

COMMUNITY ACTION PARTNERSHIP OF SONOMA COUNTY

SANTA ROSA, CALIFORNIA

**FINANCIAL STATEMENTS
AND
SINGLE AUDIT REPORT**

FEBRUARY 29, 2020

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INDEPENDENT AUDITORS' REPORT

Board of Directors
Community Action Partnership of Sonoma County
Santa Rosa, California

Report on the Financial Statements

We have audited the accompanying financial statements of Community Action Partnership of Sonoma County, which comprise the statement of financial position as of February 29, 2020, 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 opinions 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the organization'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 organization'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 opinions.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Community Action Partnership of Sonoma County as of February 29, 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.

Emphasis of Matter

As discussed in Note 2B, Community Action Partnership of Sonoma County adopted the Financial Accounting Standards Board's Accounting Standards Update 2016-14, *Not-for-Profit Entities (Topic 958) – Presentation of Financial Statements of Not-for-Profit Entities* as of and for the year ended February 29, 2020. The requirements of the Accounting Standards Update have been applied retrospectively to all years presented. Our opinion is not modified with respect to this matter.

Report on Summarized Comparative Information

We have previously audited Community Action Partnership of Sonoma County's 2019 financial statements, and our report dated November 26, 2019, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended February 28, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary data in schedules 1 through 7 is presented for purposes of additional analysis and is not a required part of the financial statements. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, 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.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 1, 2020 on our consideration of the Community Action Partnership of Sonoma County's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Community Action Partnership of Sonoma County's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Community Action Partnership of Sonoma County's internal control over financial reporting and compliance.

R.J. Ricciardi, Inc.

R.J. Ricciardi, Inc.
Certified Public Accountants

San Rafael, California
October 1, 2020

Community Action Partnership of Sonoma County
STATEMENTS OF FINANCIAL POSITION
February 29, 2020
(With Comparative Totals for February 28, 2019)

	2020	2019
<u>ASSETS</u>		
Current assets:		
Cash and cash equivalents	\$ 1,491,249	\$ 936,803
Grants and contracts receivable, net of allowance for uncollectible accounts	894,895	1,597,794
Prepaid expenses and other current assets	154,289	164,539
Total current assets	2,540,433	2,699,136
Non-current assets:		
Fixed assets, net of accumulated depreciation	3,461,608	3,699,025
Debt issuance costs, net of amortization	2,234	2,714
Total non-current assets	3,463,842	3,701,739
Total assets	\$ 6,004,275	\$ 6,400,875
<u>LIABILITIES AND NET ASSETS</u>		
Current liabilities:		
Accounts payable	\$ 303,857	\$ 295,685
Accrued liabilities	297,106	272,342
Accrued vacation	192,306	199,719
Contract advances and deferred income	1,083,055	1,108,197
Interest payable	666,278	636,133
Notes payable, current portion	58,015	68,975
Total current liabilities	2,600,617	2,581,051
Long-term liabilities:		
Notes payable, net of current portion	2,110,978	2,233,625
Total long-term liabilities	2,110,978	2,233,625
Total liabilities	4,711,595	4,814,676
Net assets - Exhibit A:		
Without donor restrictions	968,325	1,157,838
With donor restrictions	324,355	428,361
Total net assets	1,292,680	1,586,199
Total liabilities and net assets	\$ 6,004,275	\$ 6,400,875

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

Community Action Partnership of Sonoma County

Exhibit ASTATEMENTS OF ACTIVITIES

For the Year Ended February 29, 2020

(With Comparative Totals for the Year Ended February 28, 2019)

	Without Donor Restrictions	With Donor Restrictions	2020 Total	2019 Total
Revenues:				
Government contracts	\$ 8,452,926	\$ 163,984	\$ 8,616,910	\$ 8,660,080
Grant and contribution income	2,380,011	189,218	2,569,229	2,118,629
Rental income	266,220	-	266,220	261,590
Program service income	48,303	-	48,303	49,404
Miscellaneous income	76,580	9,052	85,632	55,519
Fundraising	-	33,419	33,419	42,109
Investment return, net	1,292	-	1,292	911
Debt forgiveness	87,260	-	87,260	27,260
Net assets released from restrictions	499,679	(499,679)	-	-
Total revenues	<u>11,812,271</u>	<u>(104,006)</u>	<u>11,708,265</u>	<u>11,215,502</u>
Expenses:				
Program services:				
Housing program	554,505	-	554,505	558,369
Financial Stability	568,915	-	568,915	592,920
Head Start and Early Head Start program	6,244,939	-	6,244,939	6,011,744
Health service program	360,627	-	360,627	370,540
Community engagement programs	358,360	-	358,360	262,148
Emergency disaster relief program	1,241,989	-	1,241,989	773,253
Education (School readiness) programs	1,029,801	-	1,029,801	1,121,170
Youth programs	-	-	-	33,024
Total program services	<u>10,359,136</u>	<u>-</u>	<u>10,359,136</u>	<u>9,723,168</u>
Support services				
General and administrative	1,612,203	-	1,612,203	1,538,550
Total support services	<u>1,612,203</u>	<u>-</u>	<u>1,612,203</u>	<u>1,538,550</u>
Agency assets and resource development	30,445	-	30,445	6,088
Total expenses	<u>12,001,784</u>	<u>-</u>	<u>12,001,784</u>	<u>11,267,806</u>
Change in net assets	(189,513)	(104,006)	(293,519)	(52,304)
Net assets, beginning of period	<u>1,157,838</u>	<u>428,361</u>	<u>1,586,199</u>	<u>1,638,503</u>
Net assets, end of period	<u>\$ 968,325</u>	<u>\$ 324,355</u>	<u>\$ 1,292,680</u>	<u>\$ 1,586,199</u>

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

Community Action Partnership of Sonoma County
STATEMENTS OF FUNCTIONAL EXPENSES

Exhibit B

All Program Services
 For the Year Ended February 29, 2020

	Program Services							Support Services		Agency Assets and Resource Development	2020 Total Expenses	2019 Total Expenses
	Housing Program	Financial Stability	Head Start and Early Head Start	Health Services	Community Engagement Program	Emergency Disaster Relief	Education (School Readiness) Program	Program Services Total	General and Administrative			
Expenses:												
Salaries	\$ 159,407	\$ 139,425	\$ 3,794,128	\$ 263,068	\$ 189,029	\$ 311,775	\$ 698,269	\$ 5,555,101	\$ 839,986	\$ 4,702	\$ 6,399,789	\$ 5,952,889
Payroll taxes	11,839	12,594	345,824	22,802	16,050	27,032	66,018	502,159	66,770	388	569,317	534,329
Worker's compensation	4,767	975	113,841	5,663	3,324	2,162	21,551	152,283	1,506	21	153,810	209,256
Employee benefits	14,779	18,049	537,408	21,828	24,313	41,183	83,038	740,598	93,202	485	834,285	804,144
Total personnel costs	190,792	171,043	4,791,201	313,361	232,716	382,152	868,876	6,950,141	1,001,464	5,596	7,957,201	7,500,618
Occupancy	76,724	28,206	481,380	9,999	14,483	89,969	40,431	741,192	80,793	-	821,985	742,067
Supplies	12,649	4,324	361,411	16,569	13,606	6,974	34,190	449,723	11,689	1,410	462,822	557,944
Professional fees	3,412	2,205	80,244	1,929	1,108	11,471	4,652	105,021	156,238	-	261,259	290,158
Housing assistance and client fees	-	350,634	-	-	-	288,954	-	639,588	-	-	639,588	407,459
Emergency disaster relief assistance	-	-	-	-	-	430,183	-	430,183	-	-	430,183	452,117
Depreciation & amortization	119,808	-	-	-	-	-	-	119,808	118,089	-	237,897	268,025
Equipment	6,629	-	101,189	210	67,014	2,624	3,107	180,773	33,345	-	214,118	37,455
Telecommunications & network	14,286	6,544	153,965	9,757	8,767	10,897	34,142	238,358	112,351	148	350,857	385,035
Interest	64,451	-	-	-	-	-	-	64,451	-	19,040	83,491	97,599
Employee development	1,050	1,082	51,863	2,613	14,351	1,356	28,440	100,755	9,879	2	110,636	115,853
Insurance	12,460	874	53,301	1,272	881	758	4,106	73,652	33,740	119	107,511	102,747
Travel	905	1,258	44,292	3,252	2,107	1,739	11,160	64,713	27,430	34	92,177	89,985
Vehicle maint/repair	144	-	39,996	-	-	-	118	40,258	1,198	-	41,456	36,717
Building maint/repair	44,906	-	62,994	-	67	130	66	108,163	1,093	-	109,256	116,210
Miscellaneous	6,055	2,745	445	63	1,699	14,532	433	25,972	12,011	4,016	41,999	31,826
Conferences & meetings	234	-	22,658	1,602	1,561	250	80	26,385	12,883	80	39,348	35,991
Indirect costs	81,751	31,428	789,193	55,910	36,068	65,334	150,203	1,209,887	(1,210,392)	505	-	-
Total expenses	\$ 636,256	\$ 600,343	\$ 7,034,132	\$ 416,537	\$ 394,428	\$ 1,307,323	\$ 1,180,004	\$ 11,569,023	\$ 401,811	\$ 30,950	\$ 12,001,784	\$ 11,267,806

