

FINANCIAL STATEMENTS Year Ended December 31, 2020

Year Ended December 31, 2020

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Audit, Tax, Management Advisory, Forensic and Internal Control Consulting

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of the Live and Learn Program:

Opinion

I have audited the accompanying financial statements of Live and Learn Program (a nonprofit organization), which comprise the statement of financial position as of December 31, 2020, and the related statements of activities, functional expense and cash flows for the year then ended, and the related notes to the financial statements.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Live and Learn Program as of December 31, 2020, 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.

Basis for Opinion

I conducted my audit in accordance with auditing standards generally accepted in the United States of America. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. I am required to be independent of Live and Learn Program and to meet my other ethical responsibilities in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Live and Learn Program's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, I:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Live and Learn Program's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Live and Learn Program's ability to continue as a going concern for a reasonable

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that I identified during the audit.

Gregory Michael Coy, CPA, PLLC Phoenix, AZ

Gregory Michael Coy, CPA, PLLC

April 28, 2021

Statement of Financial Position December 31, 2020

	2020	
ASSETS		
ASSETS Cash and cash equivalents Governmental grants receivable Contributions receivable Other receivables Prepaid expense and other assets Total assets	\$ 243,351 24,334 8,644 2,118 8,596 \$ 287,043	
LIABILITIES AND NET ASSETS		
LIABILITIES Accounts payable and accrued expenses Long-term debt	\$ 1,965 4,728	
Total liabilities	6,693	
NET ASSETS WITHOUT DONOR RESTRICTIONS	266,706	
NET ASSETS WITH DONOR RESTRICTIONS	13,644	
Total net assets	280,350	
Total liabilities and net assets	\$ 287,043	

Statement of Activities For the Year Ended December 31, 2020

	2020				
	with	et Assets nout Donor estrictions	Net Assets with Donor Restrictions		Total
REVENUE AND OTHER SUPPORT					
Governmental grant revenue	\$	139,931	\$	-	\$ 139,931
Contributions		221,530		21,644	243,174
Donated materials, supplies and services		30,885		-	30,885
Interest and dividend income		586		-	586
Other income		2,489		-	2,489
Special event revenue		558		-	558
Direct donor benefits		(2,106)		-	(2,106)
Release of restrictions		165,000		(165,000)	
Total revenue and support		558,873		(143,356)	415,517
EXPENSES					
Program services		306,752	-		306,752
Supporting services					
Management and general		57,552		-	57,552
Fundraising		38,610		<u>-</u>	38,610
Total supporting services		96,162			96,162
Total expenses		402,914			 402,914
CHANGE IN NET ASSETS		155,959		(143,356)	12,603
NET ASSETS, BEGINNING OF YEAR		110,747		157,000	 267,747
NET ASSETS, END OF YEAR	\$	266,706	\$	13,644	\$ 280,350

Statement of Functional Expenses For the Year Ended December 31, 2020

			Supporting Services				_
	_			agement	_		Total
	<u> </u>	<u>rogram</u>	<u>and</u>	<u>General</u>	Fun	<u>draising</u>	<u>2020</u>
Personnel Expenses:							
Salaries and Wages	\$	156,416	\$	33,046	\$	30,842	\$ 220,304
Payroll taxes and benefits		15,592		3,294		3,074	 21,960
Total personnel expenses		172,008		36,340		33,916	242,264
Client welfare		79,127		-		-	79,127
Donated materials, supplies and services		27,285		3,600		-	30,885
Professional fees		4,072		11,789		444	16,305
Rent		8,221		1,737		1,621	11,579
Supplies and materials		3,150		665		621	4,436
Computer and IT		2,982		629		589	4,200
Telephone and internet		2,672		564		527	3,763
Insurance		2,239		472		442	3,153
Staff development		2,707		-		-	2,707
Printing and postage		704		148		139	991
Bank and merchant fees		-		959		-	959
Travel		391		83		77	551
Board expenses		-		314		-	314
Other		1,194		252		234	 1,680
Total expenses	\$	306,752	\$	57,552	\$	38,610	\$ 402,914

