# The Westminster Rescue Mission, Inc. Audited Financial Statements For the Years Ended August 31, 2021 and 2020

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#### STURGILL & ASSOCIATES LLP

#### CERTIFIED PUBLIC ACCOUNTANTS

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#### **Independent Auditors' Report**

Board of Directors
The Westminster Rescue Mission, Inc.

We have audited the accompanying financial statements of The Westminster Rescue Mission, Inc. (a nonprofit organization), which comprise the statements of financial position as of August 31, 2021 and 2020, 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.

#### Auditors' 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 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.

#### S STURGILL & ASSOCIATES LLP

#### Independent Auditors' Report - continued -

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 The Westminster Rescue Mission, Inc. as of August 31, 2021 and 2020, 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.

Sturgill & Associates LLP

Westminster, Maryland May 10, 2022

#### The Westminster Rescue Mission, Inc. Statements of Financial Position August 31, 2021 and 2020

| August                           | 2021         | 2020         |
|----------------------------------|--------------|--------------|
| Assets                           |              |              |
| Current assets                   |              |              |
| Cash                             | \$ 136,922   | \$ 362,280   |
| Accounts receivable              | 136,246      | 93,894       |
| Grants receivable                | 160,969      | -            |
| Prepaid expenses                 | 13,182       | 18,043       |
| Total current assets             | 447,319      | 474,217      |
| Investments                      | 646,370      | 642,512      |
| Property and equipment           |              |              |
| Buildings                        | 4,743,855    | 4,674,168    |
| Furniture and fixtures           | 93,684       | 70,931       |
| Machinery and equipment          | 266,300      | 167,172      |
| Land                             | 98,405       | 98,405       |
| Vehicles                         | 181,636      | 122,467      |
|                                  | 5,383,880    | 5,133,143    |
| Less: accumulated depreciation   | (2,283,044)  | (2,170,957)  |
| Total property and equipment     | 3,100,836    | 2,962,186    |
| Other asset                      |              |              |
| Designated cash                  | 204,313      | 186,332      |
| Total assets                     | \$ 4,398,838 | \$ 4,265,247 |
| Liabilities and net assets       |              |              |
| Current liabilities              |              |              |
| Accounts payable                 | \$ 20,351    | \$ 64,674    |
| Accrued leave                    | 46,299       | 57,835       |
| Accrued interest                 | 4,813        | ,<br>-       |
| Payroll liabilities              | 68,141       | 52,388       |
| Medicaid payable                 | 305,461      | · -          |
| Advanced revenue                 | 236,355      | 189,735      |
| Deferred revenue                 | 10,734       | 23,142       |
| Total current liabilities        | 692,154      | 387,774      |
| Long-term debt                   | 150,000      | 150,000      |
| Total long-term liabilities      | 150,000      | 150,000      |
| Total liabilities                | 842,154      | 537,774      |
| Net assets                       |              |              |
| Without donor restrictions       | 3,475,674    | 3,596,960    |
| With donor restrictions          | 81,010       | 130,513      |
| Total net assets                 | 3,556,684    | 3,727,473    |
| Total liabilities and net assets | \$ 4,398,838 | \$ 4,265,247 |

# The Westminster Rescue Mission, Inc. Statements of Activities For the Years Ended August 31, 2021 and 2020

|  | 2021         | 2020         |
|--|--------------|--------------|
| Changes in net assets without donor restrictions |              |              |
| Support and revenues                             |              |              |
| Support  |              |              |
| Contributions and grants                         | \$ 1,018,781 | \$ 1,094,251 |
| Fundraising income                               | -            | 28,095       |
| In-kind donations                                | 122,699      | 93,038       |
| Total support                                    | 1,141,480    | 1,215,384    |
| Revenues   |              | . •          |
| Client income                                    | 632,920      | 679,249      |
| Thrift store                                     | 68,158       | 77,607       |
| Recycling income                                 | 17,271       | 18,782       |
| Interest income                                  | 13,615       | 13,005       |
| Gain (loss) on asset disposal                    | (1,393)      | -            |
| Gain (loss) on investments                       | (9,679)      | 4,203        |
| Other income                                     |              | 5,227        |
| Total revenues                                   | 720,892      | 798,073      |
| Total support and revenues                       | 1,862,372    | 2,013,457    |
| Net assets released from restrictions            | 120,816      | 266,884      |
| Total unrestricted support and revenues          | 1,983,188    | 2,280,341    |
| Expenses and losses                              |              |              |
| Program services                                 |              |              |
| Thrift stores                                    | 258,647      | 222,683      |
| Residential and rehabilitation                   | 1,274,043    | 1,248,402    |
| Food distribution                                | 175,022      | 150,331_     |
| Total program services                           | 1,707,712    | 1,621,416    |
| Supporting services                              |              |              |
| Management and general                           | 261,930      | 184,234      |
| Fundraising                                      | 278,155      | 129,692      |
| Total supporting services                        | 540,085      | 313,926      |
| Total expenses                                   | 2,247,797    | 1,935,342    |
| Change in net assets without donor restrictions  | (264,609)    | 344,999      |
| Changes in net assets with donor restrictions    |              |              |
| Grants   | 214,636      | 125,288      |
| Net assets released from donor restrictions:     |              |              |
| Satisfied by payments                            | (120,816)    | (266,884)    |
| Change in net assets with donor restrictions     | 93,820       | (141,596)    |
| Change in total net assets                       | (170,789)    | 203,403      |
| Net assets at beginning of year                  | 3,727,473    | 3,524,070    |
| Net assets at end of year                        | \$ 3,556,684 | \$ 3,727,473 |