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

STATEMENTS OF CASH FLOWS

For the Year Ended February 29, 2020

(With Comparative Totals for the Year Ended February 28, 2019)

	<u>2020</u>	<u>2019</u>
Cash flows from operating activities:		
Change in net assets	\$ (293,519)	\$ (52,304)
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	237,897	268,025
Debt principal forgiveness	(87,260)	(27,260)
Changes in certain assets and liabilities:		
Grants and contracts receivable	702,899	(122,693)
Prepaid expenses and other current assets	10,250	16,420
Accounts payable	8,172	(80,620)
Accrued liabilities	24,764	(1,417)
Accrued vacation	(7,413)	11,215
Contract advances and deferred income	(25,142)	(291,367)
Interest payable	<u>30,145</u>	<u>36,813</u>
Net cash provided (used) by operating activities	<u>600,793</u>	<u>(243,188)</u>
Cash flows from financing activities:		
Principal payments on notes payable	<u>(46,347)</u>	<u>(48,357)</u>
Net cash provided (used) by financing activities	<u>(46,347)</u>	<u>(48,357)</u>
Net increase (decrease) in cash during the year	554,446	(291,545)
Cash balance, beginning of period	<u>936,803</u>	<u>1,228,348</u>
Total cash and cash equivalents, end of period	<u>\$ 1,491,249</u>	<u>\$ 936,803</u>
Supplemental disclosures of cash flow information:		
Interest paid	<u>\$ 53,346</u>	<u>\$ 60,786</u>

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

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
February 29, 2020

NOTE 1 - GENERAL

Organization

Community Action Partnership of Sonoma County (CAPSC) is a dynamic multi-program human services organization dedicated to partnership with low-income families and individuals to help them achieve economic and social stability, to build community, and to advocate for social and economic justice. Created in 1966 with federal Economic Opportunity Act funds, CAPSC set about meeting its mission to assist low-income families and individuals who live in Sonoma County in achieving a quality of life based on self-sufficiency and the reduction of dependency through the following programs:

Housing and Financial Stability – To encourage self-sufficiency, as well as housing, family, and financial stability, the department offers education on financial capacity while providing temporary housing and financial assistance. CAPSC provides the followings programs:

- *HCA Family Fund* – The Fund is designed to assist those who are homeless or at risk of becoming homeless with once in a lifetime assistance combined with Financial Coaching to empower the participant in creating a household budget, develop skills necessary to manage a household and learn the importance of savings.
- *H2O Help to Others* – Water bill assistance program for low income rate payers of Santa Rosa Water.
- *Pathways Housing* – Temporary and low-income shelter, temporary and permanent support housing providing a continuum of care in which participants are provided with Strengths Based Case Management, Trauma Informed Services and Peer Supportive Environments.
- *Volunteer Income Tax Assistance (VITA)* - Free, quality tax return preparation to individuals, families, and seniors. Our preparers are volunteers certified by the IRS.
- *Season of Sharing Program Sonoma County* - A program supported by the San Francisco Chronicle's annual giving drive and administered by CAPSC. It provides support to Sonoma County individuals needing assistance for rent, deposit, unexpected critical family needs costs that affect health or livelihood provided in the form of grants that are paid directly to the supplier of services, such as a landlord.

Disaster Relief – The Disaster Relief program was developed after the 2017 Tubbs Fire and has continued to assist the community through subsequent disasters and crises. Financial assistance is provided for rent, deposit, mortgage, essential needs, and uninsured or underinsured rebuilding costs associated with the fires.

Head Start/Early Head Start – Head Start/Early Head Start is a national child and family development program for low-income children ages birth to five years old and their families, funded by the United States Department of Health and Human Services. In addition to providing developmentally appropriate preschool experiences for young children, Head Start/Early Head Start partners with community agencies and resources to provide comprehensive services to these children and their families in areas such as social, health, dental, nutrition, mental health, and special education. Ten percent of enrollment opportunities are for children with diagnosed disabilities.

Health and Wellness – In order for Sonoma County to be the healthiest county in California, Health and Wellness provides access to medical and dental services in order to foster health equity. Health and Wellness includes the following:

- *Community & School Health* – Provides vital school-based health services in the Roseland School District, including vision, hearing and vaccination screening, as well as ensuring that all students have access to health care.

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
February 29, 2020

NOTE 1 - GENERAL (concluded)

Organization (continued)

- *Dental Days at WIC* – include preventive dental visits, referrals to dentists for children with cavities, parental education and one-on-one individual instruction on how to care for their children’s teeth.
- *Give Kids A Smile Day!* – An annual event that takes place during the first weekend in February, to provide free dental services to underprivileged children in Sonoma County between the ages of 0 to 18.
- *School Smile Program* – School-based dental health prevention program that provides fluoride application, dental sealant placement on eligible teeth, dental health education, referral for needed treatment and case management.

Community Engagement and Youth Program – Provides opportunities for community and civic engagement among low-income youth, families and residents in order to achieve academic, social, and economic success. Community Engagement and Youth Program includes the following:

- *Youth Civic Engagement Program (YCEP)* – Leadership program for youth ages 13 to 24, focusing on youth Civic Engagement.
- *Padres Unidos* – A sixteen week Spanish language parent training program designed specifically for the parents’ strong-willed and out-of-control teenagers.

Education (School Readiness) Program – Provides learning opportunities for children and their families that will enhance their ability to achieve academic success and break the cycle of poverty. Education includes the following:

- *AVANCE* – Spanish-speaking parent education program teaching parenting skills and encouraging parents as their child’s first teacher, to expand their vision for their own and their children’s future.
- *Pasitos Playgroups* – Prepares young children aged 2 to 4 years old to be successful in school with activities that build language, early literacy, fine motor skills and social ability.
- *Via Esperanza Centro de Educación* – Located at Lewis School, the project provides opportunities for parents and children to succeed through Early Childhood Education Classes and Playgroups, Parent Education, Financial Literacy Education, Counseling and Case Management.

Administration Services – Represents management and general expenses, indirect costs, and the administrative cost portion of program services.

CAPSC receives its principal funding from the United States Department of Health & Human Services, the United States Department of Agriculture, and the United States Department of Housing and Urban Development and accordingly, operates under the guidelines and regulations of these funding sources.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Basis of Accounting

The financial statements and records of CAPSC are prepared on the accrual basis of accounting and, therefore, include all support and revenues when earned and all expenses when incurred, regardless of whether the support and revenues or expenses were received or paid as of the end of a period. Grants are recognized as support when earned in accordance with the terms of each grant or agreement.