Statement of Cash Flows For the Year Ended December 31, 2020

	 2020
CASH FLOWS FROM OPERATING ACTIVITIES Change in net assets Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities	\$ 12,603
(Increase) decrease in Receivables Prepaid expense and other assets Increase (decrease) in	1,852 (7,958)
Accounts payable and accrued expenses Total adjustments Net cash provided by operating activities	(2) (6,108) 6,495
CASH FLOWS FROM INVESTING ACTIVITIES Proceeds from issuance of long-term debt Payments on long-term debt Net cash provided by financing activities	5,000 (272) 4,728
NET CHANGE IN CASH AND CASH EQUIVALENTS	11,223
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	 232,128
CASH AND CASH EQUIVALENTS, END OF YEAR	\$ 243,351
SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION Cash paid for taxes Cash paid for interest	\$ <u>-</u>

NOTES TO FINANCIAL STATEMENTS Year Ended December 31, 2020

(1) Organization purpose and summary of significant accounting policies

Organizational purpose – Live and Learn Program (the Organization) is a not-for-profit organization incorporated in 2014 in Arizona. The Organization's primary purpose is to help women impacted by poverty and violence. The Organization fulfils this mission by providing clients with a structured pathway to economic independence though personalized career planning, education, training, mentoring and financial assistance. The Organization's support is generated primarily from contributions and governmental grant programs.

COVID-19 pandemic - At the time of this report's release, citizens and the economies of the United States and other countries have been impacted by the coronavirus (COVID-19) pandemic. The World Health Organization declared a Public Health Emergency on January 30, 2020. The evolution of the virus, the extent of its economic impact and the results of steps taken and yet to be taken by governments and financial institutions are unknown. Governments, businesses and non-profit organizations have faced supply chain disruptions, labor shortages, revenue declines, an increase in bad debts, reduced cash flow, difficulties meeting loan covenants, goodwill and inventory impairment, credit difficulties, and other financial implications. Furthermore, the financial markets have experienced significant levels of volatility as a result of the pandemic. The significance and the duration of the pandemic's financial impact are indeterminable.

The significant accounting policies followed by the Organization are as follows:

Basis of accounting - The financial statements of the Organization have been prepared on the accrual basis of accounting, and accordingly, reflect all significant receivables, payables and other assets and liabilities.

Basis of presentation - The financial statement presentation reports information regarding its financial position and activities according to two classes of net assets:

Net Assets Without Donor Restrictions – Amounts that are not subject to usage restrictions based on donor-imposed requirements. This class also includes assets previously restricted where restrictions have expired or been met.

Net Assets With Donor Restrictions – Assets subject to usage limitations based on donor imposed or grantor restrictions. These restrictions may be temporary or may be based on a particular use. Restrictions may be met by the passage of time or by actions of the Organization. Certain restrictions may be need to be maintained in perpetuity. At December 31, 2020, the Organization had no restrictions required to be maintained in perpetuity.

Managements' use of estimates - The preparation of financial statements in conformity with U.S. generally accepted accounting principles 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 reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash & equivalents - Cash includes cash and, at times, cash equivalents consisting of highly liquid financial instruments purchased with original maturities of three months or less. Deposits at cash institutions are insured in limited amounts by the Federal Deposit Insurance Corporation (FDIC). From time to time, these deposits may exceed the insurance amounts provided by the FDIC.

NOTES TO FINANCIAL STATEMENTS Year Ended December 31, 2020

(1) Organizational purpose and summary of significant accounting policies (continued)

Governmental grants receivable - Governmental grants receivable consists of unconditional contributions receivable from local government agencies under grant agreements. The grant agreements contain significant donor-imposed conditions and were initially conditional contributions. Governmental grants receivable are not recognized until the donor-imposed conditions are substantially met. Governmental grants receivable are considered by management to be collectible in full and, accordingly, an allowance for doubtful accounts is not considered necessary. At December 31, 2020, all governmental grants receivable were due within one year.

