

*Financial Statements, Supplemental Information  
and Independent Auditor's Report*

# **Family Assessment Counseling and Education Services**

**(A California Nonprofit Corporation)**

*Years Ended December 31, 2011 and 2010*

*Report Date April 12, 2013*

**FAMILY ASSESSMENT COUNSELING AND EDUCATION SERVICES**  
*(A California Nonprofit Corporation)*

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# Hanzich & Company

## Certified Public Accountants

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### INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Family Assessment Counseling and  
Education Services

We have audited the accompanying statement of financial position of Family Assessment Counseling and Education Services (a California nonprofit corporation) as of December 31, 2011, and the related statements of activities, functional expenses and cash flows for the year then ended. These financial statements are the responsibility of the Organization's management. 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 audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Family Assessment Counseling and Education Services (a California nonprofit corporation) as of December 31, 2011, and the changes in its net deficit and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.



Handwritten signature of Hanzich & Company in cursive script.

HANZICH & COMPANY

April 12, 2013

**FAMILY ASSESSMENT AND COUNSELING EDUCATION SERVICES**  
*(A California Nonprofit Corporation)*

**Statement of Financial Position**  
**December 31, 2011**  
*(With Comparative Amounts for December 31, 2010)*

	2011	2010
<b>ASSETS</b>		
Cash and cash equivalents	\$ 2,799	\$ 3,339
Accounts receivable (Note 3)	15,035	28,637
Prepaid expenses and other assets	10,173	8,807
Property and equipment, net (Note 2 and 4)	1,943	4,444
Total assets	\$ 29,950	\$ 45,227
<b>LIABILITIES AND NET DEFICIT</b>		
<b>Liabilities</b>		
Accounts payable	\$ 4,477	\$ 3,301
Accrued salaries and other expenses	16,765	28,297
Revolving credit	1,400	5,701
Notes payable (Note 5)	8,577	17,246
Total liabilities	31,219	54,545
Commitments and contingencies (Notes 7)		
<b>Net deficit</b>		
Unrestricted net deficit	(1,269)	(9,318)
Total net deficit	(1,269)	(9,318)
Total liabilities and net deficit	\$ 29,950	\$ 45,227

See accompanying notes to financial statements.

**FAMILY ASSESSMENT COUNSELING AND EDUCATION SERVICES**  
*(A California Nonprofit Corporation)*

**Statement of Activities**  
**For the Year Ended December 31, 2011**  
*(With Comparative Amounts for the Year Ended December 31, 2010)*

	2011			2010
	Unrestricted	Temporarily Restricted	Total	Total
<b>Public Support, Revenues and Reclassifications</b>				
Public support				
Contracts and grants	\$ 85,574	\$ 49,420	\$ 134,994	\$ 209,736
Donated facilities and services	286	-	286	35
Contributions	18,288	-	18,288	9,839
Special events	2,801	-	2,801	4,570
Total public support	106,949	49,420	156,369	224,180
Net assets released from restrictions for satisfaction of program restrictions	49,420	(49,420)	-	-
	156,369	-	156,369	224,180
Revenue				
Client revenue	228,398	-	228,398	169,258
Rental income	-	-	-	1,400
Miscellaneous	2,059	-	2,059	322
	230,457	-	230,457	170,980
Total public support and revenues	386,826	-	386,826	395,160
<b>Expenses</b>				
Program services	318,392	-	318,392	319,586
Supporting services - management and general	60,385	-	60,385	75,325
Total expenses	378,777	-	378,777	394,911
Decrease in net deficit	8,049	-	8,049	249
Net deficit – beginning of year	(9,318)	-	(9,318)	(9,567)
Net deficit - end of year	\$ (1,269)	-	\$ (1,269)	\$ (9,318)

See accompanying notes to financial statements.

**FAMILY ASSESSMENT COUNSELING AND EDUCATION SERVICES**  
*(A California Nonprofit Corporation)*

**Statement of Functional Expenses**  
**For the Year Ended December 31, 2011**  
*(With Comparative Amounts for the Year Ended December 31, 2010)*

	2011			2010
	Program Services	Supporting Services	Total	Total
<b>Salaries and Related Expenses</b>				
Salaries and wages	\$ 139,344	\$ 47,034	\$ 186,378	\$ 195,071
Accounting	3,600	400	4,000	-
Advertising	623	-	623	268
Bank charges	3,297	366	3,663	1,055
Computer maintenance	1,124	125	1,249	617
Program expense	660	-	660	-
Event expense	800	89	889	3,057
In kind services	-	-	-	35
Insurance	8,072	897	8,969	10,171
Interest	981	109	1,090	2,338
License and permits	166	19	185	324
Miscellaneous	652	90	742	899
Office expense	15,024	1,669	16,693	12,743
Payroll processing	2,969	990	3,959	2,527
Printing	2,119	236	2,355	398
Rent	57,518	6,391	63,909	70,286
Repairs and maintenance	1,158	129	1,287	233
Taxes payroll and other	42,979	14,327	57,306	78,116
Telephone and utilities	18,099	2,010	20,109	10,045
Travel, conferences and dues	1,989	221	2,210	1,093
Allocation of management and general expenses	15,217	(15,217)	-	-
Total expenses before depreciation	316,391	59,885	376,276	389,276
Depreciation	2,001	500	2,501	5,635
<b>Total expenses</b>	<b>\$ 318,392</b>	<b>\$ 60,385</b>	<b>\$ 378,777</b>	<b>\$ 394,911</b>

See accompanying notes to financial statements.