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
February 29, 2020

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. New Accounting Pronouncements

Financial Accounting Standards Board (“FASB”) Accounting Standards Update (“ASU”) No. 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements for Not-for-Profit Entities*. This guidance is intended to improve the net asset classification requirements and the information presented in the financial statements and notes about a not-for-profit organization’s liquidity, financial performance, and cash flows. Main provisions of this guidance include: presentation of two classes of net assets versus the previously required three; recognition of capital gifts for construction as a net asset without donor restrictions when the associated long-lived asset is placed in service; recognition of underwater endowment funds as a reduction in net assets with donor restrictions; and reporting investment income net of external and direct internal investment expenses.

The guidance also enhances disclosures for board designated amounts, compositions of net assets with donor restrictions and how the restrictions affect the use of resources, qualitative and quantitative information about the liquidity and availability of financial assets to meet general expenditures within one year of the balance sheet date, and expenses by both their natural and functional classification, including methods used to allocate costs among program and support functions and underwater endowments.

C. Description of Net Assets

Without Donor Restrictions is defined as that portion of net assets that has no use or time restrictions. CAPSC’s bylaws include a variance provision giving the Board of Directors the power to modify any restriction or condition on the distribution of funds for any specified charitable purpose or to specified organizations if, in the sole judgment of the Board of Directors (without the necessity of the approval of any other party), such restriction or condition becomes, in effect, unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community or area served. Based on that provision, CAPSC classifies contributions, except as noted below, as without donor restriction for financial statement presentation.

With Donor Restrictions is defined as that portion of net assets that consist of a restriction on the specific use or the occurrence of a certain future event. Contributions unconditionally promised, including irrevocable planned gifts, which are scheduled to be received more than one year in the future, are recorded at fair value, classified as with donor restrictions until the funds are received, and are discounted at a rate commensurate with the risks involved. Net assets consisting of the initial fair value of the gifts where the donor has specified that the assets donated are to be retained in an endowment, providing a permanent source of revenue for charitable purposes are classified as with donor restrictions. The accumulation of assets, above historic gift value, in donor restricted endowment funds is classified as with donor restrictions until appropriated for use based on CAPSC’s spending policy. CAPSC also receives grants from charitable foundations and local agencies for initiatives and special projects for which purpose restrictions apply. Such grants and contributions are recorded as with donor restrictions until the purpose restrictions are met. When the purpose restriction is accomplished, with donor restrictions net assets are reclassified to without donor restrictions net assets and reported as net assets released from restrictions.

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
February 29, 2020

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Description of Net Assets (concluded)

With donor restricted funds as of February 28 were available for the following purposes:

Program activities	Beginning Balance	Contributions	Releases	Ending Balance
Subject to Expenditures for specific purpose:				
Housing	\$ 2,000	\$ 58,271	\$ 60,271	\$ -
Financial Stability	67,431	45,718	39,404	73,745
Head Start/Early Head Start program*	11,661	13,822	22,819	2,664
Health services program	118,528	49,843	95,680	72,691
Community engagement programs	50,355	14,334	53,110	11,579
Emergency disaster relief program	42,655	34,671	53,375	23,951
Education (School readiness)	125,877	177,095	175,538	127,434
Other	<u>9,854</u>	<u>3,613</u>	<u>1,176</u>	<u>12,291</u>
Total	<u>\$ 428,361</u>	<u>\$ 397,367</u>	<u>\$ 501,373</u>	<u>\$ 324,355</u>

*Head Start/Early Head Start program has a beginning balance of \$765,041 but was adjusted to \$11,661 due to ASU-2016-14. At March 1, 2019 \$753,380 of Head Start/Early Head Start fixed assets was reclassifying as Net assets without donor restriction.

D. Cash and Cash Equivalents

For purposes of reporting the statement of cash flows, cash and cash equivalents include cash on deposit with financial institutions and highly liquid debt instruments purchased with maturities of three months or less.

Cash that is considered as an investment of CAPSC is not included as part of cash and cash equivalents for the purpose of the statement of cash flows.

E. Investments

Investments consisting of certificates of deposit, money market funds, fixed income obligations and equities are recorded at their estimated fair market value based on quoted market values. Interest and dividend income is recognized as it is earned.

F. Fixed Assets

Fixed assets are stated at cost and depreciation is computed on the straight-line basis of accounting over the estimated useful lives of the assets. The aggregate cost of assets over \$5,000 acquired through unrestricted grant resources is capitalized in the statement of financial position.

Assets acquired through grant resources are considered to be owned by the grantor while such assets are in use under the funded program, or while they are being used for a similar program. Any disposition of restricted assets or any funds derived therefrom are subject to grant regulations. Total fixed assets acquired through grant resources for the fiscal years ended February 29, 2020 and February 28, 2019, net of accumulated depreciation, amounted to \$675,420 and \$753,380, respectively.

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
February 29, 2020

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

G. Debt Issuance Costs

Debt issuance costs are stated at cost and amortization is computed on the straight-line basis of accounting over the life of the loans. Amortization expense for the years ended February 29, 2020 and February 28, 2019 totaled \$480 and \$478, respectively.

H. Revenue Recognition

Contributions are recognized at their fair value when the donor makes an unconditional promise to give to CAPSC. Contributions restricted by the donor are reported as an increase in without donor restrictions if the restriction is released in the same reporting period in which the support is received. All other contributions with donor restrictions are reported as an increase in with donor restrictions, depending on the nature of the restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), with donor restrictions are reclassified to without donor restrictions and reported in the statement of activities as net assets released from restrictions.

Government grants and revenue are recognized when CAPSC incurs expenditures related to the required services. Amounts billed or received in advance are recorded as contract advances and deferred revenue until the related services are performed. Amounts due CAPSC for services performed at February 29, 2020 and February 28, 2019 are included in accounts receivable.

CAPSC accrued \$23,389 and \$16,843 for an uncollectible receivable at February 29, 2020 and 2019. It is the opinion of management that it is highly probable that the remaining receivables will be collected. This is based on previous experiences and management's analysis and assurances made by the staff.

I. Donated Services

Donated services are recognized as contributions in accordance with FASB ASC 958, *Accounting for Contributions and Presentation of Financial Statements*, 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 CAPSC. Volunteers also provided services that are not recognized as contributions in the financial statements since the recognition criteria under FASB ASC 958 were not met.

The Head Start Program requires 20% of the total expenses to be provided by the sponsor and participants in the program. To comply with this requirement, CAPSC has developed a reporting system to determine all in-kind contributions, which consist primarily of parent volunteer services valued at a nominal hourly rate, to the Head Start Program. The value of Head Start in-kind contributions for the fiscal years ended February 29, 2020 and February 28, 2019 of \$1,495,551 and \$1,355,598 has not been reflected in the financial statements.

J. Cost Allocation Policy

The costs of providing the various programs and other activities have been summarized on a functional basis in the accompanying statement of activities. Charging of costs will be determined on the basis of whether that expense is a direct cost or indirect (allocable) cost. Direct cost expenses will be charged directly to the grant or project and specific cost category. Expenses related to more than one function are charged to program services on the ratio of total program shared direct expenses. Indirect costs represent administrative costs recorded in the general administration fund which are allocable to all programs as indirect administrative costs per the rate approved by the U.S. Department of Health and Human Services.

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
February 29, 2020

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (concluded)

K. Fundraising Expenses

Fundraising expenses are recognized when incurred, regardless of the campaign year to which they relate.

L. Use of Estimates

The financial statements have been prepared in conformity with U.S. Generally Accepted Accounting Principles and, as such, include amounts based on informed estimates and judgments of management with consideration given to materiality. Actual results could differ from those estimates.

M. Risk Management

CAPSC is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which CAPSC carries commercial insurance.

N. Contingencies

CAPSC's grants and contracts are subject to inspection and audit by the appropriate governmental funding agency. The purpose of such audits is to determine whether program funds were used in accordance with their respective guidelines and regulations. The potential exists for disallowance of previously funded program costs. The ultimate liability, if any, which may result from these governmental audits cannot be reasonably estimated and, accordingly, CAPSC has made no provisions for the possible disallowance of program costs on its financial statements.

