

FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORTS

SENIORS IN SERVICE OF TAMPA BAY, INC.

December 31, 2023

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## INDEPENDENT AUDITOR'S REPORT

## Board of Directors Seniors in Service of Tampa Bay, Inc.

## **Report on the Audit of the Financial Statements**

## *Opinion*

We have audited the accompanying financial statements of Seniors in Service of Tampa Bay, Inc. (a non-profit organization), which comprise the statement of financial position as of December 31, 2023, and the related statements of activities and changes in net assets, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Seniors in Service of Tampa Bay, Inc. as of December 31, 2023 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***

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Seniors in Service of Tampa Bay, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## ***Responsibilities of Management 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; 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 Seniors in Service of Tampa Bay Inc.'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***

Our 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 our 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 and *Government 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 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 and *Government Auditing Standards*, we:

- 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 Seniors in Service of Tampa Bay, Inc.'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 our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Seniors in Service of Tampa Bay, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are 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 we identified during the audit.

### ***Report on Summarized Comparative Information***

We have previously audited Seniors in Service of Tampa Bay, Inc.'s 2022 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated June 22, 2023. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2022, is consistent, in all material respects, with the audited financial statements from which it has been derived.

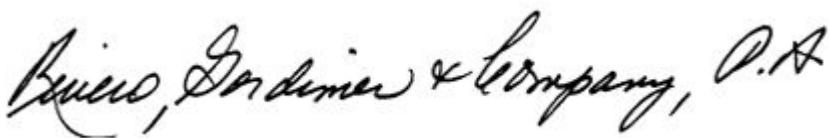
### ***Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations 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 schedule of expenditures of federal awards 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 June 25, 2024 on our consideration of Seniors in Service of Tampa Bay, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and 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 Seniors in Service of Tampa Bay, Inc.'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 Seniors in Service of Tampa Bay, Inc.'s internal control over financial reporting and compliance.

Tampa, Florida  
June 25, 2024

A handwritten signature in black ink that reads "Bailes, Gardiner & Company, P.A." The signature is fluid and cursive, with "Bailes" on the first line, "Gardiner & Company" on the second line, and "P.A." on the third line to the right of "Company".

Seniors in Service of Tampa Bay, Inc.

STATEMENT OF FINANCIAL POSITION

December 31, 2023  
(With comparative total for 2022)

	2023	2022
<b>ASSETS</b>		
Cash and cash equivalents	\$ 76,265	\$ 301,596
Certificate of deposit	112,939	111,403
Grants receivable	501,483	389,401
Other assets	11,896	9,335
 Total current assets	 702,583	 811,735
 Property and equipment, net of accumulated depreciation	 217,151	 241,958
 Right of use asset - operating lease	 23,320	 30,424
 <b>TOTAL ASSETS</b>	 <b>\$ 943,054</b>	 <b>\$ 1,084,117</b>
 <b>LIABILITIES AND NET ASSETS</b>		
Accounts payable	\$ 47,249	\$ 59,141
Accrued expenses	87,727	85,172
Stipends payable	99,917	80,615
Refundable advance	82,433	58,246
Operating lease payable, current portion	7,542	7,104
 Total current liabilities	 324,868	 290,278
 Operating lease payable, net of current portion	 15,778	 23,320
 <b>Total liabilities</b>	 <b>340,646</b>	 <b>313,598</b>
 Net assets		
Without donor restrictions	577,483	691,229
With donor restrictions	24,925	79,290
	<b>602,408</b>	<b>770,519</b>
 <b>TOTAL LIABILITIES AND NET ASSETS</b>	 <b>\$ 943,054</b>	 <b>\$ 1,084,117</b>

The accompanying notes are an integral part of these statements.

Seniors in Service of Tampa Bay, Inc.

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

For the year ended December 31, 2023  
(With comparative total for 2022)

