

**LIVE UNITED**



UNITED WAY OF  
MISSOULA COUNTY

AUDITED FINANCIAL STATEMENTS  
For The Years Ended  
December 31, 2019 and 2018

## TABLE OF CONTENTS

	<u>Page(s)</u>
Independent Auditor's Report .....	1 and 2
Financial Statements	
Statements of Financial Position .....	3
Statements of Activities .....	4
Statements of Functional Expenses .....	5 and 6
Statements of Cash Flows .....	7 and 8
Notes to the Financial Statements .....	9 to 24
Supplemental Information	
Schedule of 2019 Campaign Revenue .....	25

## INDEPENDENT AUDITOR'S REPORT

The Board of Directors of  
United Way of Missoula County  
Missoula, Montana

### **Report on the Financial Statements**

We have audited the accompanying financial statements of United Way of Missoula County, a nonprofit organization, which comprise the statement of financial position as of December 31, 2019, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. 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.

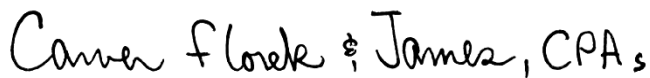
**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of United Way of Missoula County as of December 31, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matter**

The financial statements of United Way of Missoula County for the year ended December 31, 2018, were audited by another auditor who expressed an unmodified opinion on those statements on September 11, 2019.

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying Schedule of 2019 Campaign Revenue on page 25 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.



Carver Florek & James, CPA's  
Missoula, Montana  
November 12, 2020

## **FINANCIAL STATEMENTS**

UNITED WAY OF MISSOULA COUNTY

STATEMENTS OF FINANCIAL POSITION

As of December 31, 2019 and 2018

	<u>2019</u>	<u>2018</u>
ASSETS		
Cash and cash equivalents	\$ 184,989	\$ 195,515
Accounts receivable	-	10,805
Contributions receivable, net	160,396	197,124
Prepaid expenses	4,451	19,885
Funds held in trust	12,146	23,299
Investments	488,834	345,896
Property and equipment, net	381,275	359,480
Endowment investments	<u>545,272</u>	<u>539,710</u>
Total Assets	<u>\$ 1,777,363</u>	<u>\$ 1,691,714</u>
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts payable	\$ 17,880	\$ 18,790
Accrued payroll and payroll taxes	4,398	936
Designations to agencies	-	729
Funds held in trust liability	5,457	14,707
Compensated absences	11,192	12,365
Deferred Revenue	79,392	-
Mortgage payable	<u>204,494</u>	<u>318,875</u>
Total Liabilities	<u>322,813</u>	<u>366,402</u>
NET ASSETS		
Without donor restrictions	617,224	391,647
With donor restrictions	<u>837,326</u>	<u>933,665</u>
Total Net Assets	<u>1,454,550</u>	<u>1,325,312</u>
Total Liabilities and Net Assets	<u>\$ 1,777,363</u>	<u>\$ 1,691,714</u>

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

UNITED WAY OF MISSOULA COUNTY

STATEMENTS OF ACTIVITIES  
For the Year Ended December 31, 2019 and 2018

	2019	2018
NET ASSETS WITHOUT DONOR RESTRICTIONS		
REVENUE AND SUPPORT		
Contributions	\$ 526,873	\$ 417,267
Investment income/(loss), net	148,759	(44,554)
Grant income	101,108	34,500
Sponsorship income	30,107	19,428
Administrative fee income	-	502
Other income	487	3,848
Net assets released from restrictions	314,918	331,021
TOTAL REVENUE AND SUPPORT	1,122,252	762,012
EXPENSES		
Program services	637,112	605,698
Management and general	162,226	146,385
Fundraising	97,337	87,829
TOTAL EXPENSES	896,675	839,912
CHANGE IN NET ASSETS WITHOUT DONOR RESTRICTIONS	225,577	(77,900)
NET ASSETS WITH DONOR RESTRICTIONS		
Contributions	213,017	321,646
Endowment contributions	5,562	7,003
Net assets released from restrictions	(314,918)	(331,021)
CHANGE IN NET ASSETS WITH DONOR RESTRICTIONS	(96,339)	(2,372)
CHANGE IN TOTAL NET ASSETS	129,238	(80,272)
NET ASSETS, beginning of year	1,325,312	1,405,584
NET ASSETS, end of year	\$ 1,454,550	\$ 1,325,312

The accompanying notes are an integral part of this financial statement.