#### The Westminster Rescue Mission, Inc. Statement of Functional Expenses For the Year Ended August 31, 2021

| Auto expense         \$ 1,971         \$ 3,267         \$ 7,812         \$ 13,050         \$ 500         \$ 500         \$ 500         \$ 13,551           CARF expenses         \$ 1,971         \$ 3,267         \$ 7,812         \$ 13,050         \$ 500         \$ \$ \$ 1,355           CIent expenses         \$ 11,237         15         11,252         50         \$ 11,36           Clinical expenses         \$ 1,1312         \$ 1,312         \$ 1,312         \$ 1,312         \$ 1,312           Compensation         121,497         804,456         94,432         1,020,385         148,839         148,824         1,318,00           Depreciation expense         2,224         129,037         15,151         146,412         10,123         208         166,72           Dues and subscriptions         \$ \$ 1,571         \$ 1,515         148,839         148,824         1,318,00           Depreciation expense         \$ 2,224         129,037         15,151         146,412         10,123         208         166,72           Dues and subscriptions         \$ 1,550         \$ 2,375         \$ 27,875         5,274         17,686         50,835           Fundralsing         \$ 1,550         \$ 2,375         \$ 2,876         5,274         17,686         50,835  |                           |              | Program S      | Services   |                 | Supporting  | g Services  |               |
|--|---------------------------|--------------|----------------|------------|-----------------|-------------|-------------|---------------|
| Auto expense \$ 1,971 \$ 3,267 \$ 7,812 \$ 13,050 \$ 500 \$ - \$ 13,550 \$ CARF expenses - 524 - 524 1,443 - 1,970 \$ Client expenses - 11,237 15 11,252 50 - 11,33  |                           |              | Residential &  |            | Total           | Management  |             | Total Program |
| CARF expenses Client expenses Client expenses - 11,237 15 11,252 50 - 11,36 Clinical expenses - 13,12 - 1,312 - 1,312 - 1,312 Compensation 121,497 804,456 94,432 1,020,385 148,839 148,824 1,318,00 Depreciation expense 2,224 129,037 15,151 146,412 10,123 208 156,77 Dues and subscriptions 2,773 330 3,11 Employee benefits 2,500 25,375 - 27,875 5,274 17,686 50,83 Fundraising 27,875 5,274 17,686 50,83 Fundraising 60,904 60,904 Human resources 217 4,379 179 4,775 3,653 Information technology 4,219 41,916 4,037 50,172 3,340 10,067 63,57 Insurance 11,032 68,683 12,725 92,440 7,293 4,382 104,11 Interest expense - 4,813 - 4,813 - 4,813 - 4,81 Licenses and permits 75 75 1,041 - 1,11 Maintenance and repairs 8,257 25,344 10,584 44,185 1,852 1,852 47,84 Marketing 128 236 108 472 - 12,320 12,77 Office expense 2,430 7,873 2,193 12,496 6,747 8,199 27,47 Payroll taxes 11,323 66,972 8,198 86,493 11,511 11,798 109,66 Security 75 1,817 - 1,892 2,479 - 4,37 Supplies 1,569 9,770 1,034 12,373 15,811 414 28,57 Trish removal 1,380 2,046 1,023 4,449 512 512 54,27 Utilities 12,631 58,313 14,750 85,694 6,331 - 92,07 Workforce program 9,969 1,321 2,255 13,545 89 - 13,66   |                           | Thrift Store | Rehabilatation | Food       | <u>Programs</u> | and General | Fundraising | and Support   |
| CARF expenses Client expenses Client expenses - 11,237 15 11,252 50 - 11,312 Compensation 121,497 804,456 94,432 1,020,385 148,839 148,824 1,318,00 Depreciation expense 2,224 129,037 15,151 146,412 10,123 208 156,77 Dues and subscriptions 2,773 330 3,11 Employee benefits 2,500 25,375 - 27,875 5,274 17,686 50,83 Fundraising 27,875 5,274 17,686 50,83 Fundraising 60,904 60,904 Human resources 217 4,379 179 4,775 3,653 84,41 Information technology 4,219 41,916 4,037 50,172 3,340 10,067 63,57 Insurance 11,032 68,683 12,725 92,440 7,293 4,382 104,17 Interest expense - 4,813 - 4,813 1,814 Licenses and permits 75 75 75 1,041 - 1,11 Maintenance and repairs 8,257 25,344 10,584 44,185 1,852 1,852 47,84 Marketing 128 236 108 472 - 12,320 12,77 Office expense 2,430 7,873 2,193 12,496 6,747 8,199 27,47 Payroll taxes 11,323 66,972 8,198 86,493 11,511 11,798 109,86 Frofessional fees 26,250 - 26,25 Security 75 1,817 - 1,892 2,479 - 4,37 Supplies 1,569 9,770 1,034 12,373 15,811 414 28,57 Trish removal 1,380 2,046 1,023 4,449 512 512 54,27 Utilities 12,831 58,313 14,750 85,694 6,331 - 92,07 Workforce program 9,969 1,321 2,255 13,545 89 - 13,66   | Auto expense              | \$ 1,971     | \$ 3,267       | \$ 7,812   | \$ 13,050       | \$ 500      | \$ -        | \$ 13,550     |
| Client expenses         -         11,237         15         11,252         50         -         11,36           Clinical expenses         -         1,312         -         1,312         -         -         1,312           Compensation         121,497         804,456         94,432         1,020,385         148,839         146,824         1,318,00           Depreciation expense         2,224         129,037         15,151         146,412         10,123         208         156,72           Dues and subscriptions         -         -         -         -         2,773         330         3,10           Employee benefits         2,500         25,375         -         27,875         5,274         17,686         50,88           Fundraising         -         -         -         -         -         60,904         60,90           Human resources         217         4,379         179         4,775         3,653         10,067         63,55           Information technology         4,219         41,916         4,037         50,172         3,340         10,067         65,55           Insurance         11,032         68,683         12,725         92,440         7,293  | CARF expenses             | -            |                | -          |                 |             | •           | 1,967         |