	2023			
	Without donor restrictions	With donor restrictions	Total	2022
Revenues and other support				
Federal grants	\$ 2,103,153	\$ -	\$ 2,103,153	\$ 1,997,141
Contributions and other program income	1,162,859	49,851	1,212,710	1,159,217
United Way of Tampa Bay	105,000	-	105,000	76,700
Interest income	1,541	-	1,541	3,568
In-kind contributions	321,476	-	321,476	116,202
Special events revenue, net	16,915	-	16,915	-
Release of restrictions	104,216	(104,216)	-	-
Total revenues and other support	<u>3,815,160</u>	<u>(54,365)</u>	<u>3,760,795</u>	<u>3,352,828</u>
Expenses				
Program services				
Foster grandparent	1,579,059	-	1,579,059	1,463,399
Senior companion	608,950	-	608,950	617,226
Retired senior volunteer	616,286	-	616,286	398,417
Operation veteran connect	649,511	-	649,511	497,062
Health buddies and resourcing	189,344	-	189,344	217,833
Total program services	<u>3,643,150</u>	<u>-</u>	<u>3,643,150</u>	<u>3,193,937</u>
Management and general	<u>285,756</u>	<u>-</u>	<u>285,756</u>	<u>179,808</u>
Total expenses	<u>3,928,906</u>	<u>-</u>	<u>3,928,906</u>	<u>3,373,745</u>
Change in net assets	(113,746)	(54,365)	(168,111)	(20,917)
Net assets at beginning of year	<u>691,229</u>	<u>79,290</u>	<u>770,519</u>	<u>791,436</u>
Net assets at end of year	<u>\$ 577,483</u>	<u>\$ 24,925</u>	<u>\$ 602,408</u>	<u>\$ 770,519</u>

The accompanying notes are an integral part of this statement.

Seniors in Service of Tampa Bay, Inc.

STATEMENT OF CASH FLOWS

For the year ended December 31, 2023  
 (With comparative total for 2022)

	<u>2023</u>	<u>2022</u>
Cash flows from operating activities		
Change in net assets	<u>\$ (168,111)</u>	<u>\$ (20,917)</u>
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities		
Depreciation	24,992	38,194
Right of use asset amortization	7,104	8,834
(Increase) decrease in receivables	(112,082)	50,295
(Increase) decrease in other assets	(2,561)	1,452
Unrealized gain on investment	(1,536)	(65)
Increase in accounts payable and accrued expenses	9,965	69,423
Increase in deferred revenue	24,187	23,958
Decrease in operating lease payable	<u>(7,104)</u>	<u>(8,834)</u>
Total adjustments	<u>(57,035)</u>	<u>183,257</u>
Net cash (used) provided by operating expenses	<u>(225,146)</u>	<u>162,340</u>
Cash flows from investing activities		
Purchases of equipment	<u>(185)</u>	<u>(1,628)</u>
Net cash used by investing activities	<u>(185)</u>	<u>(1,628)</u>
Net (decrease) increase in cash and cash equivalents	<u>(225,331)</u>	<u>160,712</u>
Cash and cash equivalents at beginning of year	<u>301,596</u>	<u>140,884</u>
Cash and cash equivalents at end of year	<u><u>\$ 76,265</u></u>	<u><u>\$ 301,596</u></u>
Supplemental disclosures of cash flow information		
Cash paid during the year		
Interest	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>
Equipment acquired through operating lease	<u><u>\$ -</u></u>	<u><u>\$ 39,258</u></u>

The accompanying notes are an integral part of these statements.

Seniors in Service of Tampa Bay, Inc.

STATEMENT OF FUNCTIONAL EXPENSES

For the year ended December 31, 2023  
(With comparative total for 2022)