O. Concentrations

CAPSC receives a substantial amount of revenue for its programs from the U.S. Department of Health & Human Services. During the years ended February 29, 2020 and February 28, 2019, CAPSC received \$7,165,857 and \$6,966,774, which amounts to 61% and 62% of total revenue for the fiscal years ended February 29, 2020 and February 28, 2019, respectively.

NOTE 3 - INCOME TAXES

CAPSC is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code. CAPSC is also exempt from California franchise taxes under Section 23701(d) of the Revenue and Taxation Code and, therefore, has made no provision for Federal or California income taxes. Contributors, donors and grantors may obtain tax benefits. In addition, CAPSC has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a) of the Code.

CAPSC adopted the recognition requirements for uncertain income tax positions as required by Generally Accepted Accounting Principles, with no cumulative effect adjustment required. Income tax benefits are recognized for income tax positions taken or expected to be taken in a tax return, only when it is determined that the income tax position will more-likely-than-not be sustained upon examination by taxing authorities. CAPSC has analyzed tax positions taken for filing with the Internal Revenue Service and all state jurisdictions where it operates. CAPSC believes that income tax filing positions will be sustained upon examination and does not anticipate any adjustments that would result in a material adverse effect on CAPSC's financial condition, results of operations or cash flows. Accordingly, CAPSC has not recorded any reserves, or related accruals for interest and penalties for uncertain income tax positions at February 29, 2020.

Community Action Partnership of Sonoma County

NOTES TO FINANCIAL STATEMENTS

February 29, 2020

NOTE 3 - INCOME TAXES (concluded)

CAPSC is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. CAPSC's policy is to classify income tax related interest and penalties in interest expense and other expenses, respectively.

NOTE 4 - CASH

Cash balances at February 29, 2020 and February 28, 2019 are as follows:

	<u>2020</u>	<u>2019</u>
Unrestricted:		
Exchange Bank checking	\$ 926,261	\$ 485,268
Exchange Bank money market account	439,864	388,611
Paypal	(21)	8,011
Petty cash	3,409	4,312
Restricted cash:		
First five – Exchange Bank	100,000	-
HCA Account – WestAmerica	21,736	43,206
IDA Account – Exchange Bank	-	7,395
Total cash and cash equivalents	<u>\$ 1,491,249</u>	<u>\$ 936,803</u>

At February 29, 2020 and February 28, 2019, the respective bank balances were \$1,710,560 and \$1,145,827 of which \$282,956 and \$370,170 were insured under the Federal Deposit Insurance Corporation (FDIC), respectively. The remaining bank balances of \$1,427,604 and \$775,657 at February 29, 2020 and February 28, 2019, were uninsured and held by the financial institutions in CAPSC's name. It is the opinion of management that the solvency of the financial institutions is not of particular concern at this time.

NOTE 5 - LIQUIDITY AND FUNDS AVAILABLE

The following table reflects CAPSC's financial assets as of February 29, 2020, reduced by amounts not available for general expenditure within one year. Financial assets are considered unavailable when illiquid or not convertible to cash within one year, trust assets, assets held for others, endowments and accumulated earnings net of appropriations within one year and board designated endowments. These board designations could be drawn upon if the board approves that action.

<u>Financial assets</u>	
Cash and cash equivalents	\$ 929,649
Investments	439,864
Restricted accounts	121,736
Grants and contracts receivable, net of allowance for uncollectible accounts	<u>894,895</u>
Total financial assets as of February 28, 2020	<u>2,386,144</u>

Less those unavailable for general expenditures within one year due to:

Restricted account	(121,736)
Deferred revenue	(1,083,055)
With donor restrictions	<u>(324,355)</u>
Financial assets available to meet cash needs for general expenditures	<u>\$ 856,998</u>

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
February 29, 2020

NOTE 6 - GRANTS/CONTRACTS RECEIVABLE

Grants/contracts receivable at February 28 consisted of the following:

	<u>2020</u>	<u>2019</u>
U.S. DHHS – Head Start and Early Head Start	\$ 212,717	\$ 768,171
U.S. Dept of Treasury – United Way	25,643	13,923
California Community Service Development – CSBG grant	248,518	184,154
California Department of Education – CACFP Food Program	66,504	63,110
California Department of Health Care Services	-	-
First 5 Sonoma County	22,298	104,731
County of Sonoma	16,484	20,975
Santa Rosa City School	17,500	70,000
Roseland School District	71,321	123,831
City of Santa Rosa	48,912	15,541
Healdsburg Unified School District	-	-
Kaiser Permanente	-	-
HCA	31,685	34,041
John Muir Charter School	66	66
Bay Area Council of Economic Institute	-	20,000
Catholic Charities of the Diocese of Santa Rosa	101,652	63,038
Office of Child Abuse Prevention	50,184	82,029
Other	<u>4,800</u>	<u>51,027</u>
Subtotal	918,284	1,614,637
Less allowance for doubtful accounts	<u>(23,389)</u>	<u>(16,843)</u>
Total	<u>\$ 894,895</u>	<u>\$ 1,597,794</u>

NOTE 7 - FIXED ASSETS

Fixed assets as of February 28 were as follows:

	<u>2020</u>	<u>2019</u>
Land	\$ 554,706	\$ 554,706
Buildings and improvements	5,020,612	5,020,612
Leasehold improvements	984,256	984,256
Furniture and equipment	105,896	105,896
Vehicle	<u>382,077</u>	<u>382,077</u>
Subtotal	7,047,547	7,047,547
Less accumulated depreciation	<u>(3,585,939)</u>	<u>(3,348,522)</u>
Total fixed assets, net of accumulated depreciation	<u>\$ 3,461,608</u>	<u>\$ 3,699,025</u>

Depreciation expense was \$237,417 and \$267,547, for the years ended February 29, 2020 and February 28, 2019, respectively.

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
 February 29, 2020

NOTE 8 - ACCRUED VACATION

Accumulated unpaid employee vacation benefits are recognized as liabilities of CAPSC. The amount of accrued vacation was \$192,306 and \$199,719 as of February 29, 2020 and February 28, 2019, respectively.

NOTE 9 - CONTRACT ADVANCES AND DEFERRED INCOME

Contract advances and deferred income as of February 28 consisted of the following:

	2020	2019
Emergency Disaster Relief – Foundation grants & donations	\$ 628,422	\$ 450,556
California Department of Community Services – CSBG and CSBG discretionary grant	-	11,220
HS-EHS Program - First 5 Sonoma County Commission	103,697	174,220
Financial Stability Program – Foundation grants	37,042	38,423
Housing – Foundation grants	24,182	15,227
Community Engagement Program – City of Santa Rosa	1,398	1,398
Community Engagement Program – Foundation grants	6,782	32,751
School Readiness – Foundation grants	277,869	334,193
Education – San Francisco Foundation	342	28,493
Other	3,321	21,716
Total	\$ 1,083,055	\$ 1,108,197

NOTE 10 - LINE OF CREDIT

CAPSC had a \$300,000 revolving line of credit with a bank. The fee is \$750 annually, with interest payable monthly on the outstanding balance at a variable interest rate, currently at 0%, expiring July 1, 2021. The outstanding balance at February 29, 2020 and February 28, 2019 was \$-0- and \$-0-, respectively.