| Clinical expenses         -         1,312         -         1,312         -         1,312         -         1,318,00           Compensation         121,497         804,456         94,432         1,020,385         148,839         148,824         1,318,00           Depreciation expense         2,224         129,037         15,151         146,412         10,123         208         156,75           Dues and subscriptions         -         -         -         -         2,773         330         3,10           Employee benefits         2,500         25,375         -         27,875         5,274         17,686         50,83           Fundraising         -         -         -         -         -         60,904         60,99           Human resources         217         4,379         179         4,775         3,653         8,42           Information technology         4,219         41,916         4,037         50,172         3,340         10,067         63,51           Insurance         11,032         68,683         12,725         92,440         7,293         4,382         104,11           Interest expense         -         4,813         -         -         7,87  | Client expenses           | -            | 11,237         | 15         | 11,252          |             | -           | 11,302        |
| Compensation         121,497         804,456         94,432         1,020,385         148,839         148,824         1,318,00           Depreciation expense         2,224         129,037         15,151         146,412         10,123         208         156,77           Dues and subscriptions         -         -         -         -         2,773         330         3,11           Employee benefits         2,500         25,375         -         27,875         5,274         17,686         50,83           Fundraising         -         -         -         -         -         -         60,904         60,99           Human resources         217         4,379         179         4,775         3,653         8,42           Information technology         4,219         41,916         4,037         50,172         3,340         10,067         63,57           Insurance         11,032         68,683         12,725         92,440         7,293         4,382         104,1°           Interest expense         -         4,813         -         -         4,813         -         -         4,81           Interest expense         -         4,813         -         -  | Clinical expenses         | -            |                | -          |                 | -           | -           | 1,312         |
| Depreciation expense         2,224         129,037         15,151         146,412         10,123         208         156,74           Dues and subscriptions         -         -         -         -         -         2,773         330         3,11           Employee benefits         2,500         25,375         -         27,875         5,274         17,686         50,83           Fundraising         -         -         -         -         -         60,904         60,994           Human resources         217         4,379         179         4,775         3,653         8,42           Information technology         4,219         41,916         4,037         50,172         3,340         10,067         63,55           Insurance         11,032         68,683         12,725         92,440         7,293         4,382         104,1°           Interest expense         -         4,813         -         4,813         -         -         4,8°           Licenses and permits         -         -         75         75         1,041         -         1,1°           Marketing         128         236         108         472         -         12,320         12,7°  | Compensation              | 121,497      | 804,456        | 94,432     | 1,020,385       | 148,839     | 148,824     | 1,318,048     |
| Dues and subscriptions         -         -         -         -         2,773         330         3,10           Employee benefits         2,500         25,375         -         27,875         5,274         17,686         50,81           Fundraising         -         -         -         -         -         60,904         60,904           Human resources         217         4,379         179         4,775         3,653         8,44           Information technology         4,219         41,916         4,037         50,172         3,340         10,067         63,51           Insurance         11,032         68,683         12,725         92,440         7,293         4,382         104,1°           Interest expense         -         4,813         -         -         4,88           Licenses and permits         -         -         75         75         1,041         -         1,1°           Marketing         128         236         108         472         -         12,320         12,7°           Office expense         2,430         7,873         2,193         12,496         6,747         8,169         27,4°           Payroll taxes         11,  | Depreciation expense      | 2,224        | 129,037        | 15,151     | 146,412         | 10,123      | 208         | 156,743       |
| Employee benefits 2,500 25,375 - 27,875 5,274 17,686 50,835 Fundraising 60,904 | Dues and subscriptions    | -            | -              | -          | -               |             | 330         | 3,103         |
| Fundraising 60,904 60,904 Human resources 217 4,379 179 4,775 3,653 8,44   | Employee benefits         | 2,500        | 25,375         | -          | 27,875          |             | 17,686      | 50,835        |
| Human resources 217 4,379 179 4,775 3,653 8,42 Information technology 4,219 41,916 4,037 50,172 3,340 10,067 63,55 Insurance 11,032 68,683 12,725 92,440 7,293 4,382 104,17 Interest expense - 4,813 - 4,813 4,813 - 4,813 4,813 Interest expense - 4,813 - 1,041 - 1,17 Maintenance and repairs 8,257 25,344 10,584 44,185 1,852 1,852 47,86 Marketing 128 236 108 472 - 12,320 12,76 Office expense 2,430 7,873 2,193 12,496 6,747 8,169 27,47 Payroll taxes 11,323 66,972 8,198 86,493 11,511 11,798 109,86 Professional fees 26,250 - 26,25 Security 75 1,569 9,770 1,034 12,373 15,811 414 28,55 Telephone 403 5,352 451 6,206 4,991 624 11,85 Telephone 403 5,352 451 6,206 4,991 624 11,85 Trash removal 1,380 2,046 1,023 4,449 512 512 5,47 Training 66,822 66,822 Trash removal 1,380 2,046 1,023 4,449 512 512 5,47 Training 1,028 65 1,00 Utilities 12,631 58,313 14,750 85,694 6,331 - 92,00 Workforce program 9,969 1,321 2,255 13,545 89 - 13,650   | Fundraising               | -            | -              | -          | -               | -           | 60,904      | 60,904        |