**FAMILY ASSESSMENT COUNSELING AND EDUCATION SERVICES**  
*(A California Nonprofit Corporation)*

**Statement of Cash Flows**  
**For the Year Ended December 31, 2011**  
*(With Comparative Amounts for the Year Ended December 31, 2010)*

	2011	2010
<b>Cash Flows from Operating Activities</b>		
Decrease in net deficits	\$ 8,049	\$ 249
Adjustments to reconcile (increase) decrease in net deficits to net cash and cash equivalents provided by operating activities:		
Depreciation	2,501	5,635
Increase (decrease) in cash from changes in operating assets and liabilities:		
Accounts receivable	13,602	(11,325)
Prepaid expenses and deposits	(1,366)	(865)
Accounts payable	1,176	(1,856)
Accrued salaries and other expenses	(11,532)	22,479
<b>Net cash provided by operating activities</b>	<b>12,430</b>	<b>14,317</b>
<b>Cash Flows from Investing Activities</b>		
Write-down of Equipment Value	-	212
Capital expenditures for property and equipment	-	(538)
<b>Net cash (used) by investing activities</b>	<b>-</b>	<b>(326)</b>
<b>Cash Flows from Financing Activities</b>		
Net cash received or (paid) from/on revolving credit	(4,301)	(6,226)
Principal payments on note payable	(8,669)	(8,004)
<b>Net cash (used) by financing activities</b>	<b>(12,970)</b>	<b>(14,230)</b>
<b>Net Decrease in Cash and Cash Equivalents</b>	<b>(540)</b>	<b>(239 )</b>
<b>Cash and Cash Equivalents – beginning of year</b>	<b>3,339</b>	<b>3,578</b>
<b>Cash and Cash Equivalents – end of year</b>	<b>\$ 2,799</b>	<b>\$ 3,339</b>
<i>Supplemental disclosure of cash flow information:</i>		
Cash paid for interest	\$ 1,090	\$ 2,338

See accompanying notes to financial statements.

**FAMILY ASSESSMENT COUNSELING AND EDUCATION SERVICES**  
*(A California Nonprofit Corporation)*

**Notes to Financial Statements**  
**Year Ended December 31, 2011**

**1. Description of the Organization**

Family Assessment Counseling and Education Services (F.A.C.E.S.) (the "Organization") was founded in 1982 and provides counseling programs for children and families that are economically disadvantaged within the greater Orange County Area. The Organization receives a majority of its funding from county governmental agencies, public donations and program service fees.

The Organization is organized as a nonprofit, tax-exempt, charitable corporation under Section 501(c)(3) of the Internal Revenue Code and was formed pursuant to the general nonprofit corporation laws of the State of California.

**2. Summary of Significant Accounting Policies**

*Basis of Accounting*

The financial statements of the Organization have been prepared on the "accrual" basis of accounting in accordance with accounting principles generally accepted in the United States of America. Accordingly, revenues and gains are recognized when earned, and expenses and losses are recognized when incurred.

*Use of Estimates*

The preparation of the financial statements in conformity with generally accepted accounting principles accepted in the United States of America requires management to make estimates and assumptions that effect certain reported amounts and disclosures. Accordingly, actual amounts could differ from those estimates.

*Cash and Cash Equivalents*

The Organization considers highly liquid investment instruments purchased with a maturity of three months or less to be "cash equivalents." At year-end, cash and cash equivalents include demand deposit accounts, savings accounts, and certificates of deposit.

*Concentrations of Credit Risk*

Financial instruments that potentially subject the Organization to concentrations of credit risk consist principally of uninsured cash balances. At year-end, the Organization did not have cash balances in excess of the Federal Deposit Insurance Corporation ("FDIC") guaranteed limit of \$250,000.

See accompanying notes to financial statements



**FAMILY ASSESSMENT COUNSELING AND EDUCATION SERVICES**  
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**Notes to Financial Statements**  
**Year Ended December 31, 2011**

**2. Summary of Significant Accounting Policies (Continued)**

*Allowance for Doubtful Accounts*

An allowance for doubtful accounts has not been provided, as management has determined accounts receivable to be fully collectible.

*Property and Equipment*

The Organization capitalizes property and equipment over \$500. Lesser amounts are expensed. Purchased property and equipment is capitalized at cost. Donations of property and equipment are recorded as contributions at their estimated fair value. Such donations are reported as unrestricted contributions unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted contributions. Absent donor stipulations regarding how long those donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service. The Organization reclassifies temporarily restricted net assets to unrestricted net assets at that time. Property and equipment are depreciated using the straight-line method over estimated useful lives ranging from three to ten years.

Leasehold improvements are depreciated on the straight-line method over the lesser of the term of the related lease or estimated useful life, whichever is less.