NOTE 11 - NOTES PAYABLE

The summary of notes payable at February 28 is as follows:

	2020	2019
<u>Forgivable loans:</u>		
First 5 Sonoma County - Starr Rd	\$ 2,272	\$ 29,532
National Bank of the Redwoods/WestAmerica – Aston Ave	-	60,000
Total forgivable loans	2,272	89,532
 <u>Non-forgivable loans:</u>		
<u>Mortgage loans:</u>		
Exchange Bank - Star Rd #1	303,667	310,531
Exchange Bank - Star Rd #2	70,923	72,514
Luther Burbank Savings - Earle St #1	147,492	157,542
Luther Burbank Savings - Giffen #1	93,582	98,597
WestAmerica Bank 2008 - Aston Ave #5	324,143	346,800

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
February 29, 2020

NOTE 11- NOTES PAYABLE (continued)

Deferred loans:

*Housing Authorities of City of Santa Rosa 1998 - Earle St #2	175,000	175,000
*Housing Authorities of City of Santa Rosa 1999 - Earle St #3	37,456	37,626
*Housing Authorities of City of Santa Rosa 1998 - Giffen #2	143,886	143,886
Sonoma County Community Development 2000 - Giffen #3	143,343	143,343
*Housing Authorities of City of Santa Rosa 1987 - Chanate #1	23,700	23,700
*Housing Authorities of City of Santa Rosa 2005 - Chanate #2	145,458	145,458
*Housing Authorities of City of Santa Rosa 2002 - Aston #1	5,481	5,481
*Housing Authorities of City of Santa Rosa 2002 - Aston #2	111,000	111,000
*Housing Authorities of City of Santa Rosa 2002 - Aston #3	311,416	311,416
*Housing Authorities of City of Santa Rosa 2007 - Aston #4	<u>130,174</u>	<u>130,174</u>
Total non-forgivable loans	<u>2,166,721</u>	<u>2,213,068</u>
Total notes payable	2,168,993	2,302,600
Less current portion	<u>(58,015)</u>	<u>(68,975)</u>
Total, net of current portion	<u>\$ 2,110,978</u>	<u>\$ 2,233,625</u>

Contingent payments for all of the notes payable are as follows:

Fiscal Year Ending February 28:

2021 (current portion)	\$ 55,743
2022	59,067
2023	62,598
2024	66,350
2025	70,335
Thereafter	<u>1,852,628</u>
Total	<u>\$ 2,166,721</u>

Notes expected to be forgiven at maturity are as follows:

Fiscal Year Ending February 28:

2021 (current portion)	<u>\$ 2,272</u>
Total	<u>\$ 2,272</u>

Total interest paid and accrued on all notes payable was \$83,491 and \$97,599 for the fiscal years ended February 29, 2020 and February 28, 2019, respectively. Total interest accrued on deferred loans was \$666,278 and \$636,133 at February 29, 2020 and February 28, 2019, respectively.

*The term of deferred loans due to Housing Authority of City of Santa Rosa will likely be extended up to 30 years at maturity.

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
February 29, 2020

NOTE 11 - NOTES PAYABLE (continued)

Forgivable Loans

First 5 Sonoma County – Starr Rd

In April 2010, CAPSC obtained a note payable in the amount of \$272,600 from County of Sonoma Children and Families Commission. The note is non-interest bearing and is scheduled to be forgiven over a period of 10 years with effect from April 1, 2010 to March 31, 2019. The forgiveness of the note is contingent upon CAPSC's compliance with the issuer's requirements. As of February 29, 2020 and February 28, 2019, the outstanding balance was \$2,272 and \$29,532, respectively.

National Bank of the Redwoods/WestAmerica – Aston Ave

In February 2005, CAPSC obtained a note payable in the amount of \$60,000, which is secured by a deed of trust of real property located on Aston Avenue, Santa Rosa, California. The note is non-interest bearing and is forgiven in February 2020. The forgiveness of the note is contingent upon CAPSC's compliance with the issuer's requirements. As of February 29, 2020 and February 28, 2019, the outstanding balance was \$0 and \$60,000, respectively.

Mortgage Loans

Exchange Bank – Star Rd #1

In August 2008, CAPSC obtained a note payable in the amount of \$365,047 with Exchange Bank, which is secured by a deed of trust of real property. The note bears an interest rate at 5.00% as of February 29, 2020. The note is payable in monthly installments of \$1,853 through November 1, 2026. As of February 29, 2020 and February 28, 2019, the outstanding balance was \$303,667 and \$310,531, respectively.

Exchange Bank – Star Rd #2

In August 2008, CAPSC obtained a note payable in the amount of \$84,953 with Exchange Bank, which is secured by a deed of trust of real property. The note bears an interest rate at 5.00% as of February 29, 2020. The note is payable in monthly installments of \$436 through November 1, 2026. As of February 29, 2020 and February 28, 2019, the outstanding balance was \$70,923 and \$72,514, respectively.

Luther Burbank Savings – Earle St #1

In May 2003, CAPSC obtained a note payable in the amount of \$280,000 with Luther Burbank Savings, which is secured by a deed of trust of real property. The note bears an interest rate at 6.00%. The note is payable in monthly installments of \$1,679 through October 1, 2029. As of February 29, 2020 and February 28, 2019, the outstanding balance was \$147,492 and \$157,542, respectively.

Luther Burbank Savings - Giffen #1

In April 2000, CAPSC obtained a \$147,000 loan secured by deed of trust of real property located on Giffen Avenue, Santa Rosa, California. The loan has an annual interest rate of 8.83%, with monthly payments of principal and interest in the amount of \$1,165, and matures on April 1, 2030. As of February 29, 2020 and February 28, 2019, the outstanding principal on the note was \$93,582 and \$98,597, respectively.

WestAmerica Bank 2008 - Aston Ave #5

In March 2006, CAPSC obtained a note payable in the amount of \$545,000 with WestAmerica Bank, which is secured by a deed of trust of real property located on Aston Avenue, Santa Rosa, California. The note bears an interest rate at 7.00%. The note is payable in monthly installments of \$3,361 through August 2030. As of February 29, 2020 and February 28, 2019, the outstanding balance was \$324,143 and \$346,800, respectively.

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
February 29, 2020

NOTE 11 - NOTES PAYABLE (continued)

Deferred Loans

Department of Housing & Community Dev 1998 and 1999 revision (Earle Street #2 and #3)

In December 1998, CAPSC purchased a property on Earle Street, Santa Rosa, California. To finance the purchase, CAPSC obtained a note payable in the amount of \$175,000 with the HASR, which is secured by a deed of trust of real property. In May 1999 the promissory note was revised to include an additional \$37,626. The interest rate of 3% is accrued in annual installments of interest only through May 2029 with a final payment of principal and accrued interest due at that date. At February 29, 2020 and February 28, 2019, the outstanding combined principal was \$212,456 and \$212,626 and accrued interest was \$133,721 and \$128,278, respectively.

Housing Authorities of City of Santa Rosa 1998 - Giffen #2

In September 1998, CAPSC obtained a \$143,886 loan secured by deed of trust of real property located on Giffen Avenue, Santa Rosa, California. The interest rate of 3% is accrued in annual installments of interest only through September 2028, with a final payment of principal and accrued interest due at that time. At February 29, 2020 and February 28, 2019, the outstanding principal was \$143,886 and the amount of accrued interest was \$86,926 and \$88,484, respectively.

Sonoma County Community Development 2000 - Giffen #3

In January 2000, CAPSC obtained a \$143,343 note secured by deed of trust of real property located on Giffen Avenue, Santa Rosa, California. The interest rate of 3% is accrued annually through January 2030, with a final payment of principal and accrued interest due at that time. At February 29, 2020 and February 28, 2019, the outstanding combined principal was \$143,343 and the amount of accrued interest was \$86,701 and \$82,389, respectively.

Housing Authorities of City of Santa Rosa 1987 - Chanate #1

In April 1987, CAPSC obtained a \$23,700 note secured by deed of trust of real property located on Chanate Road, Santa Rosa, California. The annual interest rate of 3% was accrued annually through June 1, 1992 when a final payment of principal and accrued interest was due. Prior to the maturity date this note was renegotiated and the new maturity date is in March 2035. At February 29, 2020 and February 28, 2019, the outstanding principal was \$23,700 and the amount of accrued interest was \$23,377 and \$22,664, respectively.

Housing Authorities of City of Santa Rosa 2005 - Chanate #2

In March 2005, CAPSC obtained a \$145,458 note secured by deed of trust of real property located on Chanate Road, Santa Rosa, California. The annual interest rate of 3% is accrued annually through March 2035, with a final payment of principal and accrued interest due at that time. At February 29, 2020 and February 28, 2019, the outstanding principal was \$145,458 and the amount of accrued interest was \$65,313 and \$60,937, respectively.