| Information technology   | Human resources           | 217          | 4,379          | 179        | 4,775           | 3,653       | ,           | 8,428         |
| Insurance  | Information technology    | 4,219        | 41,916         | 4,037      | 50,172          | 3,340       | 10,067      | 63,579        |
| Interest expense   |                           | 11,032       | 68,683         | 12,725     | 92,440          |             | 4,382       | 104,115       |
| Maintenance and repairs       8,257       25,344       10,584       44,185       1,852       1,852       47,86         Marketing       128       236       108       472       -       12,320       12,79         Office expense       2,430       7,873       2,193       12,496       6,747       8,169       27,47         Payroll taxes       11,323       66,972       8,198       86,493       11,511       11,798       109,80         Professional fees       -       -       -       -       -       26,250       -       26,25         Security       75       1,817       -       1,892       2,479       -       4,3         Supplies       1,569       9,770       1,034       12,373       15,811       414       28,56         Telephone       403       5,352       451       6,206       4,991       624       11,86         Thrifft stores merchandise       66,822       -       -       -       66,822       -       -       -       66,822       -       -       -       66,822       -       -       -       66,822       -       -       -       66,822       -       -       -   | Interest expense          | -            | 4,813          | -          | 4,813           | -           | · -         | 4,813         |
| Marketing       128       236       108       472       -       12,320       12,75         Office expense       2,430       7,873       2,193       12,496       6,747       8,169       27,4         Payroll taxes       11,323       66,972       8,198       86,493       11,511       11,798       109,80         Professional fees       -       -       -       -       26,250       -       26,25         Security       75       1,817       -       1,892       2,479       -       4,33         Supplies       1,569       9,770       1,034       12,373       15,811       414       28,59         Telephone       403       5,352       451       6,206       4,991       624       11,82         Thriff stores merchandise       66,822       -       -       66,822       -       -       66,82         Trash removal       1,380       2,046       1,023       4,449       512       512       5,45         Training       -       -       -       -       -       1,028       65       1,09         Utilities       12,631       58,313       14,750       85,694       6,331       -   | Licenses and permits      | -            | -              | 75         | 75              | 1,041       | -           | 1,116         |
| Marketing       128       236       108       472       -       12,320       12,75         Office expense       2,430       7,873       2,193       12,496       6,747       8,169       27,4°         Payroll taxes       11,323       66,972       8,198       86,493       11,511       11,798       109,80         Professional fees       -       -       -       -       26,250       -       26,25         Security       75       1,817       -       1,892       2,479       -       4,33         Supplies       1,569       9,770       1,034       12,373       15,811       414       28,59         Telephone       403       5,352       451       6,206       4,991       624       11,82         Thriff stores merchandise       66,822       -       -       66,822       -       -       66,822       -       -       66,82         Trash removal       1,380       2,046       1,023       4,449       512       512       5,42         Training       -       -       -       -       -       1,028       65       1,09         Utilities       12,631       58,313       14,750 <td>Maintenance and repairs</td> <td>8,257</td> <td>25,344</td> <td>10,584</td> <td>44,185</td> <td>1,852</td> <td>1,852</td> <td>47,889</td>  | Maintenance and repairs   | 8,257        | 25,344         | 10,584     | 44,185          | 1,852       | 1,852       | 47,889        |
| Office expense       2,430       7,873       2,193       12,496       6,747       8,169       27,4         Payroll taxes       11,323       66,972       8,198       86,493       11,511       11,798       109,80         Professional fees       -       -       -       -       26,250       -       26,25         Security       75       1,817       -       1,892       2,479       -       4,33         Supplies       1,569       9,770       1,034       12,373       15,811       414       28,59         Telephone       403       5,352       451       6,206       4,991       624       11,82         Thrift stores merchandise       66,822       -       -       66,822       -       -       66,822         Trash removal       1,380       2,046       1,023       4,449       512       512       5,47         Training       -       -       -       -       -       1,028       65       1,09         Utilities       12,631       58,313       14,750       85,694       6,331       -       92,02         Workforce program       9,969       1,321       2,255       13,545       89 <td>Marketing</td> <td>128</td> <td>236</td> <td>108</td> <td>472</td> <td>-</td> <td></td> <td>12,792</td>   | Marketing                 | 128          | 236            | 108        | 472             | -           |             | 12,792        |
| Professional fees         -         -         -         -         26,25           Security         75         1,817         -         1,892         2,479         -         4,37           Supplies         1,569         9,770         1,034         12,373         15,811         414         28,55           Telephone         403         5,352         451         6,206         4,991         624         11,82           Thrift stores merchandise         66,822         -         -         66,822         -         -         66,822         -         -         66,822         -         -         66,822         -         -         66,822         -         -         66,822         -         -         66,822         -         -         -         66,822         -         -         -         66,822         -         -         -         66,822         -         -         -         66,822         -         -         -         66,822         -         -         -         512         512         54         7         7         7         7         7         1,028         65         1,09         1,02         1,02         1,02         1,02  | Office expense            | 2,430        | 7,873          | 2,193      | 12,496          | 6,747       | 8,169       | 27,412        |
