# HOUSING OPPORTUNITIES AND MAINTENANCE FOR THE ELDERLY, INC.

**FINANCIAL STATEMENTS** 

YEARS ENDED SEPTEMBER 30, 2015 AND 2014



# HOUSING OPPORTUNITIES AND MAINTENANCE FOR THE ELDERLY, INC. TABLE OF CONTENTS YEARS ENDED SEPTEMBER 30, 2015 AND 2014

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# **INDEPENDENT AUDITORS' REPORT**

Board of Directors Housing Opportunities and Maintenance for the Elderly, Inc. Chicago, Illinois

We have audited the accompanying financial statements of Housing Opportunities and Maintenance for the Elderly, Inc. (the Organization), which comprise the statements of financial position as of September 30, 2015 and 2014, 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 auditors' 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.



An independent member of Nexia International

Board of Directors Housing Opportunities and Maintenance for the Elderly, Inc.

# Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of September 30, 2015 and 2014, 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.

Clifton Larson Allen LLP

CliftonLarsonAllen LLP

Oak Brook, Illinois January 19, 2016

# HOUSING OPPORTUNITIES AND MAINTENANCE FOR THE ELDERLY, INC. STATEMENTS OF FINANCIAL POSITION SEPTEMBER 30, 2015 AND 2014

		2015	2014		
ASSETS					
CURRENT ASSETS					
Cash and Cash Equivalents	\$	390,160	\$	199,069	
Certificates of Deposit	Ψ	113,443	Ψ	113,395	
Accounts Receivable		160,460		140,048	
Prepaid Expenses		18,362		27,568	
Total Current Assets		682,425		480,080	
PROPERTY AND EQUIPMENT (NET)		3,307,477		3,137,273	
OTHER ASSETS					
Escrow Accounts		23,429		51,581	
Security Deposits		2,500		2,500	
Loan Fees, Net		9,740		10,054	
Total Other Assets		35,669		64,135	
				<u> </u>	
Total Assets	\$	4,025,571	\$	3,681,488	
LIABILITIES AND NET ASSETS					
CURRENT LIABILITIES					
Accounts Payable	\$	27,228	\$	35,726	
Current Portion of Long-Term Debt		8,250		8,250	
Accrued Expenses		61,576		59,744	
Deferred Revenue - Grants		3,200		3,200	
Total Current Liabilities		100,254		106,920	
LONG-TERM LIABILITIES					
Deferred Revenue - Grants, Long-Term		9,600		12,800	
Notes Payable, Net of Current Portion		2,767,041		2,775,291	
Total Long-Term Liabilities		2,776,641		2,788,091	
Total Liabilities		2,876,895		2,895,011	
NET ASSETS					
Unrestricted				070 007	
Board-Designated Building Reserve		288,903		273,867	
Board-Designated Special Projects Reserve		223,754		-	
Unrestricted, Undesignated		577,569		466,853	
Total Unrestricted		1,090,226		740,720	
Temporarily Restricted Total Net Assets		58,450		45,757	
I OLAI NEL ASSELS		1,148,676		786,477	
Total Liabilities and Net Assets	\$	4,025,571	\$	3,681,488	

# HOUSING OPPORTUNITIES AND MAINTENANCE FOR THE ELDERLY, INC. STATEMENTS OF ACTIVITIES YEARS ENDED SEPTEMBER 30, 2015 AND 2014