UNITED WAY OF MISSOULA COUNTY  
STATEMENT OF FUNCTIONAL EXPENSES  
For the Year Ended December 31, 2019

Expense Description	Program Services	Management & General	Fund- Raising	TOTAL
Community grants	\$ 155,978	\$ -	\$ -	\$ 155,978
Special project payments	67,793	-	-	67,793
Uncollectible contributions receivable	24,000	-	-	24,000
Salaries and wages	211,821	88,259	52,955	353,035
Payroll taxes and workers compensation	20,566	8,569	5,142	34,277
Health insurance, retirement, and HSA	27,835	11,598	6,959	46,392
Marketing	43,509	18,129	10,877	72,515
Occupancy	14,834	6,181	3,709	24,724
Office costs	15,707	6,545	3,927	26,179
Professional fees	17,551	7,313	4,388	29,252
Equipment rental and maintenance	2,083	868	521	3,472
United Way Worldwide	5,035	2,098	1,259	8,392
Travel and training	14,962	6,234	3,740	24,936
Insurance	1,586	661	397	2,644
Depreciation	6,646	2,769	1,662	11,077
Interest	7,206	3,002	1,801	12,009
TOTAL EXPENSES	\$ <u>637,112</u>	\$ <u>162,226</u>	\$ <u>97,337</u>	\$ <u>896,675</u>
	71.05%	18.09%	10.86%	100.00%

The accompanying notes are an integral part of this financial statement.



UNITED WAY OF MISSOULA COUNTY  
STATEMENT OF FUNCTIONAL EXPENSES  
For the Year Ended December 31, 2018

Expense Description	Program Services	Management & General	Fund- Raising	TOTAL
Community grants	\$ 156,373	\$ -	\$ -	\$ 156,373
Special project payments	74,004	-	-	74,004
Uncollectible contributions receivable	24,000	-	-	24,000
Salaries and wages	184,826	77,011	46,206	308,043
Payroll taxes and workers compensation	18,149	7,563	4,538	30,250
Health insurance, retirement, and HSA	26,318	10,966	6,579	43,863
Marketing	33,583	13,993	8,396	55,972
Occupancy	12,982	5,409	3,245	21,636
Office costs	16,658	6,941	4,165	27,764
Professional fees	17,403	7,251	4,351	29,005
Write off grant receivable	10,500	4,375	2,625	17,500
Equipment rental and maintenance	886	369	221	1,476
United Way Worldwide	5,410	2,254	1,352	9,016
Travel and training	6,964	2,902	1,741	11,607
Insurance	1,966	819	491	3,276
Depreciation	5,436	2,265	1,359	9,060
Interest	10,240	4,267	2,560	17,067
TOTAL EXPENSES	\$ <u>605,698</u>	\$ <u>146,385</u>	\$ <u>87,829</u>	\$ <u>839,912</u>
	72.11%	17.43%	10.46%	100.00%

The accompanying notes are an integral part of this financial statement.

UNITED WAY OF MISSOULA COUNTY  
STATEMENTS OF CASH FLOWS  
For the Years Ended December 31, 2019 and 2018

	2019	2018
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash received from/for:		
Contributions	\$ 768,985	\$ 777,972
Grants and sponsors	210,607	53,928
Investments	259	15,056
Other activities	487	4,350
Cash paid for/to:		
Employees	(431,415)	(385,191)
Agency allocations	(224,500)	(248,388)
Vendors	(175,687)	(161,569)
Interest	(12,009)	(17,067)
Net Cash Flows from Operating Activities	136,727	39,091
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchases of investments	-	(5,000)
Purchase of capital assets	(32,872)	-
Net Cash Flows from Investing Activities	(32,872)	(5,000)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Principal paid on long-term debt	(114,381)	(9,324)
Net Cash Flows from Financing Activities	(114,381)	(9,324)
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS</b>	(10,526)	24,767
<b>CASH AND CASH EQUIVALENTS, Beginning of Year</b>	195,515	170,748
<b>CASH AND CASH EQUIVALENTS, End of Year</b>	\$ 184,989	\$ 195,515

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

UNITED WAY OF MISSOULA COUNTY

STATEMENTS OF CASH FLOWS, Continued  
For the Years Ended December 31, 2019 and 2018

	<u>2019</u>	<u>2018</u>
RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH FLOWS FROM OPERATING ACTIVITIES		
Change in Net Assets	\$ 129,238	\$ (80,272)
Adjustments to Reconcile Change in Net Assets to Net Cash Flows from Operating Activities		
Items Not Affecting Cash:		
Allowance for uncollectible pledges	8,060	(19,646)
Net realized and unrealized (gain) loss on investment	(148,500)	59,610
Depreciation	11,077	9,060
Changes in Operating Assets and Liabilities		
(Increase)/Decrease in:		
Accounts receivable	10,805	14,807
Contributions receivable	28,668	79,539
Prepaid expenses	15,434	(6,579)
Funds held in trust	11,153	2,723
Increase/(Decrease) in:		
Accounts payable	(910)	7,321
Accrued payroll and payroll taxes	3,462	(137)
Designations to agencies	(729)	(18,011)
Security deposits	-	(500)
Funds held in trust liability	(9,250)	(4,782)
Compensated absences	(1,173)	(2,898)
Deferred revenue	79,392	-
Deferred annuity payable	-	(1,144)
NET CASH FLOWS FROM OPERATING ACTIVITIES	<u>\$ 136,727</u>	<u>\$ 39,091</u>