Contributions receivable - Unconditional promises to give (pledges) are recognized as revenues in the period the promise is received and as assets, decreases of liabilities, or expenses depending on the form of the benefits received. Conditional promises to give are recognized only when the conditions on which they depend are substantially met. Unconditional promises to give that are expected to be collected in future years are recorded at the present value of their estimated future cash flows. The discounts on those amounts are computed using risk-free interest rates applicable to the years in which the promises are received. Management provides for probable uncollectible amounts through a charge to earnings and a credit to a valuation allowance based on its assessment of the current status of individual balances. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and credit to contributions receivable. At December 31, 2020, all contributions receivable were due in less than one year and are deemed to be fully collectible by management. Accordingly, no discount or allowance was recorded in the accompanying financial statements.

Impairment of long-lived assets – the Organization accounts for long-lived assets in accordance with the provisions of Accounting for the Impairment of Long-Lived Assets. This accounting standard requires that long-lived assets be reviewed for impairment whenever events or changes in circumstances indicate that 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 cash flows to be 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 value 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 fair value less costs to sell. Management believes that no long-lived assets have any impairment of value.

Fair value measurements – The Organization utilizes a valuation framework that provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value measurements. The Organization measures fair value based on a three-level hierarchy of inputs, of which the first two are considered observable and the last unobservable For the years ended December 31, 2020, the Organization did not have any assets or liabilities subject to fair value measurement other than at initial recognition.

Contributions - Contributions received are recorded as support with donor restrictions or without donor restrictions depending on the existence and/or nature of any donor restrictions. All donor-restricted support is reported as an increase in net assets with donor restrictions or without donor restrictions depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions on unconditional contributions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

NOTES TO FINANCIAL STATEMENTS Year Ended December 31, 2020

(1) Organizational purpose and summary of significant accounting policies (continued)

Conditional contributions – Conditional contributions contain a donor-imposed condition that represents a barrier that must be overcome before the Organization is entitled to the assets transferred or promised. Failure to overcome the barrier gives the donor a right of return of the assets it has transferred or gives the promisor a right of release from its obligation to transfer its assets. Conditional contributions are recognized as support, either with or without donor restrictions, when donor-imposed conditions are substantially met (i.e. barriers are overcome). Restrictions on conditional contributions that are met in the same reporting period as the revenue is recognized are reported in the statement of activities as support within net assets without donor restrictions.

Governmental grant revenue - Governmental grant revenue consists of donor restricted contributions received from local governmental agencies. The grant agreements contain substantial conditions that must be met prior to recognition of the support. The donor-imposed conditions primarily consist of qualifying expenditures that must be incurred by the Organization before the governmental agency will reimburse those expenditures. Conditional contributions are recognized as support, either with or without donor restrictions, when donor-imposed conditions are substantially met (i.e. barriers are overcome). These contributions are restricted by the agency to support certain programs. Donor restrictions are also satisfied when qualifying expenditures are incurred for the donor-specified program. Accordingly, governmental grant revenue is reported as support within net assets without donor restrictions.

Exchange transaction revenue recognition - Exchange transaction revenue is measured based on a consideration specified in a contract with a customer, and excludes any sales incentives and amounts collected on behalf of third parties. The Organization recognizes revenue when it satisfies a performance obligation by transferring control over a product or service to a customer. For the year ended December 31, 2020, the Organization does not have any exchange transaction revenue.

Special events revenue – The Organization conducts special events in which a portion of the gross proceeds paid by the participant represents payment for the direct cost of the benefits received by the participant at the event. Unless a verifiable, objective means exists to demonstrate otherwise, the fair value of meals and entertainment provided at special events is measured at the actual cost to the Organization. The direct costs of the special events, which ultimately benefit the donor rather than the Organization, are recorded as costs of direct donor benefits in the accompanying consolidated statement of changes in net assets. All proceeds received in excess of the direct costs are recorded as special events contributions in the accompanying statement of changes in net assets.