				2015				2014						
				emporarily					Temporarily					
	U	nrestricted	R	Restricted		Total		Unrestricted		Restricted		Total		
REVENUES AND OTHER SUPPORT														
Contributions	\$	326,292	\$	48,938	\$	375,230	\$	331,471	\$	-	\$	331,471		
Grants		252,500		105,000		357,500		375,010		75,250		450,260		
Bequests		238,281		-		238,281		53,695		-		53,695		
In-Kind Contributions		296,660		-		296,660		-		-		-		
Rent from Housing Facilities and														
Rental Subsidies		617,544		-		617,544		477,834		-		477,834		
Government Contracts		94,436		-		94,436		50,936		-		50,936		
Investment Income, including Loss														
from Joint Venture		(22,289)		-		(22,289)		(14,827)		-		(14,827)		
Special Event, Net of Costs of \$31,409 and														
\$16,824 in 2015 and 2014, Respectively		54,270		-		54,270		39,099		-		39,099		
Other Income		62,756		-		62,756		67,475		-		67,475		
Net Assets Released from Restrictions		141,245		(141,245)		-		37,693		(37,693)		-		
Total Revenues and Other Support		2,061,695		12,693		2,074,388		1,418,386		37,557		1,455,943		
EXPENSES														
Program Services		1,429,805		-		1,429,805		1,240,034		-		1,240,034		
Management and General		140,198		-		140,198		127,326		-		127,326		
Fundraising Expenses		142,186		-		142,186		171,442		-		171,442		
Total Expenses		1,712,189		-		1,712,189		1,538,802		-		1,538,802		
CHANGE IN NET ASSETS		349,506		12,693		362,199		(120,416)		37,557		(82,859)		
Net Assets - Beginning of Year		740,720		45,757		786,477		861,136		8,200		869,336		
NET ASSETS - END OF YEAR	\$	1,090,226	\$	58,450	\$	1,148,676	\$	740,720	\$	45,757	\$	786,477		

# HOUSING OPPORTUNITIES AND MAINTENANCE FOR THE ELDERLY, INC. STATEMENTS OF FUNCTIONAL EXPENSES YEARS ENDED SEPTEMBER 30, 2015 AND 2014

				20	15			2014							
			Ма	nagement				Management							
		rogram	am and		Fu	ndraising		Program		and		Fundraising			
	S	ervices	(	General	E	xpenses	 Total	;	Services		General		xpenses		Total
Employment Costs															
(Excluding Housing Facilities):															
Salaries	\$	286,396	\$	74,953	\$	90,665	\$ 452,014	\$	272,884	\$	73,980	\$	97,044	\$	443,908
Payroll Taxes		21,419		5,396		6,779	33,594		20,153		5,694		6,661		32,508
Other Benefits		8,365		535		3,730	12,630		7,310		561		4,301		12,172
Other		6,628		1,176		668	8,472		2,112		417		3,258		5,787
Salaries, Maintenance and															
Programs at Housing Facilities		748,233		-		-	748,233		606,097		-		-		606,097
Program Supplies		87,033		-		-	87,033		75,285		-		-		75,285
Depreciation Expense		140,322		-		-	140,322		144,122		-		-		144,122
Telephone		10,194		1,955		1,695	13,844		8,463		1,783		1,465		11,711
Maintenance		5,207		1,058		1,220	7,485		4,779		1,284		1,308		7,371
General and Administrative		13,984		12,378		9,643	36,005		7,844		10,734		15,755		34,333
Outside Services		715		31,243		184	32,142		658		20,578		2,194		23,430
Fundraising and Promotion		-		-		14,541	14,541		-		-		25,657		25,657
Transportation		39,519		209		271	39,999		36,750		172		345		37,267
Rent		20,735		4,124		4,784	29,643		18,543		4,610		5,000		28,153
Insurance		27,150		6,266		6,962	40,378		29,655		6,863		7,749		44,267
Utilities		4,456		905		1,044	6,405		2,611		650		705		3,966
Bad Debt Expense		9,449		-		-	9,449		2,768		-		-		2,768
·							 ,		,						<u> </u>
	\$	1,429,805	\$	140,198	\$	142,186	\$ 1,712,189	\$	1,240,034	\$	127,326	\$	171,442	\$	1,538,802
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# HOUSING OPPORTUNITIES AND MAINTENANCE FOR THE ELDERLY, INC. STATEMENTS OF CASH FLOWS YEARS ENDED SEPTEMBER 30, 2015 AND 2014