Housing Authorities of City of Santa Rosa 2002 - Aston #1, Aston #2, Aston #3

In December 2002, CAPSC obtained a \$427,897 note secured by deed of trust of real property located on Aston Avenue, Santa Rosa, California. The funds for the note came from two sources: \$311,416 received from HOME-CHDO funds was for predevelopment and development costs of 10 new apartment units for transitional housing, \$111,000 from CDBG funds was for the purchase price of the property, \$5,481 received from HOME-CHDO funds was a conversion of a grant in 1994 by Housing Authority to a loan secured by the deed of trust when CAPSC acquired the title to real property. The annual interest rate of 3% is accrued annually through December 2032, with a final payment of principal and accrued interest due at that time. At February 29, 2020 and February 28, 2019, the outstanding principal was \$427,897 and the amount of accrued interest was \$220,478 and \$207,606, respectively.

Community Action Partnership of Sonoma County
NOTES TO FINANCIAL STATEMENTS
February 29, 2020

NOTE 11 - NOTES PAYABLE (concluded)

Housing Authorities of City of Santa Rosa 2007 - Aston #4

In June 2007, CAPSC obtained a \$130,174 note secured by deed of trust of real property located on Aston Avenue, Santa Rosa, California. The annual interest rate of 3% is accrued annually through January 2037, with a final payment of principal and accrued interest due at that time. At February 29, 2020 and February 28, 2019, the outstanding principal was \$130,174 and the amount of accrued interest was \$49,762 and \$45,900, respectively.

NOTE 12 - EMPLOYEE BENEFIT PLAN

CAPSC has an Internal Revenue Code Section 401(k) salary deferred and profit sharing plan covering all of its employees who are at least 21 years old, have completed one year of service and have worked at least 1,000 hours during the 12-months immediately following their date of hire or during any plan year beginning after their date of hire. CAPSC may make discretionary matching and profit sharing contributions to the plan. For the years ended February 29, 2020 and February 28, 2019, CAPSC's contribution expense was \$144,063 and \$131,527, respectively.

NOTE 13 - COMMITMENTS AND CONTINGENCIES

Operating leases

CAPSC leases various facilities under operating leases with various terms. In May 2016, CAPSC sold its main office building on Dutton Ave and signed a 7-year lease agreement for its fiscal office location on Stony Circle, Santa Rosa, California.

Including the lease commitment for the new office location, future minimum payments, by year, and in the aggregate, under non-cancellable leases with initial or remaining terms of one year or more consist of the following:

Fiscal Year Ending February 28:

2021	\$	432,503
2022		379,844
2023		381,451
2024		<u>63,770</u>
Total	\$	<u>1,257,568</u>

Rent expense under operating leases for the years ended February 29, 2020 and February 28, 2019 was \$552,212 and \$506,571, respectively.

NOTE 14 - COMPARATIVE FINANCIAL INFORMATION

The financial statements include certain 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 CAPSC's financial statements for the year ended February 28, 2019, from which the summarized information was derived.

Community Action Partnership of Sonoma County

NOTES TO FINANCIAL STATEMENTS

February 29, 2020

NOTE 15 - RECLASSIFICATIONS

Certain amounts in the February 28, 2019 financial statements have been reclassified to conform to the February 29, 2020 presentation. These reclassifications have no effect on the change in net assets as previously reported.

NOTE 16 - SUBSEQUENT EVENT - CORONAVIRUS PANDEMIC

In December 2019, an outbreak of a novel strain of coronavirus (COVID-19) began to spread among various countries, including the United States. On March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic. In addition, multiple jurisdictions in the U.S., including California, have declared a state of emergency and issued shelter-in-place orders in response to the outbreak. The immediate impact to the Organization's operations includes restrictions on employees' and volunteers' ability to work, and it is anticipated that the impacts from this pandemic will continue for some time. As of the report date, the financial impact of the coronavirus outbreak cannot be measured.

CAPSC has evaluated events and transactions for potential recognition or disclosure through October 1, 2020, the date the financial statements were available to be issued.

COMBINING SCHEDULE OF ACTIVITIESHEAD START AND EARLY HEAD START PROGRAM

For the Year Ended February 29, 2020

	Grant No. 09CH9187-05-05		
	Head Start*	Early Head Start*	Total
Revenues:			
Government contracts	\$ 5,378,303	\$ 1,262,310	\$ 6,640,613
Child care food program	204,298	36,053	240,351
Other revenue	100,347	-	100,347
In-kind revenue	<u>1,252,273</u>	<u>242,587</u>	<u>1,494,860</u>
Total revenues	<u>6,935,221</u>	<u>1,540,950</u>	<u>8,476,171</u>
Expenses:			
Salaries	2,970,945	792,424	3,763,369
Payroll taxes	261,508	81,495	343,003
Worker's compensation	84,658	28,728	113,386
Employee benefits	406,183	127,252	533,435
Professional fees	71,907	8,337	80,244
Facilities and communication	141,944	8,644	150,588
Occupancy	444,051	34,986	479,037
Tools and equipment	93,705	1,178	94,883
Vehicle and equipment maintenance	39,611	385	39,996
Building repairs & maintenance	62,932	62	62,994
Miscellaneous	9,938	1,546	11,484
Program supplies	107,525	19,473	126,998
Insurance	47,772	5,529	53,301
Employee development	35,987	4,144	40,131
Travel	30,086	13,298	43,384
Conference and meetings	17,375	5,283	22,658
Printing & publications	3,408	299	3,707
Office supplies	8,597	1,104	9,701
Equipment rental	6,306	-	6,306
In-kind expenses	1,252,964	242,587	1,495,551
Food service supplies	202,437	18,568	221,005
Indirect cost allocation	<u>636,284</u>	<u>145,631</u>	<u>781,915</u>
Total expenses	<u>6,936,123</u>	<u>1,540,953</u>	<u>8,477,076</u>
Change in net assets	(902)	(3)	(905)
Net assets, beginning of period	<u>-</u>	<u>-</u>	<u>-</u>
Net assets, end of period	<u>\$ (902)</u>	<u>\$ (3)</u>	<u>\$ (905)</u>

* Includes In-kind revenue and expenses which are not recognized in the financial statements.

Community Action Partnership of Sonoma County
DHHS SCHEDULE OF REVENUE AND EXPENSES
HEAD START AND EARLY HEAD START PROGRAM

Schedule 2

Grant No. 09CH9187-05-05

For the Period March 1, 2019 through February 29, 2020

	Audited Costs*	Audited Costs* Early Head Start	Total Audited Costs*	Total Budgets
Revenues:				
U.S. Dept. of Health & Human Services	\$ 5,268,703	\$ 1,262,310	\$ 6,531,013	\$ 7,013,841
Child care food program	204,298	36,053	240,351	-
Other revenue - CSBG	109,600	-	109,600	-
Other revenue	100,347	-	100,347	-
In-kind revenue	<u>1,252,273</u>	<u>242,587</u>	<u>1,494,860</u>	<u>953,462</u>
Total revenues	<u>6,935,221</u>	<u>1,540,950</u>	<u>8,476,171</u>	<u>7,967,303</u>
Expenses:				
Personnel	2,970,945	772,367	3,743,312	3,685,529
Fringe benefits	752,349	237,474	989,823	994,493
Travel	21,021	12,774	33,795	30,682
Equipment	17,848	-	17,848	97,848
Supplies	283,335	32,626	315,961	256,029
Contractual	72,250	7,422	79,672	76,000
Facilities/construction	70,523	-	70,523	-
Other	658,015	70,347	728,362	992,700
Food service supplies	201,280	19,725	221,005	-
In-kind expenses	1,252,273	242,587	1,494,860	953,462
Indirect costs	<u>636,284</u>	<u>145,631</u>	<u>781,915</u>	<u>880,560</u>
Total expenses	<u>6,936,123</u>	<u>1,540,953</u>	<u>8,477,076</u>	<u>7,967,303</u>
Revenue over (under) expenses	<u>\$ (902)</u>	<u>\$ (3)</u>	<u>\$ (905)</u>	<u>\$ -</u>

* Revenue and expenses include in-kind of \$1,355,598 which is not recognized in the financial statements.