Donated materials and services - Donated materials and services are recorded at their estimated values if they enhance the Organization's nonfinancial assets or require specialized skills that the Organization would normally purchase, if not provided by donation. During the years ended December 31, 2020, the Organization recognized \$27,285 in donated materials and recognized \$3,600 in donated services. The Organization utilizes and depends on the services of volunteers to perform a variety of tasks that assist the Organization with specific programs and fundraising. No amounts have been reflected in the financial statements for these services, since they did not meet the recognition requirements under generally accepted accounting standards.

NOTES TO FINANCIAL STATEMENTS Year Ended December 31, 2020

(1) Organizational purpose and summary of significant accounting policies (continued)

Functional allocation of expenses - The costs of providing programs and other activities have been presented on a functional basis in the statements of activities and functional expenses. Directly identifiable expenses are charged to programs and supporting services. Certain costs have been allocated among the program and supporting services benefited based on management's estimate of time and effort devoted to each activity.

Income tax status - The Organization is organized as an Arizona non-profit corporation and has been recognized by the Internal Revenue Service (IRS) as exempt from federal income taxes under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3) and has been determined not to be a private foundation under Sections 509(a)(1) and 170(b)(1)(A)(vi). Accordingly, contributions to the Organization qualify for the charitable contribution deduction under Section 170. The Organization is annually required to file a Return of Organization Exempt from Income Tax (Form 990) with the IRS. In addition, the Organization is generally subject to income tax on net income that is derived from business activities that are unrelated to its exempt purpose. Management has determined the Organization has no taxable unrelated business income related to the Organization's activities and it has not filed the Exempt Organization Business Income Tax Return (IRS Form 990-T), or its Arizona equivalent, Form 99-T. The tax years ended 2017, 2018, and 2019 are still open to audit for both federal and state purposes. Management believes that it has appropriate support for any income tax positions taken, and, as such, does not have any uncertain tax positions that are material to the financial statements. The Organization would recognize future accrued interest and penalties related to unrecognized tax benefits and liabilities in income tax expense if such interest and penalties are incurred.

Subsequent events - the Organization evaluated subsequent events after the statement of financial position date of December 31, 2020 through April 28, 2021, which was the date the Organization's financial statements were available to be issued. No conditions were noted, other than those described below, that did not exist as of December 31, 2020, but arose subsequent to that date.

- In January 2021, the Organization entered into promissory note (loan) with a financial institution. The loan is a "second-round loan" through the U.S. Small Business administration (SBA) Federal Paycheck Protection Program (the Program) under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). The promissory note is in the amount of \$45,690 and bears interest at a rate of 1%. No interest or principal payments are required during the first 10 months of the loan, however, interest will continue to accrue during the 10 month deferral period. After the 10 month deferral period, the Organization is required to make monthly payments of principal and interest. The final payment of all outstanding principle and accrued interest is due in January 2026. The loan will be forgiven by the SBA if the Organization meets the loan forgiveness requirements under the Program. The Organization expects to meet the loan forgiveness requirements of the Program and expects that the entire principal amount and any accrued interest related to the loan will be forgiven.
- In March 2021, the Organization entered into promissory note with the SBA. The note is in the amount of \$150,000 and bears interest at an annual rate of 2.75%. Monthly payments of principal and interest of \$641 will begin 12 months from the date of the note. The note matures and all principal and accrued interest are due March 13, 2051. The note is secured by all tangible and intangible assets of the Organization and the loan proceeds must be used for working capital.

NOTES TO FINANCIAL STATEMENTS Year Ended December 31, 2020

(2) Liquidity and availability of financial assets

The Organization regularly monitors liquidity required to meet its operating needs and other contractual commitments. The Organization has various sources of liquidity at its disposal, including cash & cash equivalents and current contributions receivable. The Organization structures its financial assets to be available to meet general expenditures, liabilities and other obligations as they come due. The Organization manages its liquid resources by depositing cash in an interest bearing bank accounts. In addition to financial assets available to meet general expenditures over the next 12 months, the Organization prepares and operates within an annual budget.