	2015		2014
CASH FLOWS FROM OPERATING ACTIVITIES			
Change in Net Assets	\$	362,199	\$ (82,859)
Adjustments to Reconcile Change in Net Assets to			
Net Cash Provided (Used) by Operating Activities:			
Depreciation		140,322	144,122
Amortization of Loan Fees		314	314
Donated Assets		(261,088)	-
Provision for Bad Debts		9,449	2,768
(Gain) Loss on Sale of Fixed Assets		7,188	(8,506)
Loss on investments		(22,289)	(14,827)
Reinvested Interest		(48)	-
(Increase) Decrease in:			
Accounts Receivable		(29,861)	(110,396)
Prepaid Expenses		9,206	(6,203)
Escrow Accounts		28,152	(11,549)
Increase (Decrease) in:			
Accounts Payable		(8,498)	(1,159)
Accrued Expenses		24,121	50,332
Deferred Revenue		(3,200)	(3,200)
Net Cash Provided (Used) by Operating Activities		255,967	(41,163)
CASH FLOWS FROM INVESTING ACTIVITIES			
Redemption of Certificates of Deposit		-	151,657
Purchase of Property and Equipment		(56,626)	(32,902)
Proceeds on Sale of Property and Equipment		-	8,506
Net Cash Provided (Used) by Investing Activities		(56,626)	 127,261
CASH FLOWS FROM FINANCING ACTIVITIES			
Principal Payments on Long-Term Debt		(8,250)	 (8,250)
NET INCREASE IN CASH AND CASH EQUIVALENTS		191,091	77,848
Cash and Cash Equivalents - Beginning of Year		199,069	121,221
Cash and Cash Equivalents - Deginning of Tear			 
CASH AND CASH EQUIVALENTS - END OF YEAR	\$	390,160	\$ 199,069
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION			
Interest Paid	\$	-	\$ 6

See Accompanying Notes to Financial Statements.

# NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **Organization**

Housing Opportunities and Maintenance for the Elderly, Inc. (the Organization) is a nonprofit organization that provides housing and housing support services for low-income elderly in the city of Chicago. The Organization owns and operates three intergenerational apartment buildings, operates an upkeep and repair program for low-income homeowners, and provides a handicapped accessible shopping bus that serves senior citizens citywide.

#### **Presentation of Financial Statements**

Net assets and revenues, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Organization and changes therein are classified and reported as follows:

<u>Unrestricted</u> – Net assets that are not subject to donor-imposed stipulations. Unrestricted net assets include net assets subject to designations that may be imposed or removed at the discretion of the Organization's board of directors (board).

**<u>Temporarily restricted</u>** – Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Organization and/or by the passage of time.

**Permanently restricted** – Net assets subject to donor-imposed stipulations that they be maintained permanently by the Organization. Generally, the donor of these assets permits the use of all or part of the income earned on any related investments for general or specific purposes. At September 30, 2015 and 2014, the Organization had no permanently restricted net assets.

# Cash and Cash Equivalents

For purposes of reporting cash flows, the Organization considers all short-term investments with an initial maturity of less than three months to be cash equivalents. The balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to certain limits. At times, cash in the bank may exceed FDIC insurable limits.

#### Certificates of Deposit

Certificates of Deposit consist of certificates with an initial maturity of more than three months and are recorded at cost, which approximates fair value.

#### Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense based on its assessment of the current status of individual receivables from rents, contracts, and others. There was an allowance of \$1,055 as of September 30, 2015 and 2014.

# NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

# **Contributions**

Contributions are recognized when the donor makes a gift 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 fiscal 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.

#### Property, Equipment, and Depreciation

The Organization capitalizes all expenditures for property and equipment costing \$1,000 or more that have an estimated useful life of more than one year. All property and equipment are recorded at cost. Depreciation is calculated using the straight-line method over the estimated useful lives of the individual assets as follows:

Equipment and Vehicles	3 - 7 Years
Furniture and Fixtures	3 - 10 Years
Buildings and Improvements	10 - 40 Years

#### Impairment of Long-Lived Assets

The Organization reviews long-lived assets for impairment whenever events or changes in circumstances indicate the carrying amount of an asset may not be recoverable. Recoverability of assets to be held and used is measured by a comparison of the carrying amount of an asset to future undiscounted net cash flows expected to be generated by the asset. If such assets are considered to be impaired, the impairment to be recognized is measured by the amount by which the carrying amount of the assets exceeds the fair value of the assets. Assets to be disposed of are reported at the lower of the carrying amount or the fair value less costs to sell.

# Loan Fees

Loan fees are amortized over the term of the mortgage loan using the straight-line method. Accumulated amortization at September 30, 2015 and 2014 was \$2,198 and \$1,884, respectively.