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

## UNITED WAY OF MISSOULA COUNTY

### NOTES TO THE FINANCIAL STATEMENTS For the Years Ended December 31, 2019 and 2018

#### 1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

##### Organization

United Way of Missoula County (United Way), founded in 1931, is a nonprofit corporation under Internal Revenue Code 501(c)(3), located in Missoula, Montana. United Way builds a better community by improving lives and creating lasting changes in community conditions. The organization accomplishes this by bringing people together to identify problems and craft creative, lasting solutions across multiple sectors that improve outcomes in the areas of education, financial stability, and health.

Through broad-based, results-oriented collaborations with other nonprofits, donors, businesses, the University of Montana, local and county government, K-12 schools, the faith community and other diverse partners, United Way drives progress in implementing solutions to identified priorities in its three areas of focus. United Way also serves as a conduit for donors who desire a trusted, one-stop way to invest in high-quality programs that produce measurable results, ensuring that charitable dollars are spent wisely and well in the community. Current initiatives in which United Way plays a leadership role in terms of visioning, convening, leading, funding, staffing, and/or providing in-kind assistance include the following:

**EDUCATION:** Zero to Five Missoula (improving outcomes for families and kids ages 0-5, so that young kids get a strong start in life); Dolly Parton's Imagination Library (a book-gifting program that promotes kindergarten readiness); Graduation Matters Missoula (various initiatives advancing student success); and an annual school-supply drive.

**FINANCIAL STABILITY:** Reaching Home: Missoula's 10-Year Plan to End Homelessness. For its first five years, Reaching Home was housed at and staffed by United Way; in 2017, the program was transferred to the City of Missoula's Office of Housing and Community Programs, to provide the initiative with additional funding and other resources. United Way remains the plan's principal private-sector fundraiser and advocate, supporting key components of the plan not funded by the city and county.

**HEALTH:** 5-2-1-0 Let's Move! Missoula (preventing childhood obesity by encouraging increased physical activity and healthy eating) and Project Tomorrow Montana (preventing suicide) are two broad-based efforts operated collaboratively by United Way – which provides them with financial and in-kind support – and the Missoula City-County Health Department, which staffs the initiatives. In 2020, United Way envisions hiring a part-time Coordinator for Project Tomorrow, moving staffing from the health department to United Way.

UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(CONTINUED)**

Organization (continued)

**EMERGENCY AND DISASTER RELIEF:** United Way is also Missoula County's designated financial partner, serving as a repository for private donations to alleviate natural disasters, such as fire and floods. United Way receives, acknowledges and, with a panel of volunteer advisors, disburses donated funds to help families and organizations affected by natural disasters. A cornerstone of this effort is the Home Ignition Zone project, a reducing fire risk and property loss in the wildland-urban interface.

**OTHER IMPACT:** United Way also operates and staffs the Missoula Nonprofit Center, launched in 2019, which provides training, education, and networking opportunities to 100 members of Missoula's diverse nonprofit community. Membership in MNC includes access to Volunteer Missoula, a web-based platform that links people with volunteer opportunities at member nonprofit organizations.

In 2019, United Way also hosted its second University United Food Friday, an innovative partnership with Missoula Food Bank and the University of Montana, where 400 volunteers packed more than 100,000 servings of nonperishable meals for distribution through the food bank.

Annually, United Way also mobilizes more than 100 volunteers to complete hands-on service projects. In 2019, 130 volunteers completed 15 projects throughout Missoula.

In addition to the above activities, from time to time United Way provides funding to carefully screened and qualified nonprofit organizations in Missoula, Mineral, and Ravalli counties whose work aligns with and advances the goals of the above education, financial stability and health initiatives. Funding decisions are made collaboratively by United Way staff and board of directors. Funded programs comply with certain mutually agreed-upon conditions, spelled out in written memoranda of understanding, and results are evaluated by United Way, in order to ensure that donor dollars are invested wisely and well. United Way also supports numerous mission-aligned local nonprofits through purchasing tickets to their fundraising events.

Fourteen members serve on United Way's board of directors, providing oversight and guidance to the CEO, and ensuring high standards of financial and programmatic excellence.

As a member in good standing of United Way Worldwide, the world's largest privately supported nonprofit organization, United Way of Missoula County annually must demonstrate compliance with rigorous standards in the areas of fiscal oversight, governance, management, fundraising, recordkeeping, and donor stewardship.

UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(CONTINUED)**

Organization (continued)

United Way's board of directors also includes several committees. The Administrative Committee ensures careful stewardship of financial resources, including oversight of the organization's permanent endowment. The Community Impact Committee, which also includes non-board members, supports United Way's community-building work by identifying and developing strategies (including grant funding) to address Missoula County's most pressing needs in the areas of education, financial stability, and health. This committee, with staff, also evaluates the results and impact of supported activities.

The Audit Committee ensures sound financial oversight by overseeing the annual audit process with an independent auditor and management. Comprising members with financial expertise, the committee selects, reviews, and evaluates the performance of independent auditors and staff members with audit responsibilities; reviews the annual financial statements (audit report, notes, schedules); provides an avenue of communication between independent auditors, management, and the board of directors; and oversees the integrity and adequacy of the financial accounting processes and internal controls.

The Development Committee designs and executes year-round marketing and fundraising efforts, with an emphasis on corporate and workplace campaigns, major gifts and planned giving.

United Way also administers The Fund for Ravalli County, an internally designated fund to benefit qualified nonprofit organizations serving Ravalli County.

Under the guidance of the board of directors, and via formal memoranda of understanding, United Way also serves as the fiscal sponsor of Missoula Youth Philanthropy Club, which educates and empowers the next generation of philanthropists.

Basis of Accounting

United Way's financial statements have been prepared on the accrual basis of accounting and are presented in accordance with accounting principles generally accepted in the United States of America (GAAP), as codified by the Financial Accounting Standards Board.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the United Way considers all highly liquid debt instruments purchased with an original maturity of three months or less to be cash equivalents. From time to time, certain bank accounts that are subject to coverage by the Federal Deposit Insurance Corporation (FDIC) may exceed their insured limits. At December 31, 2019 and 2018, the United Way's bank accounts were fully insured by the FDIC. Accordingly, the United Way does not believe it is exposed to any significant credit risk on its cash balances.

UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(CONTINUED)**

Accounts Receivable and Contributions Receivable

Accounts receivable represent amounts owed to the United Way for reimbursements of costs from the Combined Federal Campaign and other organizations and are stated at unpaid balances. All amounts are considered collectible by management. Therefore, no allowance was made for 2019 and 2018. Due to inherent uncertainties in estimated the allowance for uncollectible accounts; it is at least reasonably possible that this estimate could change in the near term. Accounts receivable are considered impaired if payments are not received in accordance with terms of agreements. It is the United Way's policy to write off accounts receivable when management determined they will not be collected. At December 31, 2019 and 2018, all receivables were current. Interest is not charged on accounts receivable.

Contributions receivable represent unconditional promises to give through written agreements to contribute cash or other assets to the United Way. These promises to give (pledges) are reported as contribution revenue and receivables even if the promise is legally unenforceable. Unconditional promises to give are reported at unpaid principal balances less an allowance account of \$65,093 and \$57,033 for December 31, 2019 and 2018, respectively. Management determines the allowance account based on historical collection percentages, an evaluation of individual contributions receivable, and consideration of economic conditions, among other factors. Due to inherent uncertainties in estimated the allowance for uncollectible accounts receivable, it is at least reasonably possible that this estimate could change in the near term.

Investments

Investments are reported at fair value using the market approach. Investments consist primarily of mutual funds. Increases or decreases in fair value are recognized in the current period as investment gains or losses. Investment income includes interest, dividends, and realized and unrealized gains and losses. The United Way's investment values are determined using either Level 1 inputs or Level 2 inputs. Level 1 inputs are quoted prices in active markets for identical assets as of the measurement date. Level 2 inputs are quoted priced in active markets for similar assets that are observable through the measurement date. Investments are classified as available-for-sale investments.

The United Way's investment in securities is exposed to various risks, such as interest rate, credit, and market risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such changes could materially affect the investment balances and the amounts reported in the financial statements.

UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

1. **ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(CONTINUED)**

Property and Equipment

Property and equipment are recorded at cost when purchased or at fair value if donated. Generally, repairs and maintenance are expensed as incurred and purchases and betterments with a useful life of three years or more (regardless of cost) are capitalized. Capitalized assets are depreciated on a straight-line basis over the estimated useful lives ranging from five to thirty nine years. Property and equipment is reported net of accumulated depreciation.

Compensated Absences

United Way's employees are entitled to paid time off depending on the length of employment, hours worked, and other factors after a thirty day probation period. Vacation leave earned ranges from 80 hours to 200 hours depending on the number of years of service. Vacation is paid out at the current employees' rate of pay upon termination. The United Way records an expense for vacation leave as it is paid.

Sick leave is accrued at up to 8 hours per month from the date of hire and may be carried over year to year. Sick leave is not paid out to the employee upon leaving the United Way.