	Program Services								2023 Total	2022 Total
	Foster Grandparent	Senior Companion	Retired Senior Volunteer	Operation Veteran Connect	Health Buddies and Resource Support	Total Program Expenses	Management and General			
Salaries, wages and related expenses										
Salaries and wages	\$ 487,264	\$ 260,944	\$ 372,289	\$ 94,321	\$ 69,174	\$ 1,283,992	\$ 165,357	\$ 1,449,349	\$ 1,340,640	
Employee benefits and taxes	125,507	58,504	99,819	37,098	29,912	350,840	62,371	413,211	378,873	
Total salaries, wages and related expenses	<u>612,771</u>	<u>319,448</u>	<u>472,108</u>	<u>131,419</u>	<u>99,086</u>	<u>1,634,832</u>	<u>227,728</u>	<u>1,862,560</u>	<u>1,719,513</u>	
General expenses										
Direct program cost	112,360	20,798	42,833	11,603	-	187,594	17,463	205,057	233,813	
Dues and subscriptions	2,395	927	1,336	926	8,775	14,359	1,077	15,436	26,986	
Equipment rental and repairs	8,660	2,365	3,130	2,667	1,283	18,105	1,217	19,322	15,698	
In-kind	36,500	-	24,852	259,874	-	321,226	250	321,476	116,202	
Insurance, corporate	19,701	1,426	1,872	2,053	723	25,775	-	25,775	20,981	
Occupancy expenses	33,649	2,307	5,680	4,104	3,902	49,642	1,740	51,382	86,266	
Office expenses	16,416	1,947	1,817	1,403	516	22,099	10,001	32,100	22,973	
Postage and printing	7,377	1,914	3,537	1,010	1,443	15,281	545	15,826	32,195	
Professional and contract services	45,911	7,442	8,807	3,826	2,097	68,083	22,500	90,583	82,791	
Travel and transportation	13,351	9,969	21,637	5,571	3,370	53,898	2,962	56,860	34,730	
Total general expenses	<u>296,320</u>	<u>49,095</u>	<u>115,501</u>	<u>293,037</u>	<u>22,109</u>	<u>776,062</u>	<u>57,755</u>	<u>833,817</u>	<u>672,635</u>	
Volunteer expenses										
Volunteer stipends	530,177	176,551	-	-	55,685	762,413	-	762,413	554,077	
Insurance	1,680	1,311	1,958	-	-	4,949	-	4,949	5,848	
Living Allowances	-	-	-	192,624	-	192,624	-	192,624	165,870	
Meals	16,300	6,543	80	-	632	23,555	-	23,555	19,504	
Physical examinations	-	-	-	-	-	-	-	-	135	
Recognition	9,406	666	11,802	-	-	21,874	-	21,874	42,114	
Team leaders	-	3,000	-	-	-	3,000	-	3,000	2,950	
Training and background checks	21,821	9,594	8,458	15,631	-	55,504	273	55,777	61,823	
Travel	76,839	38,506	-	4,707	11,832	131,884	-	131,884	91,082	
Uniforms	-	487	2,630	8,344	-	11,461	-	11,461	-	
Total volunteer expenses	<u>656,223</u>	<u>236,658</u>	<u>24,928</u>	<u>221,306</u>	<u>68,149</u>	<u>1,207,264</u>	<u>273</u>	<u>1,207,537</u>	<u>943,403</u>	
Total expenses before depreciation	1,565,314	605,201	612,537	645,762	189,344	3,618,158	285,756	3,903,914	3,335,551	
Depreciation	13,745	3,749	3,749	3,749	-	24,992	-	24,992	38,194	
Total expenses	<u>\$ 1,579,059</u>	<u>\$ 608,950</u>	<u>\$ 616,286</u>	<u>\$ 649,511</u>	<u>\$ 189,344</u>	<u>\$ 3,643,150</u>	<u>\$ 285,756</u>	<u>\$ 3,928,906</u>	<u>\$ 3,373,745</u>	

The accompanying notes are an integral part of this statement.

Seniors in Service of Tampa Bay, Inc.

NOTES TO FINANCIAL STATEMENTS

December 31, 2023

NOTE A - NATURE OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A description of the organization and a summary of its significant accounting policies consistently applied in the preparation of the accompanying financial statements follow:

1. Background Information

Seniors in Service of Tampa Bay, Inc. (the "Organization") was incorporated on March 20, 1984 as a Florida nonprofit organization. The Organization's mission is to provide solutions to community challenges by engaging volunteers aged 55+. The Organization is awarded grants and contracts to sponsor the Foster Grandparent Program, Senior Companion Program, and Retired and Senior Volunteer Program for Hillsborough, Pinellas, and Pasco Counties in the state of Florida, with primary funding through grant agreements with AmeriCorps. The Organization also offers the Operation: Veteran Connect Program in Hillsborough, Pinellas and Pasco with AmeriCorps funding through a grant agreement with Volunteer Florida. Other primary funding sources are United Way Suncoast, Juvenile Welfare Board of Pinellas, Children's Board of Hillsborough County, Community Development Block Grants from City of Tampa, Hillsborough County, and Pinellas County, and other foundation grants and contributions.

A significant portion of the revenues and support generated by the Organization are funded through federal and local government grants. The Organization re-negotiates its contracts on an annual basis.

2. Basis of Accounting

These financial statements, which are presented on the accrual basis of accounting, have been prepared to focus on the Organization as a whole and to present revenue, expenses, and net assets based on the existence or absence of donor-imposed restrictions.

Accordingly, net assets and changes therein are classified as follows:

- With Donor Restrictions – Net assets with donor restrictions are net assets subject to donor-imposed stipulations that may be fulfilled by actions of the Organization to meet the stipulations, that may become undesignated by the passage of time, or that require net assets to be permanently maintained, thereby restricting the use of principal.
- Without Donor Restrictions – Net assets without donor restrictions are net assets not subject to donor-imposed restrictions or the donor-imposed restrictions have expired. These net assets are available for use at the discretion of the Board of Directors (the Board) and/or management for general operating purposes.

Seniors in Service of Tampa Bay, Inc.

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2023

NOTE A - NATURE OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

3. Liquidity

Assets and liabilities are presented in the accompanying statement of financial position according to their nearness of conversion to cash, and their maturity and resulting use of cash, respectively. See note B.