Financial assets available to meet general expenditures within one year:

	 2020
Unrestricted cash & cash equivalents	\$ 243,351
Receivables due in the next 12 months	 26,452
	269,803
Donor imposed restrictions	 (13,644)
Financial assets available to meet general expenditures	
within one year	\$ 256,159

(3) Net assets with donor restrictions and release of restrictions

Net assets with donor restrictions consists of the following:

·		2020
Purpose restrictions: Care1st Pilot Program	\$	5,000
Time restrictions: Contributions receivable	<u>•</u>	8,644
Total net assets with donor restrictions	<u>\$</u>	13,644

Net assets released from restrictions consists of the following:

		2020
Purpose restrictions: Career track training Care1st Pilot Program Year up	\$	150,000 10,000 5,000
Time restrictions:		
Contributions receivable		
Total released from restrctions	_\$	165.000

2020

(4) Lease commitments

The Organization leases its facility under an operating lease agreement. The rental expense related to this lease is recorded on a straight-line basis over the lease term. In the normal course of business, operating leases are generally renewed or replaced by other leases.

NOTES TO FINANCIAL STATEMENTS Year Ended December 31, 2020

(4) Lease commitments (continued)

Minimum future rental payments under non-cancellable operating leases having remaining terms in excess of one year at December 31, 2020, are as follows:

Years Ending December 31,	
2021	\$ 13,233
2022	13,233
2023	 3,308
Total minimum future lease payments	\$ 29,774

(5) Long-term debt

The Organization entered into a promissory note (loan) with a financial institution dated May 4, 2020. The loan is through the Small Business Association Federal Paycheck Protection Program under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). The loan was in the amount of \$35,855 and bears interest at a rate of 1%. The loan was to be repaid in 18 monthly payments of principal and interest beginning October 15, 2020. The final payment of all outstanding principle and accrued interest was due on April 15, 2022. The loan is forgiven by the SBA if the Organization meets the loan forgiveness requirements under the Program. On November 14, 2020, the entire balance of the loan in the amount of \$35,855, plus accrued interest of \$134, was forgiven. Accordingly, the Organization has recognized the entire balance of the loan as contribution revenue during year ended December 31, 2020.

The Organization entered into a promissory note (loan) with a financial institution dated October 28, 2020. The loan is through the Small Business Association Federal Paycheck Protection Program under the COVID-19 Economic Injury Disaster Loan Program. The loan was in the amount of \$5,000 and bears interest at a rate of 1%. The loan is to be repaid in 18 monthly payments of principal and interest in the amount of \$280. The initial payment was paid in December 2020 and the final payment of all outstanding principle and accrued interest are due on May 28, 2022. The outstanding balance of the note at December 31, 2020 is \$4,728. The current portion of the note due in 2021 is approximately \$3,350 and the portion due in 2022 is approximately \$918.

(6) Concentrations

Cash at depository financial institutions is insured in limited amounts by the Federal Deposit Insurance Corporation (FDIC). Typically, the Organization's depository accounts at financial institutions do not exceed the FDIC insurance amount.

During December 31, 2020, the Organization recognized revenue from a grant from the Arizona Department of Economic Security that is approximately 34% of total revenue and support.

(7) New accounting pronouncements

In February 2016, the FASB issued ASU No. 2016-02, *Leases* (Topic 842), which requires recognition of rights and obligations from lease contracts longer than one year as assets and liabilities on the balance sheet. The new standard is effective for the Organization January 1, 2021. The Organization is evaluating the effect that ASU No. 2016-02 will have on its financial statements and related disclosures.

NOTES TO FINANCIAL STATEMENTS Year Ended December 31, 2020

(7) New accounting pronouncements (continued)

In June 2016, the FASB issued ASU No. 2016-13, *Financial Instruments – Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments*, which modifies how expected credit losses on financial instruments are developed. In November 2018, the FASB issued ASU No. 2018-19, *Codification Improvements to Topic 326, Financial Instruments – Credit Losses (Topic 326)* which provides amendments to ASU No. 2016-13 and defers the effective date to years beginning after December 15, 2021. The new standards are effective for the Organization January 1, 2022. The Organization is evaluating the effect that ASU No. 2016-13 and ASU No 2018-19 will have on its financial statements and related disclosures.