Deferred Gift Annuity

The United Way was the recipient of a deferred gift annuity to their endowment and was recorded at fair market value. The annuity amount will be distributed to the donors in annual installments beginning November 2041. The present value of the future annuity payments is recorded as a liability using a discount rate of 4.6% and standard actuarial tables for remaining lives of donors and beneficiaries, with the difference recorded as contribution revenue. The changes in the fair market value of the gift annuity are recognized as changes in the value of the annuity agreement at year-end.

Deferred Revenue

Deferred revenue consists of cash advanced from grantors that had not yet been expended under the conditions of the grant.

Net Asset Classification

The net assets of the United Way are reported in the following categories:

Net assets are classified as *without donor restrictions* in the absence of donor imposed restrictions. This category includes those revenues and expense associated with generally unrestricted activities and with the United Way's primary exempt functions. The board has designated certain funds for reserves or use in future period totaling \$62,852 at December 31, 2019 and 2018, respectively.



UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(CONTINUED)**

Net Asset Classification (continued)

Net assets classified as *with donor restrictions* have donor-imposed restrictions that have not been met. Such restrictions may be met by the passage of time or use for a specific purpose, or the assets may be expected to be maintained in perpetuity.

Some donors specify certain recipient organizations for cash donations and promises to give. Because the United Way acts solely as an intermediary, such donations are excluded from the statement of activities and are reflected as custodial funds liability in the statement of financial position until the funds are distributed to the recipient organizations. The United Way assesses a fee on these funds to cover fund-raising costs, management and general costs, and an estimated uncollectible amount based on actual historical costs in accordance with United Way of America Membership Standards as outlined in their publication entitled *United Way of America Implementation Requirement for Membership Standard M (Cost Deduction for Designated Funds)*. Such fees are presented as administrative fee income in the statement of activities. Administrative fees totaled \$0 and \$502 for 2019 and 2018, respectively.

In-Kind Donations

The United Way seeks and receives volunteer efforts of community members to attain its goals and objections. Donated services meeting the criteria of GAAP for recognition are reported as donated services in the statement of activities with a corresponding expense recorded in program expenses. The value of donated services is determined by the donors at the usual fee they would receive for such services in the normal course of their profession. No amounts are recorded in the statement of activities for donated services for 2019 and 2018.

Expense Allocation and Functional Activities

The United Way allocates costs that can be identified specifically with a particular cost objective directly to the benefitting services. Joint costs are allocated to fundraising, management and general, and program activities on the basis of estimated time identifiable with such services.

*Program Services* consist of funds utilized for community building and community impact work, specifically those funds that help provide critical community resources in the areas of education, income, and health support. Such services include community grants, opportunity grants, emergency grants, mentoring, advocacy, volunteers, networking, supply drives, and other efforts.

UNITED WAY OF MISSOULA COUNTY  
NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**1. ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
(CONTINUED)**

Expense Allocation and Functional Activities (continued)

Functional activities are summarized as follows:

*Management and General* consist of funds that are used for administering the United Way and processing donor contributions.

*Fundraising* expenses are for activities and events designed to create public awareness and support for the United Way's programs; principally its grant making to education, income, and health programs in the community.

Marketing Expenses

The United Way expenses the costs of marketing as incurred. Marketing expenses totaled \$72,515 and \$55,972 in 2019 and 2018, respectively.

Estimates

The preparation of the financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenues, and expenses. Actual results could differ from those estimates.

Income Tax Status

The United Way is exempt from income taxes under the provisions of Section 501(c)(3) of the Internal Revenue Code. No provision for income taxes has been recorded in the financial statements because the United Way did not have any unrelated business income in 2019. With few exceptions, United Way's federal Return of Organization Exempt from Income Tax (Form 990) is not subject to examination for tax years prior to 2016.

**2. ADOPTION OF NEW ACCOUNTING STANDARD**

During the year ended December 31, 2019, United Way of Missoula County adopted ASU2014-09, *Revenue from Contracts with Customers* (Topic 606). Adoption of this accounting standard does not change prior reported amounts for net assets or changes in net assets.

UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**3. CONTRIBUTIONS RECEIVABLE**

The United Way's contributions receivable are due in less than one year and are reported on the statement of financial position at unpaid principal amounts, net of an allowance account. A summary is as follows:

	<u>2019</u>	<u>2018</u>
Contributions receivable	\$ 225,489	\$ 254,157
Allowance	<u>(65,093)</u>	<u>(57,033)</u>
Contributions receivable, net	<u>\$ 160,396</u>	<u>\$ 197,124</u>

**4. INVESTMENTS**

A framework for measuring fair value and defining fair value is provided by GAAP. Fair value is defined as the exchange price that would be received for an asset or paid to transfer a liability in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. GAAP requires that valuation techniques maximize the use of observable inputs and minimize the use of unobservable inputs. GAAP also established a fair value hierarchy prioritizing the valuation of inputs into three broad levels as described below:

Level 1 – unadjusted quoted prices in active markets that are accessible at the measurement date for identical assets or liabilities.