# Donated Services, Materials, and Supplies

Donated services are recognized as contributions if the services: (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization with specific assistance programs, campaign solicitations, and various committee assignments that are not recognized as contributions in the financial statements since the recognition criteria were not met.

# NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Donated Services, Materials, and Supplies (Continued)

Donated materials and supplies are recorded at fair market value. For the fiscal year ended September 30, 2015, the Organization received approximately \$261,000 of materials and installation of heating and cooling systems and upgraded common area lighting in their low-income housing. No in-kind donations were received for the fiscal year ended September 30, 2014.

# Functional Expense Allocation

Functional expenses have been allocated between program services, management and general, and fundraising based on an analysis of personnel time and space utilized for the related activities.

# Investment in PrimeLife Home Improvement Project

During 2013, the Organization invested in PrimeLife Home Improvement (PLHI), a 501(c)(3) exempt entity established by three members to provide improvements, maintenance, and repairs to residential homes for older adults and 501(c)(3) exempt institutional organizations. PLHI surplus revenue and losses are determined in accordance with accounting principles generally accepted in the United States of America for nonprofit organizations using the accrual method of accounting. The Organization invested a total of \$50,000 to earn a one-third interest in the net assets of PLHI. In July 2015, PLHI discontinued operations due to consistent losses. As PLHI has negative net assets as of September 30, 2015, the Organization's investment is valued at \$-0- and a related obligation of \$21,150 is recorded to cover the Organization's share of the current loss of PLHI. The Organization is responsible for a portion of any remaining losses.

# Board-Designated Unrestricted Net Assets

The board has designated a portion of unrestricted net assets in 2015 and 2014 as a Special Projects Reserve designed to cover costs of special projects that could not be financed from normal sources of revenue and as a Building Reserve designated for improving and replacing capital equipment and other facilities improvements. These designations are at the board's discretion and all or any part of these designations may be re-designated for the general purpose of the Organization.

# Income Tax Status

The Organization is a nonprofit organization exempt from paying corporate federal income tax under Section 501(c)(3) of the Internal Revenue Code (IRC). It has been classified as an organization that is not a private foundation under the IRC and charitable contributions by donors are tax deductible.

The Organization has evaluated its tax positions and determined it has no uncertain tax positions at September 30, 2015.

#### NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### **Reclassifications**

Certain reclassifications have been made to the September 30, 2014 financial statements in order to present them in conformity with the September 30, 2015 financial statements. These reclassifications had no effect on net assets as previously reported.

# NOTE 2 PROPERTY AND EQUIPMENT

Property and equipment as of September 30, 2015 and 2014 consisted of the following:

	 2015	_	2014
Land	\$ 676,828		\$ 676,828
Buildings and Improvements	4,984,071		4,984,071
Furniture and Fixtures	373,805		373,805
Equipment and Automobiles	 658,993	_	458,155
	6,693,697	_	6,492,859
Less: Accumulated Depreciation	 (3,386,220)	_	(3,355,586)
Total Property and Equipment	\$ 3,307,477	=	\$ 3,137,273

# NOTE 3 ESCROW ACCOUNTS

Escrow accounts at September 30, 2015 and 2014 consist of the following:

	2015			
Resources for Repair and Maintenance	\$	13,185	\$	14,691
Insurance Escrow		6,104		32,750
Real Estate Tax Escrow		4,140		4,140
	\$	23,429	\$	51,581

The Organization makes monthly deposits into the insurance and repairs and maintenance escrow accounts.

#### NOTE 4 DEFERRED REVENUE

During 2006, the Organization received a grant for \$48,000 for the construction and rehabilitation of Blackhawk Manor for the Affordable Housing Program (AHP). The Organization's liability is reduced annually over a period of 15 years based on a pro rata share of the grant provided that no defaults occur under the grant agreement. Should a default occur under the agreement, the Organization is liable for the remaining portion of the grant.

Deferred revenue consisted of \$12,800 and \$16,000 from AHP at September 30, 2015 and 2014, respectively.