Community Action Partnership of Sonoma County
DEPT OF CSD SCHEDULE OF REVENUE AND EXPENSES
 Contract No.19F-4046 (CSBG ADMIN)
 For the Period January 1, 2019 through February 28, 2019

Schedule 3

	1/1/2019 through 2/28/2019	3/1/2019 through 12/31/2019	Total Audited Costs	Total Reported Expenses	Total Budgets
Revenues:					
Contract revenue	\$ 83,370	\$ 365,320	\$ 448,690		\$ 448,690
Other revenue	-	-	-		-
Total revenues	<u>\$ 83,370</u>	<u>\$ 365,320</u>	<u>\$ 448,690</u>		<u>\$ 448,690</u>
Expenses:					
Administrative costs:					
Salaries and wages	\$ 11,785	\$ 66,944	\$ 78,729	\$ 78,729	\$ 76,873
Fringe benefits	1,609	15,095	16,704	16,704	18,560
Operating expenses	20,373	907	21,280	21,280	20,103
Equipment	-	2,000	2,000	2,000	2,000
Out-of-State travel	668	11,332	12,000	12,000	12,000
Contract/consultant services	2,470	6,216	8,686	8,686	8,686
Other costs	5,831	20,589	26,420	26,420	27,597
Subtotal administrative costs	<u>42,736</u>	<u>123,083</u>	<u>165,819</u>	<u>165,819</u>	<u>165,819</u>
Program costs:					
Salaries and wages	23,821	146,710	170,531	170,531	170,531
Fringe benefits	6,265	35,534	41,799	41,799	46,444
Operating expenses	4,390	24,254	28,644	28,644	24,000
Out-of-State travel	655	4,345	5,000	5,000	5,000
Subcontractor/consultant services	-	-	-	-	-
Other costs	5,503	31,394	36,897	36,897	36,896
Subtotal program costs	<u>40,634</u>	<u>242,237</u>	<u>282,871</u>	<u>282,871</u>	<u>282,871</u>
Total expenses	<u>\$ 83,370</u>	<u>\$ 365,320</u>	<u>\$ 448,690</u>	<u>\$ 448,690</u>	<u>\$ 448,690</u>

Community Action Partnership of Sonoma County
DEPT OF CSD SCHEDULE OF REVENUE AND EXPENSES

Schedule 4

Contract No. 20F-3046 (CSBG ADMIN)

For the Period January 1, 2020 through December 31, 2020

	1/1/2020 through 2/29/2020	Total Audited Costs	Total Reported Expenses	Total Budgets
Revenues:				
Contract revenue	\$ 151,423	\$ 151,423		\$ 448,690
Other revenue	-	-		-
Total revenues	<u>\$ 151,423</u>	<u>\$ 151,423</u>		<u>\$ 448,690</u>
Expenses:				
Administrative costs:				
Salaries and wages	\$ 15,541	\$ 15,541	\$ 15,541	\$ 76,873
Fringe benefits	1,982	1,982	1,982	18,560
Operating expenses	1,513	1,513	1,513	20,103
Equipment	-	-	-	2,000
Out-of-State travel	3,313	3,313	3,313	12,000
Contract/consultant services	-	-	-	8,686
Other costs	4,220	4,220	4,220	27,597
Subtotal administrative costs	<u>26,569</u>	<u>26,569</u>	<u>26,569</u>	<u>165,819</u>
Program costs:				
Salaries and wages	21,194	21,194	21,194	170,531
Fringe benefits	3,679	3,679	3,679	46,444
Operating expenses	82,948	82,948	82,948	24,000
Out-of-State travel	112	112	112	5,000
Subcontractor/consultant services	-	-	-	-
Other costs	16,921	16,921	16,921	36,896
Subtotal program costs	<u>124,854</u>	<u>124,854</u>	<u>124,854</u>	<u>282,871</u>
Total expenses	<u>\$ 151,423</u>	<u>\$ 151,423</u>	<u>\$ 151,423</u>	<u>\$ 448,690</u>

Community Action Partnership of Sonoma County
DEPT OF CSD SCHEDULE OF REVENUE AND EXPENSES

Schedule 5

Contract No. 20F-3046 (CSBG DISCRETIONARY)
 For the Period January 1, 2020 through December 31, 2020

	1/1/2020 through 2/29/2020	Total Audited Costs	Total Reported Expenses	Total Budgets
Revenues:				
Contract revenue	\$ 32,000	\$ 32,000		\$ 32,000
Other revenue	-	-		-
Total revenues	<u>\$ 32,000</u>	<u>\$ 32,000</u>		<u>\$ 32,000</u>
Expenses:				
Administrative costs:				
Salaries and wages	\$ -	\$ -	\$ -	\$ -
Fringe benefits	-	-	-	-
Operating expenses	-	-	-	-
Equipment	-	-	-	-
Out-of-State travel	-	-	-	-
Contract/consultant services	-	-	-	-
Other costs	-	-	-	-
Subtotal administrative costs	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Program costs:				
Salaries and wages	-	-	-	-
Fringe benefits	-	-	-	-
Operating expenses	28,319	28,319	28,319	28,319
Out-of-State travel	-	-	-	-
Subcontractor/consultant services	-	-	-	-
Other costs	<u>3,681</u>	<u>3,681</u>	<u>3,681</u>	<u>3,681</u>
Subtotal program costs	<u>32,000</u>	<u>32,000</u>	<u>32,000</u>	<u>32,000</u>
Total expenses	<u>\$ 32,000</u>	<u>\$ 32,000</u>	<u>\$ 32,000</u>	<u>\$ 32,000</u>

Community Action Partnership of Sonoma County
DEPT OF CSD SCHEDULE OF REVENUE AND EXPENSES
 Contract No. 18F-5046 (CSBG DISCRETIONARY)
 For the Period January 1, 2019 through December 31, 2019

Schedule 6

	1/1/2019 through 2/28/2019	3/1/2019 through 12/31/2019	Total Audited Costs	Total Reported Expenses	Total Budgets
Revenues:					
Contract revenue	\$ 33,963	\$ 1,037	\$ 35,000		\$ 35,000
Other revenue	-	-	-		-
Total revenues	<u>\$ 33,963</u>	<u>\$ 1,037</u>	<u>\$ 35,000</u>		<u>\$ 35,000</u>
Expenses:					
Administrative costs:					
Salaries and wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe benefits	-	-	-	-	-
Operating expenses	-	-	-	-	-
Equipment	-	-	-	-	-
Out-of-State travel	-	-	-	-	-
Contract/consultant services	-	-	-	-	-
Other costs	-	-	-	-	-
Subtotal administrative costs	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Program costs:					
Salaries and wages	-	-	-	-	-
Fringe benefits	-	-	-	-	-
Operating expenses	21,816	893	22,709	22,709	22,709
Equipment	-	-	-	-	-
Out-of-State travel	-	-	-	-	-
Subcontractor/consultant services	7,500	-	7,500	7,500	7,500
Other costs	4,647	144	4,791	4,791	4,791
Subtotal program costs	<u>33,963</u>	<u>1,037</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
Total expenses	<u>\$ 33,963</u>	<u>\$ 1,037</u>	<u>\$ 35,000</u>	<u>\$ 35,000</u>	<u>\$ 35,000</u>

Community Action Partnership of Sonoma County
DEPT OF CSD SCHEDULE OF REVENUE AND EXPENSES
 Contract No. 19F-4448 (CSBG DISCRETIONARY)
 For the Period June 1, 2019 through May 31, 2020