Level 2 – quoted prices in markets that are not considered to be active or financial instruments for which all significant inputs are observable, either directly or indirectly.

Level 3 – significant unobservable prices or inputs where there is little or no market activity for the asset or liability at the measurement date.

A financial instrument's level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. The United Way's policy for determining the timing of significant transfers between Level 1 and Level 2 is at the end of the reporting period.

Marketable equity securities are stated at fair value based on quoted market prices in active markets. Mutual funds are valued at the net asset value (NAV). The NAV is based on the value of the underlying assets owned, minus its liabilities, and then divided by the number of shares held at year-end. The NAV is quoted in an active market.

UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

4. INVESTMENTS (CONTINUED)

The cost and fair value of investments at December 31, 2019 was as follows:

	Cost or <u>Amortized Cost</u>	Net <u>Unrealized Gain (Loss)</u>	<u>Fair Value</u>
Money market	\$ 13,664	\$ -	\$ 13,664
LEVEL 1			
Mutual Funds			
Bond funds	203,316	(1,946)	201,370
Equity funds	<u>616,426</u>	<u>202,646</u>	<u>819,072</u>
Total	<u>819,742</u>	<u>200,700</u>	<u>1,020,442</u>
TOTAL INVESTMENTS	\$ <u>833,406</u>	\$ <u>200,700</u>	\$ <u>1,034,106</u>

Net investment income for the year ended December 31, 2019 was as follows:

Interest and dividends	\$ 30,779
Net realized and unrealized gains	128,011
Investment management fees	<u>(10,031)</u>
Net investment income	\$ <u>148,759</u>

The cost and fair value of investments at December 31, 2018 was as follows:

	Cost or <u>Amortized Cost</u>	Net <u>Unrealized Gain (Loss)</u>	<u>Fair Value</u>
Money market	\$ 11,178	\$ -	\$ 11,178
LEVEL 1			
Mutual Funds			
Bond funds	195,554	(6,571)	188,983
Equity funds	<u>601,732</u>	<u>83,713</u>	<u>685,445</u>
Total	<u>797,286</u>	<u>77,142</u>	<u>874,428</u>
TOTAL INVESTMENTS	\$ <u>808,464</u>	\$ <u>77,142</u>	\$ <u>885,606</u>

UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**4. INVESTMENTS (CONTINUED)**

Net investment income for the year ended December 31, 2018 was as follows:

Interest and dividends	\$ 40,514
Net realized and unrealized gains	(75,231)
Investment management fees	<u>(9,837)</u>
Net investment income	<u>\$ (44,554)</u>

**5. PROPERTY AND EQUIPMENT**

The United Way's property and equipment consisted of the following at December 31, 2019 and 2018:

	December 31, <u>2017</u>	<u>Additions</u>	December 31, <u>2018</u>
Land	\$ 72,000	\$ -	\$ 72,000
Furniture and equipment	35,948	-	35,948
Building	<u>344,316</u>	<u>-</u>	<u>344,316</u>
	452,264	-	452,264
Accumulated depreciation	<u>(83,724)</u>	<u>(9,060)</u>	<u>(92,784)</u>
Property and equipment, net	<u>\$ 368,540</u>	<u>\$ (9,060)</u>	<u>\$ 359,480</u>

	December 31, <u>2018</u>	<u>Additions</u>	December 31, <u>2019</u>
Land	\$ 72,000	\$ -	\$ 72,000
Furniture and equipment	35,948	11,482	47,430
Building	<u>344,316</u>	<u>21,390</u>	<u>365,706</u>
	452,264	32,872	485,136
Accumulated depreciation	<u>(92,784)</u>	<u>(11,077)</u>	<u>(103,861)</u>
Property and equipment, net	<u>\$ 359,480</u>	<u>\$ 21,795</u>	<u>\$ 381,275</u>

UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**6. LEASES**

The United Way leases certain office equipment under terms of an operating lease on a month-to-month basis. Rent is determined based on usage. Total rent expense paid under this lease was \$2,777 and \$1,476 in 2019 and 2018, respectively, which is expected to approximate future amounts.

**7. ENDOWMENT**

*Interpretation of Relevant Law*

The Board of Directors has interpreted the Montana Uniform Prudent Management of Institutional Funds Act (MUPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date absent explicit donor stipulations to the contrary. As a result of this interpretation, the United Way classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment from donors, (b) the original value of subsequent gifts to the permanent endowment from donors, and (c) any accumulations made to the permanent endowment made in accordance with the director of the applicable donor gift instrument at the time the accumulation is added to the fund. The remaining portion of the donor-restricted permanent endowment fund that is not classified as with donor restrictions is classified as without donor restrictions, until those amounts are appropriated for expenditure by the United Way in a manner consistent with the standard of prudence prescribed by MUPMIFA.