| Professional fees         -         -         -         -         26,250         -         26,25           Security         75         1,817         -         1,892         2,479         -         4,3           Supplies         1,569         9,770         1,034         12,373         15,811         414         28,55           Telephone         403         5,352         451         6,206         4,991         624         11,82           Thrift stores merchandise         66,822         -         -         -         66,822         -         -         -         66,82           Trash removal         1,380         2,046         1,023         4,449         512         512         5,47           Training         -         -         -         -         -         1,028         65         1,09           Utilities         12,631         58,313         14,750         85,694         6,331         -         92,02           Workforce program         9,969         1,321         2,255         13,545         89         -         13,63  | Payroll taxes             | 11,323       | 66,972         | 8,198      | 86,493          | 11,511      | 11,798      | 109,802       |
| Security       75       1,817       -       1,892       2,479       -       4,33         Supplies       1,569       9,770       1,034       12,373       15,811       414       28,59         Telephone       403       5,352       451       6,206       4,991       624       11,82         Thrift stores merchandise       66,822       -       -       66,822       -       -       66,82         Trash removal       1,380       2,046       1,023       4,449       512       512       5,47         Training       -       -       -       -       -       1,028       65       1,09         Utilities       12,631       58,313       14,750       85,694       6,331       -       92,02         Workforce program       9,969       1,321       2,255       13,545       89       -       13,63  | Professional fees         | -            | -              | _          | -               | 26,250      | -           | 26,250        |
| Telephone       403       5,352       451       6,206       4,991       624       11,82         Thrift stores merchandise       66,822       -       -       66,822       -       -       66,82         Trash removal       1,380       2,046       1,023       4,449       512       512       5,47         Training       -       -       -       -       1,028       65       1,09         Utilities       12,631       58,313       14,750       85,694       6,331       -       92,02         Workforce program       9,969       1,321       2,255       13,545       89       -       13,63  | Security                  | 75           | 1,817          | -          | 1,892           |             | -           | 4,371         |
| Thrift stores merchandise       66,822       -       -       66,822       -       -       66,82         Trash removal       1,380       2,046       1,023       4,449       512       512       5,47         Training       -       -       -       -       1,028       65       1,09         Utilities       12,631       58,313       14,750       85,694       6,331       -       92,02         Workforce program       9,969       1,321       2,255       13,545       89       -       13,63  | Supplies                  |              | 9,770          | 1,034      | 12,373          | 15,811      | 414         | 28,598        |
| Thrift stores merchandise       66,822       -       -       66,822       -       -       66,822         Trash removal       1,380       2,046       1,023       4,449       512       512       5,41         Training       -       -       -       -       1,028       65       1,09         Utilities       12,631       58,313       14,750       85,694       6,331       -       92,02         Workforce program       9,969       1,321       2,255       13,545       89       -       13,63   | Telephone                 | 403          | 5,352          | 451        | 6,206           | 4,991       | 624         | 11,821        |
| Trash removal       1,380       2,046       1,023       4,449       512       512       5,47         Training       -       -       -       -       1,028       65       1,09         Utilities       12,631       58,313       14,750       85,694       6,331       -       92,02         Workforce program       9,969       1,321       2,255       13,545       89       -       13,63  | Thrift stores merchandise | 66,822       | -              | -          | 66,822          | -           | -           | 66,822        |
| Utilities       12,631       58,313       14,750       85,694       6,331       -       92,02         Workforce program       9,969       1,321       2,255       13,545       89       -       13,63  |                           | 1,380        | 2,046          | 1,023      | 4,449           | 512         | 512         | 5,473         |
| Workforce program 9,969 1,321 2,255 13,545 89 - 13,63  |                           | =            | -              | -          | -               | 1,028       | 65          | 1,093         |
| Workforce program 9,969 1,321 2,255 13,545 89 - 13,63  |                           | 12,631       | 58,313         | 14,750     | 85,694          |             | -           | 92,025        |
| Total functional expenses \$ 258.647 \$ 1.274.043 \$ 175.022 \$ 1.707.712 \$ 261.030 \$ 279.455 \$ 2.247.70  | Workforce program         | 9,969        | 1,321          | 2,255      | 13,545          | 89          | -           | 13,634        |
|  | Total functional expenses | \$ 258 647   | \$ 1274.043    | \$ 175,022 | \$ 1707 712     | \$ 261.030  | \$ 270 155  | \$ 2,247,797  |