Schedule 7

	6/1/2019 through 2/29/2020	Total Audited Costs	Total Reported Expenses	Total Budgets
Revenues:				
Contract revenue	\$ 17,508	\$ 17,508		\$ 30,000
Unearned revenue	-	-		-
Total revenues	\$ 17,508	\$ 17,508		\$ 30,000
Expenses:				
Administrative costs:				
Salaries and wages	\$ -	\$ -	\$ -	\$ -
Fringe benefits	-	-	-	-
Operating expenses	-	-	-	-
Out-of-State travel	-	-	-	-
Contract/consultant services	-	-	-	-
Other costs	-	-	-	-
Subtotal administrative costs	-	-	-	-
Program costs:				
Salaries and wages	13,145	13,145	13,145	21,840
Fringe benefits	2,079	2,079	2,079	4,284
Operating expenses	-	-	-	-
Out-of-State travel	-	-	-	-
Subcontractor/consultant services	-	-	-	-
Other costs	2,284	2,284	2,284	3,876
Subtotal program costs	17,508	17,508	17,508	30,000
Total expenses	\$ 17,508	\$ 17,508	\$ 17,508	\$ 30,000

INDEPENDENT AUDITORS' REPORT ON
INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER
MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS

Board of Directors
Community Action Partnership of Sonoma County
Santa Rosa, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Community Action Partnership of Sonoma County, which comprise the statement of financial position as of February 29, 2020, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 1, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Community Action Partnership of Sonoma County's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Community Action Partnership of Sonoma County's internal control. Accordingly, we do not express an opinion on the effectiveness of Community Action Partnership of Sonoma County's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the organization's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Community Action Partnership of Sonoma County's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

R.J. Ricciardi, Inc.

R.J. Ricciardi, Inc.
Certified Public Accountants

San Rafael, California
October 1, 2020

INDEPENDENT AUDITORS' REPORT
ON COMPLIANCE FOR EACH MAJOR
PROGRAM AND ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY THE
UNIFORM GUIDANCE

Board of Directors
Community Action Partnership of Sonoma County
Santa Rosa, California

Report on Compliance for Each Major Federal Program

We have audited Community Action Partnership of Sonoma County's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Community Action Partnership of Sonoma County's major federal programs for the year ended February 29, 2020. Community Action Partnership of Sonoma County's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Community Action Partnership of Sonoma County's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Community Action Partnership of Sonoma County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Community Action Partnership of Sonoma County's compliance.

Opinion on Each Major Federal Program

In our opinion, Community Action Partnership of Sonoma County complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended February 29, 2020.

Report on Internal Control Over Compliance

Management of Community Action Partnership of Sonoma County is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Community Action Partnership of Sonoma County's internal control over compliance with the type of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Community Action Partnership of Sonoma County's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

R. J. Ricciardi, Inc.

R. J. Ricciardi, Inc.
Certified Public Accountants

San Rafael, California
October 1, 2020

Community Action Partnership of Sonoma County
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended February 29, 2020

<u>Grantor/Pass Through Grantor/Program Title</u>	<u>Federal CFDA Number</u>	<u>Pass Through Grantor's Number</u>	<u>Award Amount</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Amount Provided to Sub-recipients</u>
<u>U.S. Department of Agriculture:</u>						
Pass through the California State Department of Education:						
Child Care Food Program (Center)	10.558	49-1781-0	\$ 240,351	\$ 240,351	\$ 240,351	\$ -
Total pass through the California State Department of Education:				<u>240,351</u>	<u>240,351</u>	<u>-</u>
Total U.S. Department of Agriculture				<u>240,351</u>	<u>240,351</u>	<u>-</u>
<u>U.S. Department of Homeland Security:</u>						
Pass through Catholic Charities of California, Inc.						
Disaster Case Management Program July 2018- June 2019	97.088	N/A	47,140	47,140	47,140	-
Disaster Case Management Program July 2019 -June2020	97.088	N/A	61,999	61,999	61,999	-
Total pass through Catholic Charities of California, Inc.				<u>109,139</u>	<u>109,139</u>	<u>-</u>
Total U.S. Department of Homeland Security				<u>109,139</u>	<u>109,139</u>	<u>-</u>
<u>U.S. Department of Treasury:</u>						
Pass through United Way Wine Country						
Volunteer Income Tax Assistance 2017-2018	21.009	N/A	38,000	23,406	23,497	-
Volunteer Income Tax Assistance 2018-2019	21.009	N/A	79,204	25,921	26,304	-
Total pass through United Way Wine Country				<u>49,327</u>	<u>49,801</u>	<u>-</u>
Total U.S. Department of Treasury				<u>49,327</u>	<u>49,801</u>	<u>-</u>
<u>U.S. Department of Health and Human Services:</u>						
Direct awards:						
Head Start and Early Head Start*	93.600	09CH9187-05-05	7,967,303	8,025,873	8,025,873	-
Total direct awards from U.S. Department of Health & Human Services				<u>8,025,873</u>	<u>8,025,873</u>	<u>-</u>
Pass through California Department of Community Services						
Community Services Block Grant	93.569	19F-4046	448,690	365,320	365,320	-
Community Services Block Grant	93.569	20F-3046	448,690	151,423	151,423	-
Community Services Block Grant - Discretionary	93.569	20F-3046	32,000	32,000	32,000	-
Community Services Block Grant - Discretionary	93.569	18F-5046	35,000	1,037	1,037	-
Community Services Block Grant - Discretionary	93.569	19F-4448	30,000	17,508	17,508	-
Your Money Your Goals - CA Department of Social Services	93.669	EE-S-18-20	75,000	28,861	28,861	-
Your Money Your Goals - CA Department of Social Services	93.669	EE-S-18-20	75,000	38,695	38,695	-
Total pass through California Department of Community Services				<u>634,844</u>	<u>634,844</u>	<u>-</u>
Total U.S. Department of Health and Human Services				<u>8,660,717</u>	<u>8,660,717</u>	<u>-</u>
Total federal awards				<u>\$ 9,059,534</u>	<u>\$ 9,060,008</u>	<u>\$ -</u>

*The match in-kind revenue and expenses of \$1,494,860 was not recognized in the financial statements because it did not meet the criteria for recognition under FASB ASC 958.

Community Action Partnership of Sonoma County
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended February 29, 2020

NOTE 1 - BASIS OF PRESENTATION

The Schedule of Expenditures of Federal Awards includes the federal grant activity of Community Action Partnership of Sonoma County and is presented on the accrual basis. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

NOTE 2 - CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBERS

The CFDA numbers included in the accompanying Schedule of Expenditures of Federal Awards were determined based on the program name, review of the award contract, and the Office of Management and Budget's Catalog of Federal Domestic Assistance.

NOTE 3 - INDIRECT COSTS

Community Action Partnership of Sonoma County elected not to use the 10% de minimis cost rate as covered in the Uniform Guidance Part 200.414 Indirect (F&A) Costs.

Community Action Partnership of Sonoma County
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended February 29, 2020

Section I – Summary of Auditors’ Results

1. Type of auditors’ report issued: unmodified
2. Internal control over financial reporting:
 - A. Material weakness(es) identified? no
 - B. Significant deficiencies identified that were not considered to be material weakness(es)? none reported
 - C. Noncompliance material to financial statements noted? no
3. Internal control over major programs:
 - A. Material weakness(es) identified? no
 - B. Significant deficiencies identified that were not considered to be material weakness(es)? none reported
 - C. Type of auditors’ report issued on compliance for major programs: unmodified
 - D. Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance? no
4. Audited as Major Programs:

<u>CFDA Number</u>	<u>Program Name</u>	<u>Expenditures</u>
93.600	Head Start and Early Head Start Program	\$6,531,013
10.558	Child Care Food Program	\$240,351
5. Dollar threshold used to distinguish between type A and type B programs: \$750,000.
6. The auditee qualifies as a low-risk auditee? yes

Section II – Financial Statement Findings

There were no financial statement findings.

Section III – Federal Award Findings and Questioned Costs

There were no federal award findings and questioned costs.

Community Action Partnership of Sonoma County
STATUS OF PRIOR YEAR FINDINGS AND RECOMMENDATIONS
February 29, 2020

Recommendation

Status/Explanation

There were no prior year findings or recommendations.