# NOTE 5 NOTES PAYABLE

Notes payable as of September 30, 2015 and 2014 consisted of the following:

Description	2015	 2014
Interest-free note payable to the city of Chicago single payment, maturing on May 12, 2033, collateralized by a first mortgage on the related building and land.	\$ 2,518,854	\$ 2,518,854
Interest-free note payable to the Illinois Housing Development Authority, due in monthly payments of \$688, maturing in September of		
2046, secured by the related land and buildings.	 256,437	 264,687
	2,775,291	2,783,541
Less: Current Portion	 (8,250)	 (8,250)
Total	\$ 2,767,041	\$ 2,775,291

Future scheduled maturities of long-term debt are as follows:

Years Ending September 30,	 Amount		
2016	\$ 8,250		
2017	8,250		
2018	8,250		
2019	8,250		
2020	8,250		
Thereafter	 2,734,041		
Total	\$ 2,775,291		

Interest expense was \$-0- and \$6 at September 30, 2015 and 2014, respectively.

# NOTE 6 UNRESTRICTED NET ASSETS

Unrestricted net assets consisted of the following at September 30, 2015:

		eginning Balance	creases/ ecreases)	De	s of Board- esignated Funds	-	ransfers In (Out)	Ending Balance		
Unrestricted, Undesignated Board-Designated Building Reserve Board-Designated Special	\$	466,853 273,867	\$ 125,752 -	\$	-	\$	(15,036) 15,036	\$	577,569 288,903	
Projects Reserve Total Unrestricted Net Assets	\$	- 740,720	\$ 243,754 369,506	\$	(20,000) (20,000)	\$	-	\$	223,754 1,090,226	

The board designated the use of \$20,000 from the board-designated special projects reserve to make a contribution to PLHI.

Unrestricted net assets consisted of the following at September 30, 2014.

		Beginning Balance	icreases/ ecreases)	 s of Board- esignated Funds	ransfers n (Out)	Ending Balance		
Unrestricted, Undesignated Board-Designated Building Reserve Board-Designated Special	\$	499,061 299,726	\$ (109,617) -	\$ - (10,799)	\$ 77,409 (15,060)	\$	466,853 273,867	
Projects Reserve Total Unrestricted Net Assets	\$	62,349 861,136	\$ - (109,617)	\$ - (10,799)	\$ (62,349) -	\$	- 740,720	

The board designated the use of \$10,799 from the board-designated building reserve. The Organization used \$77,409 from the board-designated special projects reserve and building reserve for operating expenses as of September 30, 2014.

# NOTE 7 TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consisted of the following at September 30, 2015 and 2014:

	2015	2014
Field Foundation grant for Moving Coordinator	\$ _	\$ 10,002
RRF Grant for Moving Program	 58,450	 35,755
Total	\$ 58,450	\$ 45,757

#### NOTE 8 OPERATING LEASE COMMITMENT

The Organization was committed under a lease agreement for office space through July 2015. The Organization signed a lease extension for office space through July 2018. The lease provides for a base monthly rental, plus a percentage of the property taxes based on the Organization's proportionate share of the lease space. Rent expense was \$32,194 and \$31,248, respectively, for the years ended September 30, 2015 and 2014.

Future minimum payments on the lease are as follows:

Years Ending September 30:	 Amount		
2016	\$ 34,952		
2017	36,001		
2018	 30,747		
Total	\$ 101,700		

#### NOTE 9 RETIREMENT PLAN

The Organization has a contributory, defined contribution retirement plan covering full-time employees who have met certain requirements as to length of service and age. Annual contributions to the plan are made at the discretion of the board. Total retirement plan expense for the years ended September 30, 2015 and 2014 was \$1,350 and \$1,250, respectively.

#### NOTE 10 RELATED PARTY TRANSACTIONS

At September 30, 2015 and 2014, the Organization received \$24,576 and \$8,860, respectively, in individual contributions from its board members.

#### NOTE 11 SUBSEQUENT EVENTS

In preparing these financial statements, the Organization has evaluated events and transactions for potential recognition or disclosure through January 19, 2016, the date the financial statements were available to be issued.

Subsequent to September 30, 2015, the Organization received a bequest in the amount of approximately \$1,300,000. This will be included in fiscal year 2016 revenue.