#### The Westminster Rescue Mission, Inc. Statement of Functional Expenses For the Year Ended August 31, 2020

|                           | Program Services |      |                              | Supporting Services |      |             |    |                    |     |           |                         |
|---------------------------|------------------|------|------------------------------|---------------------|------|-------------|----|--------------------|-----|-----------|-------------------------|
|                           | Thrift Sto       | re   | Residential & Rehabilatation | <br>Food            | Tota | al Programs |    | agement<br>General | Fur | ndraising | al Program<br>d Support |
| Auto expense              | \$ 5,17          | 2 \$ | 2,442                        | \$<br>10,750        | \$   | 18,364      | \$ | -                  | \$  | -         | \$<br>18,364            |
| CARF expenses             |                  | -    | 2,117                        | -                   |      | 2,117       |    | -                  |     | -         | 2,117                   |
| Client expenses           |                  | -    | 15,068                       | -                   |      | 15,068      |    | -                  |     | -         | 15,068                  |
| Clinical expenses         |                  | -    | 12,394                       | -                   |      | 12,394      |    | -                  |     | -         | 12,394                  |
| Compensation              | 91,54            | 3    | 818,933                      | 73,665              |      | 984,141     |    | 74,429             |     | 35,769    | 1,094,339               |
| Depreciation expense      | 3,24             | 3    | 104,483                      | 11,484              |      | 119,210     |    | 3,664              |     | -         | 122,874                 |
| Employee benefits         |                  | -    | 11,580                       | -                   |      | 11,580      |    | 2,848              |     | 940       | 15,368                  |
| Fundraising               |                  | -    | -                            | -                   |      | -           |    | -                  |     | 78,833    | 78,833                  |
| Human resources           |                  | -    | -                            | -                   |      | -           |    | 4,714              |     | -         | 4,714                   |
| Information technology    |                  | 8    | 13,394                       | 880                 |      | 14,282      |    | 10,243             |     | 5,361     | 29,886                  |
| Insurance                 | 9,73             | 4    | 46,602                       | 9,301               |      | 65,637      |    | 12,613             |     | 5,475     | 83,725                  |
| Licenses and permits      |                  | -    | 1,285                        | 75                  |      | 1,360       |    | -                  |     | -         | 1,360                   |
| Maintenance and repairs   | 12,00            | 3    | 70,096                       | 10,410              |      | 92,509      |    | 11,393             |     | -         | 103,902                 |
| Marketing                 | $\epsilon$       | 1    | -                            | -                   |      | 61          |    | 6,120              |     | -         | 6,181                   |
| Office expense            | 1,85             | 8    | 6,117                        | 143                 |      | 8,118       |    | 21,811             |     | 243       | 30,172                  |
| Payroll taxes             | 7,66             | 5    | 64,300                       | 6,094               |      | 78,059      |    | 5,255              |     | 2,884     | 86,198                  |
| Professional fees         |                  | -    | -                            | -                   |      | -           |    | 16,650             |     | -         | 16,650                  |
| Security                  | 42               | 9    | 675                          | 18                  |      | 1,122       |    | 1,792              |     | -         | 2,914                   |
| Supplies                  | 33               | 4    | 14,093                       | 359                 |      | 14,786      |    | 2,629              |     | -         | 17,415                  |
| Telephone                 | 1,50             | 0    | 8,401                        | 1,748               |      | 11,649      |    | 466                |     | 187       | 12,302                  |
| Thrift stores merchandise | 75,28            | 0    | -                            | -                   |      | 75,280      |    | -                  |     | -         | 75,280                  |
| Utilities                 | 3,34             | 5    | 56,422                       | 16,874              |      | 76,641      |    | 9,607              |     | -         | 86,248                  |
| Workforce programs        | 10,50            | 8    |                              | <br>8,530           |      | 19,038      |    |                    |     |           | 19,038                  |
| Total functional expenses | \$ 222,68        | 3 \$ | 1,248,402                    | \$<br>150,331       | \$   | 1,621,416   | \$ | 184,234            | \$  | 129,692   | \$<br>1,935,342         |

|  | 2021            | <br>2020      |
|--|-----------------|---------------|
| Operating activities   |                 |               |
| Increase in net assets   | \$<br>(170,789) | \$<br>203,403 |
| Adjustments to reconcile increase in net assets                        |                 |               |
| to net cash used in operating activities:                              |                 |               |
| Depreciation   | 156,743         | 122,874       |
| In-kind donation of capitalized assets                                 | (40,035)        | (17,758)      |
| (Gain) loss on asset disposal  | 1,393           | -             |
| (Gain) loss on sale of investment                                      | (704)           | (631)         |
| Unrealized (gain) loss on investments                                  | 10,383          | (3,572)       |
| (Increase) decrease in accounts receivable                             | (42,352)        | (70,166)      |
| (Increase) decrease in grants receivable                               | (160,969)       | 4,238         |
| (Increase) decrease in prepaid expenses                                | 4,861           | 18,655        |
| Increase (decrease) in accounts payable                                | (44,324)        | 47,622        |
| Increase (decrease) in accrued leave                                   | (11,536)        | 26,987        |
| Increase (decrease) in accrued interest                                | 4,813           | -             |
| Increase (decrease) in payroll liabilities                             | 15,753          | 17,746        |
| Increase (decrease) in Medicaid payable                                | 305,461         | -             |
| Increase (decrease) in deferred revenue                                | (12,408)        | 20,417        |
| Increase (decrease) in advanced revenue                                | 46,620          | 189,735       |
| Contributions restricted for long term purposes                        | (214,636)       | (125,288)     |
| Net cash provided by (used in) operating activities                    | (151,726)       | 434,262       |
| Investing activities   |                 |               |
| Purchase of equipment and improvements                                 | (260,250)       | (844,649)     |
| Proceeds on dispoals of equipment                                      | 3,500           | -             |
| Purchase of investments  | (13,537)        | (12,782)      |
| Transfer (to) from designated accounts                                 | (17,981)        | 203,493       |
| Net cash provided by (used in) investing activities                    | (288,268)       | (653,938)     |
| Financing activities   |                 |               |
| Collections of contributions restricted for long term purposes         | 214,636         | 125,288       |
| Proceeds from note payable   | _               | 150,000       |
| Net cash provided by (used in) financing activities                    | 214,636         | 275,288       |
| Net increase (decrease) in cash  | (225,358)       | 55,612        |
| Cash at beginning of year  | 362,280         | 306,668       |
| Cash at end of year  | \$<br>136,922   | \$<br>362,280 |
| Supplemental disclosures:  |                 |               |
| Nancash investing and financing:                                       |                 |               |
| Noncash investing and financing:  Contribution of donated fixed assets | \$<br>40,035    | \$<br>17,758  |
|  |                 |               |

#### **Note A - Nature of Organization**

The Westminster Rescue Mission is a community that provides clinical, physical, and spiritual resources to heal the addicted and feed the hungry. We take a holistic approach with Christ as the foundation of our work. The Mission is a 501(c)(3) non-profit organization with three key lines of service: the Addiction Healing Center (AHC), the Mission Food Program, and the Mission Marketplace. Although these are distinct services, they are also inter-related and work closely with one another to serve individuals with a wide spectrum of needs. Respecting each individual, honoring their choices, and meeting them where they are to best support them, is a key goal for the Rescue Mission. Specifically, the Addiction Healing Center provides a long-term, residential, 58-bed addiction treatment program for men and women. Located in Carroll County, MD, the program provides a CARF-accredited, ASAM 3.1 level of care, as well as step-down care in transitional housing. The AHC is committed to persistently improving client outcomes and helping individuals overcome barriers to long-term recovery and to become productive members of society. Adopting a client-centered model of care which approaches treatment from a variety of health perspectives mental, emotional, physical, and spiritual – while also providing practical support to assist clients in transitioning to an improved quality of life when they assimilate back into the community, is a hallmark of AHC's program. With a care team of licensed clinicians, nursing, and peer recovery staff and counselors, clients benefit from a variety of perspectives, professional expertise, and supports.

