua County in 2016 (\$12,891 in 2015). These amounts also include the agencies share of undesignated pledges.

<u>Designations:</u>	<u>2016</u>	<u>2015</u>
United Way of Northern Chautauqua County	<u>\$ 8,593</u>	<u>\$ 12,891</u>
United Way of Northern Chautauqua County agencies:		
Allegheny Highlands Boy Scouts	\$ 483	\$ 300
American Red Cross	1,510	1,275
Chautauqua Striders	498	231
Camp Gross	552	617
Campus & Community Childrens Center	1,577	1,199
Chautauqua Adult Day Care	761	303
Chautauqua Alcoholism & Substance Abuse	13	180
Chautauqua Blind Association	-	18
Chautauqua County Rural Ministries	6,522	3,956
Dunkirk/Fredonia Meals on Wheels	4,615	2,584
Family Service of Chaut. Region	198	53
Infinity performing arts	383	154
Girl Scouts of WNY	122	131
Hospice of Chautauqua County	4,776	3,578
Lake Shore Family Care Center	185	89
Learning Disabled Association of WNY	323	200
Literacy Volunteers	514	147
Boys and Girls Club of NCC	1,454	962
Salvation Army	558	303
Salvation Army Domestic Violence	151	21
Patterson Library	274	162
Westfield Community Kitchen	1,653	407
Westfield YWCA	<u>239</u>	<u>231</u>
	<u>\$ 27,361</u>	<u>\$ 17,101</u>
United Way of Southern Chaut. County & its agencies	<u>\$ 1,870</u>	<u>\$ 474</u>
Earth Share of NY and agencies	<u>\$ 1,467</u>	<u>\$ 510</u>

CHAUTAUQUA COUNTY SEFA CAMPAIGN  
Notes to Financial Statements  
December 31, 2016

5) SEFA Designations (continued)

Other agencies:

Alzheimers Association of WNY	\$ 1,079	\$ 290
American Cancer	-	22
American Heart Association	156	162
Americans for the Arts	76	-
Americas Charities	1,361	1,305
Animal Charities of America	2,366	804
Camp Good Days & Special Times	-	4
Camp Unirondack	124	44
Chautauqua Opportunities Safe House	-	295
Children's Charities of America	138	94
Community Care of WNY	-	-
Community Health Charities NY	3,495	3,726
Community Works of NYS	104	21
Different Way of Reading	13	-
Food Bank Association of WNY	-	5
Global Impact (ISA)	1,576	1,453
Guiding Eyes for the Blind	54	-
Health & Medical Charities of America	769	903
Human & Civil Rights Association of America	261	43
Independent Charities of America	1,556	1,520
Junior Achievement of WNY	27	69
Make A Wish Foundation WNY	615	51
Neighbor to Nation	635	278
NYS 4-H Foundation	-	11
NYS CASA	-	33
Northern Chautauqua Community Foundation	1,264	849
NY Troopers PBA Signal 30 Fund	-	8
NY Coalition for Healthy School	48	-
Other SEFA Funds	178	202
RMHC of WNY	153	51
Roswell Park Alliance Foundation	548	196
SETI Institute	9	-
Special Olympics New York Inc	-	23
United Way of Buffalo (Niagara SEFA)	4,763	3,964
Undesignated	886	-
WNY Public Broadcasting	22	-
Wounded Warrior Project	905	6
Westfield Food Pantry	-	225
	<u>\$ 23,181</u>	<u>\$ 16,657</u>
	<u>\$ 62,472</u>	<u>\$ 47,633</u>