In accordance with MUPMIFA, the United Way considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

- The duration and preservation of the fund;
- The purposes of the fund and the donor-restricted endowment fund;
- General economic conditions;
- The possible effect of inflation or deflation;
- The expected total return from income and the appreciation of investments;
- Other resources of the fund;
- The investment policies of the fund

*Funds with Deficiencies*

From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor, board of directors, or MUPMIFA requires the United Way to retain as a fund of perpetual duration. In accordance with GAAP, deficiencies of this nature are required to be reported in net assets without donor restrictions. There were no funds with deficiencies in 2019 and 2018.

UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**7. ENDOWMENT (CONTINUED)**

*Return Objectives and Risk Parameters*

The United Way has adopted investment and spending policies for endowment assets that attempt to provide a predictable stream of funding to programs and activities supported by its endowment while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the United Way must hold in perpetuity or for a donor-specified period as well as board-designated endowment funds. Under this policy, as approved by the Board of Directors, the endowment assets are invested in a manner that is intended to produce results that exceed the price and yield of 5%. The United Way expects its endowment funds over time to provide a reasonable level of income to support the spending policy authorized by the Board of Directors and to grow equity assets. Actual returns in any given year may vary from this amount.

*Strategies Employed for Achieving Objectives*

To satisfy its long-term rate-of-return objectives, the United Way relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The United Way targets a diversified asset allocation including cash, cash equivalents, equity securities, and mutual funds to achieve its long-term return objectives within prudent risk constraints.

*Spending Policy and How the Investment Objectives Relate to Spending Policy*

The United Way's spending policy allows for an annual distribution up to 5% of the three-year average market value of the funds as calculated on 4 quarters ending December 31, not to exceed the average net earnings, growth, and income of the three-year period. The United Way expects its spending policy to allow the endowment to grow and to maintain the purchasing power of the endowment assets.

UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**7. ENDOWMENT (CONTINUED)**

Changes in the endowment net assets composition by fund type for the years ended December 31, 2019 and 2018 are as follows:

	<u>Without Donor</u> <u>Restrictions</u>	<u>With Donor</u> <u>Restrictions</u>	<u>Total</u>
Endowment Net Assets, January 1, 2018	\$ 407,509	\$ 532,707	\$ 940,216
Investment Return			
Investment Income	40,514	-	40,514
Net Depreciation (realized and unrealized)	<u>(82,324)</u>	<u>-</u>	<u>(82,324)</u>
Total Investment Return	(41,810)	-	(41,810)
Contributions	-	7,003	7,003
Withdrawal	(9,966)	-	
Appropriations for Expenditures and Fees	<u>(9,837)</u>	<u>-</u>	<u>(9,837)</u>
Endowment Net Assets, December 31, 2018	345,896	539,710	895,572
Investment Return			
Investment Income	30,779	-	30,779
Net Depreciation (realized and unrealized)	<u>122,190</u>	<u>-</u>	<u>122,190</u>
Total Investment Return	152,969	-	152,969
Contributions	-	5,562	5,562
Appropriations for Expenditures and Fees	<u>(10,031)</u>	<u>-</u>	<u>(10,031)</u>
Endowment Net Assets, December 31, 2019	<u>\$ 488,834</u>	<u>\$ 545,272</u>	<u>\$ 1,044,072</u>

**8. LINE OF CREDIT**

The United Way has line of credit from a financial institution that can be renewed annually. The line of credit was last renewed in November of 2018 with a maximum limit of \$100,000. The amount outstanding at December 31, 2019 and 2018 was \$0. The note is payable on demand. Interest is variable at the Wall Street Journal prime rate (4.75% and 5.5% at December 31, 2019 and 2018, respectively plus 1.0% point and is payable monthly. The line of credit is secured by the United Way's assets.



UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**9. MORTGAGE PAYABLE**

The United Way has a mortgage payable with an outstanding balance due of \$204,494 and \$318,875 at December 31, 2019 and 2018. The mortgage payable originated in June 2012 for \$375,000 and matures in August 2037. Interest is 5.0%. Repayment is in monthly principal and interest payments of \$2,199. Collateral is the United Way's office building.

Annual maturities at December 31, 2019 are as follows:

<u>Years Ending December 31,</u>	
2019	16,541
2020	17,388
2021	18,277
2022	19,212
2023	20,195
Thereafter	<u>112,881</u>
	<u>\$ 204,494</u>

**10. EMPLOYEE BENEFITS**

The United Way participates in a SIMPLE IRA retirement plan for employees who had completed one year of service and earned at least \$5,000 in compensation. The United Way contributed 3% for 2019 and 2018 of employee compensation. Employees may make elective deferrals up to the amount allowed by law. The United Way contributed \$5,623 and \$5,075 in 2019 and 2018, respectively.