The Mission also compassionately serves people in need in Carroll County, Maryland with food and clothing distributions. The Mission Store is a retail operation on the property, selling used clothing, housewares and furniture to the general public and is inventoried by donations from the public.

As a partner with the Maryland Food Bank, the Mission participates in the Feeding America program and other food source networks intended to gather surplus food from stores and restaurants in the Carroll County region and redistribute it to individuals and families in need. The Mission operates an on-site pantry and also distributes food to other providers including senior centers, in-school programs, homeless shelters, soup kitchens, food pantries and various community outreach events which represents more than 1000 unique families each year and on average 850 families each month. During the years ended August 31, 2021 and 2020, over 705,000 pounds and 720,000 pounds, respectively, of surplus food was collected from nearly 50 local stores and restaurants and re-distributed to people in need in Carroll County, including the Mission kitchen to feed the men and women in the residential recovery program.

#### Note B - Summary of Significant Accounting Policies

#### Basis of Accounting

The financial statements are presented in accordance with accounting principles generally accepted in the United States of America on an accrual basis. Consequently, revenues are recognized when earned, and expenses are recognized when incurred.

#### Accounts Receivable

Accounts receivable consist primarily of fees due from program services, are shown at face value and are non-interest bearing. Management feels all receivables are collectible therefore an allowance for doubtful accounts is not deemed necessary.

#### Grants Receivable

Grants receivable are recognized as support when the promise is received and recorded at net realizable value. The Mission expects all grants receivable to be collected, accordingly, no allowance for doubtful accounts is required. All grants receivable are due in less than one year.

#### **Net Asset Classification**

The financial statements of WRM have been prepared in accordance with accounting principles generally accepted in the United States of America. In accordance with ASU 2016-14, WRM is required to report net assets according to the following:

**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 organization. These net assets may be used at the discretion of WRM's management and board of directors.

**Net assets with donor restrictions:** Net assets subject to stipulations imposed by donors, and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of WRM or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statements of activities.

#### Note B - Summary of Significant Accounting Policies - continued

#### Use of Estimates

The preparation of the financial statements in conformity with generally accepted accounting principles includes the use of estimates that affect the financial statements. Actual results could differ from these estimates.

#### **Property and Equipment**

All acquisitions of property and equipment in excess of \$1,000 and all expenditures for repairs, maintenance and betterments that materially prolong the useful lives of assets are capitalized. Property and equipment are stated at cost, or, if donated, at fair market value at the date of donation. Depreciation is provided over the estimated useful lives of the assets using the straight-line method.

#### Contributions, Donated Materials and Services

Contributions are recorded when received. All contributions are available for unrestricted use unless specifically restricted by the donor.

Donated materials, consisting of used clothing, furniture, household goods, etc. are received by the Mission and processed for sale in its thrift store or sold as scrap. In accordance with accounting principles generally accepted in the United States of America the value of the materials donated is recorded as in-kind donations based on subsequent sales values. When the items are sold, revenue and program expense are recorded.

Donated services that meet the criteria for recognition as contributed services are recorded as in-kind donations and expensed or capitalized as an asset. Donated services that do not meet the criteria for recognition are not reflected in the financial statements.

Contributed property and equipment is recorded at fair value at the date of donation. If donors stipulate how long the assets must be used, the contributions are recorded as restricted support. In the absence of such stipulations, contributions of property and equipment are recorded as unrestricted support.

#### Investments

Investments are recorded at fair market value. Unrealized gains and losses from the fluctuation of market value and realized gains and losses from the sale of investments are reflected in the statements of activities.

#### Note B - Summary of Significant Accounting Policies - continued

#### Fair Value Measurements

Generally accepted accounting principles provide a framework for measuring fair value. That framework provides a hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. Assets and liabilities that are required to be recorded at fair value in the statement of financial position are categorized based on the inputs to valuation techniques as follows:

Level 1. These are assets and liabilities where values are based on unadjusted quoted prices for identical assets in an active market that the Mission has the ability to access.

Level 2. These are assets and liabilities where values are based on the following inputs:

- Quoted prices for similar assets or liabilities in active markets.
- Quoted prices for identical or similar assets or liabilities in inactive markets.
- Inputs other than quoted prices those are observable for the asset or liability.
- Inputs which are derived principally from or corroborated by observable market data by correlation or other means.

Level 3. These are assets and liabilities where inputs to the valuation methodology are unobservable and significant to the fair value measurement.

As of August 31, 2021 and 2020 investments were all considered level 1.

#### Functional Expenses

Expenses are charged directly to program, management and general, or fundraising categories based on specific identification where feasible. Management and general expenses include those expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of the Mission.

#### Income Taxes

The Mission, a non-profit organization under Section 501(c)(3) of the Internal Revenue Code, is exempt from federal and state income taxes and accordingly, no provision for income taxes is included in the financial statements.

The income tax returns of the Mission are subject to examination by the taxing authorities, generally for three years after they are filed.

#### Note C – Designated Cash

Designated cash is maintained in separate bank accounts and consists of the following at August 31:

| _  | <br>2021      | <br>2020      |
|--|---------------|---------------|
| Program support                          | \$<br>48,387  | \$<br>33,258  |
| Client expenses and special projects     | 124,159       | 56,625        |
| Future campaign for capital improvements |               |               |
| and staff compensation funding           | 31,767        | <br>96,449    |
| ·  | \$<br>204,313 | \$<br>186,332 |

These amounts are not considered cash for the purposes of the Statements of Cash Flows.