*Impairment of Long-Lived Assets*

The Organization reviews long-lived assets for impairment when circumstances indicate the carrying amount of an asset may not be recoverable based on the undiscounted future cash flows of the asset. If the carrying amount of the asset is determined not to be recoverable, a write-down to fair value is recorded. Fair values are determined based on quoted market values, discounted cash flow, or external appraisals, as applicable. The Organization reviews long-lived assets for impairment at the individual asset or the asset group level for which the lowest level of independent cash flows can be identified.

*Website Development Costs*

The Organization expenses, as incurred, the costs of maintenance and minor enhancements to the features and functionality of its website.

**FAMILY ASSESSMENT COUNSELING AND EDUCATION SERVICES**  
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**Notes to Financial Statements**  
**Year Ended December 31, 2011**

**2. Summary of Significant Accounting Policies (Continued)**

*Promises to Give*

Contributions are recognized when the donor makes a promise to give to the organization that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

*Contract and Grant Revenue*

Revenue from various contracts and grants are considered temporarily restricted and are recognized when related services are performed.

*Public Support and Revenue*

Contributions received are recorded as unrestricted, temporarily restricted or permanently restricted net assets depending on the existence or nature of any donor restrictions. Conditional promises to give are recognized when the conditions on which they depend are substantially met. Unconditional promises to give are recognized as revenues in the period received and recognized as revenue at their fair values.

The Organization collects fees for services provided which are recognized as revenues in the period received.

*Contributed Services*

No amounts have been reflected in the financial statements for donated services. The Organization generally pays for services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization with program services and fund raising activities, but these services do not meet the criteria for recognition as contributed services. The Organization receives more than 500 volunteer hours per year.

**FAMILY ASSESSMENT COUNSELING AND EDUCATION SERVICES**  
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**Notes to Financial Statements**  
**Year Ended December 31, 2011**

**2. Summary of Significant Accounting Policies (Continued)**

*Functional Expenses*

The cost of providing services to the Organization has been summarized on a "functional" basis in the statement of functional expenses. Accordingly, certain costs have been allocated to the appropriate programs and services.

*Comparative Data*

The financial statements include prior-year, summarized, comparative information in total, but not by net-asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended December 31, 2010, from which the summarized information was derived.

*Income Taxes*

The Organization is exempt from federal income under Internal Revenue Code Section 501(c)(3), and from California franchise taxes under the California Revenue and Taxation Code. Accordingly, no provision for income taxes has been made.

**3. Accounts Receivable**

Accounts receivable consist of the following as of December 31, 2011:

Contracts and grants	\$ <u>15,035</u>
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**4. Property and Equipment**

Property and equipment consists of the following at December 31, 2011:

Leasehold improvements	\$ 22,102
Office equipment	14,210
Play equipment	<u>2,508</u>
	38,820
Less accumulated depreciation	<u>(36,877)</u>
Total	\$ <u>1,943</u>

Total depreciation expense charged to operations was \$2,501 for the year ended December 31, 2011.

**FAMILY ASSESSMENT COUNSELING AND EDUCATION SERVICES**  
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**Notes to Financial Statements**  
**Year Ended December 31, 2011**

**5. Notes Payable**

Notes payable consists of the following as of December 31, 2011:

Note payable to bank, non collateralized, payable in monthly installments of \$811.25 including interest at 8.0% per annum through November 2012.	<u>\$ 8,577</u>
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**6. Temporarily Restricted Net Assets**

The change to temporarily restricted net assets by program contract is summarized below:

Programs	Balance at December 31, 2010	Additions to Public Support	Net assets released from Restriction	Balance at December 31, 2011
Contracts and Grants	\$ -	\$ 49,420	\$ (49,420)	\$ -
	<u>\$ -</u>	<u>\$ 49,420</u>	<u>\$ (49,420)</u>	<u>\$ -</u>

Net assets were released from donor/grantor restrictions by incurring program expenses satisfying donor/grantor restriction totaling \$49,420.

**FAMILY ASSESSMENT COUNSELING AND EDUCATION SERVICES**  
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**Notes to Financial Statements**  
**Year Ended December 31, 2011**

**7. Commitments and Contingencies**

*Leases*

The Organization leases its facility under a non-cancelable operating leases expiring in various years through 2016, and is committed to minimum rental payments (exclusive of real estate taxes, maintenance, etc.) as follows:

Years Ending	Operating Lease (Offices)			Total
	Santa Ana	Placentia	Laguna Nigel	
2012	\$ 18,847	\$ 32,357	\$ 9,569	\$ 60,773
2013	7,980	23,112	-	31,092
2014	-	-	-	-
2015	-	-	-	-
2016	-	-	-	-
Total minimum lease payments	\$ <u>26,827</u>	\$ <u>55,469</u>	\$ <u>9,569</u>	\$ <u>91,865</u>

Rent expense charged to operations was \$63,909 for the year ended December 31, 2011.

*Litigation*

There is no existing or pending litigation involving the Organization as a defendant at this time.

**8. Subsequent Events**

The Organization's management has evaluated subsequent events through April 12, 2013, with no events requiring disclosure noted.