The United Way provides health insurance for full time employees after thirty days of employment. Family coverage is available at the employee's expense. The United Way paid insurance premiums of \$35,934 and paid \$3,797 in health savings account fees for its employees in 2019. The United Way paid insurance premiums of \$34,903 and paid \$3,885 in health savings account fees for its employees in 2018.

**11. RELATED PARTIES**

The United Way is an affiliate of the United Way Worldwide, meeting high standards of accountability in the areas of financial reporting, governance, ethics, and operations. Membership dues attributed to United Way Worldwide totaled \$8,391 and \$9,016 in 2019 and 2018, respectively.

UNITED WAY OF MISSOULA COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
For the Years Ended December 31, 2019 and 2018

**12. NET ASSETS WITH DONOR RESTRICTIONS**

Net assets with donor restrictions at December 31, 2019 and 2018 consist of the following:

Promises to give - The United Way's promises to give are considered with donor restrictions until collected. As of December 31, 2019 and 2018, \$160,396 and \$197,124 represent promises to give, these amounts are included in net assets with donor restrictions.

Endowment Fund - The United Way's endowment fund contains net assets with donor restrictions at December 31, 2019 and 2018 of \$545,272 and \$539,710.

The United Way receives donor restricted contributions for specified purposes, unspent amounts at year end are carried forward to the next year and are considered net assets with donor restrictions. Changes in these donor restricted net assets for the years ended December 31, 2019 and 2018 are as follows:

	<u>Special Projects</u>			
	<u>Disaster Relief</u>	<u>KYSSmas for Kids</u>	<u>Diversion Funds</u>	<u>Building Funds</u>
Balance, January 1, 2018	\$ 160,955	\$ 500	\$ -	\$ -
Additions	25,897	35,020	-	50,000
Released	<u>(40,771)</u>	<u>(34,770)</u>	-	-
Balance, December 31, 2018	146,081	750	-	50,000
Additions	100	43,421	9,100	50,000
Released	<u>(25,036)</u>	<u>(42,758)</u>	-	<u>(100,000)</u>
Balance, December 31, 2019	<u>\$ 121,145</u>	<u>\$ 1,413</u>	<u>\$ 9,100</u>	<u>\$ -</u>

UNITED WAY OF MISSOULA COUNTY  
 NOTES TO THE FINANCIAL STATEMENTS  
 For the Years Ended December 31, 2019 and 2018

**13. LIQUIDITY AND AVAILABILITY OF RESOURCES.**

The following table presents the financial assets available for general expenditures within one year at December 31, 2019 and 2018:

	2019	2018
Financial assets at year-end		
Cash and cash equivalents	\$ 184,989	\$ 195,515
Accounts receivable	-	10,805
Contributions receivable	160,396	197,124
Investments	488,834	345,896
Endowment	545,272	539,710
Total financial assets	1,379,491	1,289,050
Less amounts not available to be used within one year		
Endowment	(545,272)	(539,710)
Fixed assets available to meet general expenditures within one year	\$ 834,219	\$ 749,340

As part of the United Way's liquidity management, it has a line of credit of \$100,000 (as discussed in Note 8) in the event of unanticipated liquidity need.

**14. SUBSEQUENT EVENTS**

On March 11, 2020, the World Health Organization declared the outbreak of a coronavirus (COVID-19) a pandemic and on March 12, 2020 the state of Montana declared a state of emergency related to the pandemic. As of the date of issuance of the financial statements the Corporation has not started to see adverse impacts of the COVID-19 pandemic and the future impact of the COVID-19 pandemic on the Corporation, cannot be reasonably estimated at this time.

In May of 2020, United Way received approximately \$92,000 from a Payroll Protection Program Loan through the U.S. Small Business Administration as part of CARES Act. Management believes that they have met compliance requirements of the loan and expect full loan balance to be forgiven.

Management has evaluated subsequent events through November 12, 2020 the date the financial statements were available for issue.

## **SUPPLEMENTAL INFORMATION**

UNITED WAY OF MISSOULA COUNTY  
 SCHEDULE OF 2019 CAMPAIGN REVENUE  
 For the Year Ended December 31, 2019

		1/1/2019 to 12/31/2019
<b>CAMPAIGN REVENUES</b>		
Undesignated Contributions	\$	632,534
Designated Contributions		7,610
Endowment Contributions		5,562
		<hr/>
Campaign Revenues, Gross	\$	<u>645,706</u>
 <b>DESIGNATIONS</b>		
Designated Contributions (from above)	\$	7,610
Designation Fees		-
		<hr/>
Designations, Net	\$	<u>7,610</u>
 Campaign Revenues, Net	 \$	 <u>645,706</u>

See Independent Auditor's Report