#### Note D. Investments

Investments at fair value and cost at August 31 were as follows:

|  |            |          | 2021             |                        |
|--|------------|----------|------------------|------------------------|
| •  | Short-term | Lo       | ong-term         | Total                  |
| Cash and sweep balances                              | \$ 161,306 | \$       | -                | \$<br>161,306          |
| U S Treasury notes (level 1)                         | 125,854    |          | 359,210          | <br>485,064            |
| , ,  | \$ 287,160 | \$       | 359,210          | \$<br>646,370          |
| •  |            |          |                  |                        |
|  |            |          |                  |                        |
|  |            |          | 2020             |                        |
|  | Short-term | Lo       | 2020<br>ong-term | <br>Total              |
| Cash and sweep balances                              |            | Lo<br>\$ |                  | \$<br>Total<br>147,540 |
| Cash and sweep balances U S Treasury notes (level 1) |            |          |                  | \$<br>                 |
| •  | \$ 147,540 |          | ong-term<br>-    | \$<br>147,540          |

Investment income related to this account for the years ended August 31, is comprised of:

|   | 2021         | 2020         |
|---|--------------|--------------|
| Interest, dividends and other investment income | \$<br>13,537 | \$<br>12,782 |
| Unrealized gain (loss) on investments           | (10,383)     | 3,572        |
| Realized gain (loss) on sale of investments     | 704          | 631          |
| , ,   | \$<br>3,858  | \$<br>16,985 |

#### Note E - Direct Mail

The Mission uses a third party to generate direct mail to contributors. For the years ended August 31, 2021 and 2020, direct mail fees paid totaled \$53,305 and \$58,516, respectively. Contributions received for the years ended August 31, 2021 and 2020, related to these fees, totaled \$142,875 and \$115,353 respectively.

#### Note F - Net Assets with Donor Restrictions

Donor restricted net assets are available for the following:

|                    | 2021 |        | 2020          |
|--------------------|------|--------|---------------|
| Program support    | \$   | 15,826 | \$<br>125,288 |
| Salaries           |      | 47,754 | -             |
| Facility expansion |      | 14,656 | -             |
| Client expenses    |      | 2,774  | 5,225_        |
| •                  | \$   | 81,010 | \$<br>130,513 |

#### **Note G – Related Party Transactions**

Members of the Board of Directors gave contributions totaling \$97,677 and \$50,627, respectively, to the Mission during the years ended August 31, 2021 and 2020.

The total support of grants and contributions received from organizations affiliated with the Board of Directors and directly from the Board of Directors was approximately 8.6% and 4.3% of total unrestricted support and revenues for the years ended August 31, 2021 and 2020, respectively.

#### Note H – Concentration of Risk

Financial instruments that potentially subject the Mission to concentration of credit risk consist primarily of cash and investments. The Mission holds all of its cash with one financial institution and all of its investments with another financial institution. These balances at times may exceed FDIC and SIPC limits. As of August 31, 2021 and 2020 the cash balances in excess of the FDIC limit was \$160,488 and \$309,206, respectively, were in excess of FDIC limits.

A substantial amount of grants and contributions were received from various Board members and organizations affiliated with three of the members as disclosed in Note G.

#### Note I – Availability and Liquidity

The following represents the Organization's financial assets at August 31, 2021 and 2020:

|   | 2021          | 2020 |           |  |
|---|---------------|------|-----------|--|
| Financial assets at year-end:   |               |      |           |  |
| Cash  | \$<br>136,922 | \$   | 362,280   |  |
| Accounts receivable   | 136,246       |      | 93,894    |  |
| Grants receivable   | 160,969       |      | -         |  |
| Designated cash   | <br>204,313   |      | 186,332   |  |
| -   | <br>638,450   |      | 642,506   |  |
| Less those unavailable for general expenditures within one year:        |               |      |           |  |
| Restricted funds  | <br>(81,010)  |      | (130,513) |  |
| Financial assets available to meet general expenditures within one year | \$<br>557,440 | \$   | 511,993   |  |

The Organization manages its cash available to meet general expenditures by operating within a prudent range of financial soundness and stability. The board and financial committee meet regularly to review the operations of the Organization.

#### Note J - PPP Loan and COVID - 19

On May 4, 2020 the Mission entered into a loan with ACNB Bank as the lender for \$192,400 pursuant to the Paycheck Protection Program under the Coronavirus Aid, Relief, and Economic Security Act. The Mission was eligible for loan forgiveness, which was received on February 18, 2021, and as such elected to follow ASC Topic 958-605 and recognized the funds as a contribution in the year the expenses were incurred, year ending August 31, 2020.

#### Note K – Note Payable

On July 6, 2020 the Mission entered into an agreement with the Small Business Administration (SBA) for an Economic Injury Disaster Loan (EIDL) in the amount of \$150,000. The terms of the loan include principal and interest payments of \$641 monthly, beginning thirty months from the date of the note. The note will be payable over 30 years from the date of the note. The interest rate will be 2.75%, collateralized by all tangible and intangible property owned by the Mission. Interest will accrue during the deferment.

#### Note K - Note Payable - continued

The five year maturity of the note is as follows:

| Year ending 8/31 |            |
|------------------|------------|
| 2022             | \$ -       |
| 2023             | 1,933      |
| 2024             | 3,387      |
| 2025             | 3,481      |
| 2026             | 3,578      |
| Thereafter       | 137,621    |
|                  | \$ 150,000 |

#### Note L – Subsequent Events

The Mission has evaluated subsequent events through May 10, 2022, the date which the financial statements were available to be issued.