4. Use of Estimates

In preparing financial statements in conformity with accounting principles generally accepted in the United States of America, management is required to make estimates and assumptions that affect the reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

5. Cash, Cash Equivalents, and Concentration of Credit Risk

The Organization considers all highly liquid investments with maturities of three months or less when purchased to be cash equivalents.

The Organization maintains all of its demand deposit and money market accounts with financial institutions in the state of Florida. Accounts are insured by the Federal Deposit Insurance Corporation up to \$250,000 in total per financial institution. Deposits did not exceed federally insured limits at December 31, 2023.

6. Grant Revenue and Receivables

Grant revenue is received from federal and local sources. Grant revenue is recorded based upon the terms of the grantor allotment, which generally provides that revenues are earned when the allowable costs of the specific grant provisions have been incurred or such services have been rendered. Such revenues are subject to audit by the grantor, and if the examination results in a deficiency of allowable expenses, the organization would be required to refund any deficiencies.

7. Certificate of Deposit

The certificate of deposit is carried at fair value in the Organization's financial statements. Income from the certificate is recorded as earned on an accrual basis. The certificate totaled \$112,939 at December 31, 2023.

Seniors in Service of Tampa Bay, Inc.

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2023

NOTE A - NATURE OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

8. Property and Equipment

Property and equipment are stated at cost and depreciated using the straight-line method over estimated useful lives ranging from 5 to 40 years. It is the Organization's policy that maintenance and repairs are charged to expense as incurred. Additions and improvements exceeding \$1,000 and with a useful life of over one year are capitalized. Donated property and equipment are recorded at fair value at the date of the gift.

9. Contributions

Contributions received are recorded as net assets with donor restrictions or net assets without donor restrictions, depending on the absence or existence and nature of any donor restrictions. Contributions received that are designated for future periods or restricted by the donor for specific purposes are reported as net assets with donor restrictions, which increases that class of net assets. When a restriction expires, net assets with donor restrictions are released to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

The Organization receives gifts in kind, such as staff training, professional services, and program supplies. Gifts in-kind received are valued and recorded as contributions at their fair value at the time received. They are only recognized if they: (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and (c) would otherwise be purchased by the Organization.

10. Functional Allocation of Expenses

The statement of functional expenses presents expenses by function and natural classification. Expenses directly attributed to a specific functional area of the Organization are reported as expenses on those functional areas. Expenses that benefit multiple functional areas have been allocated across programs, general and administrative, and fundraising expenses based on the proportion of employee time involved.

The Organization's program services include:

Foster Grandparent Program - Helps at-risk children succeed in school with intensive tutoring and mentoring provided by highly-trained, culturally relevant volunteers.

Senior Companion Program - Provides ongoing support for homebound seniors, adults with disabilities, veterans, caregivers to promote independent living. Clients are low-income and lack support from family and friends. The Organization provides in-home companionship, telephone reassurance, homemaker services, respite and a watchful eye in case they need extra care, all at no cost to them.

Seniors in Service of Tampa Bay, Inc.

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2023

NOTE A - NATURE OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Retired and Senior Volunteer Program (RSVP) - Matches people aged 55+ to the volunteer opportunity of their dreams. The Organization partners with hundreds of organizations, strategically matching each volunteer to use skills they've gained over the years or to develop new ones. Focus areas include: 1) senior services - e.g., senior living community recreation activities and health education; 2) hunger relief services - e.g., food distribution/delivery; 3) education services - e.g., tutoring; and 4) non-profit capacity building.

Operation: Veteran Connect (OVC) – Engages AmeriCorps members and community volunteers to serve Tampa Bay Veterans and military family members by helping them develop wellness plans, access healthcare services and VA benefits through the Veterans Health Administration's Whole Health initiative at two VA health facilities in Florida and navigate resources for affordable housing and other social determinants of health.

Health Buddies helps Tampa Bay's socially isolated older adults or adults with disabilities who live with chronic conditions through comforting, informative phone calls from a Health Buddy, empowering them to self-manage their physical health and mental wellbeing. Health Buddies are college students preparing for health careers who offer "companionship as medicine", removing the stigma of seeking help while building the next generation of health professionals.

Resource Support Services helps Tampa Bay's most vulnerable individuals by mobilizing a team of volunteer Resource Advocates who connect clients to essential resources needed for social determinants of health, follow up to ensure benefits are received, and empower sustained self-sufficiency to transform their lives. Clients are from all walks of life, mostly low-income minority seniors but also Veterans, adults with disabilities, and family caregivers. Resources include Food (SNAP, home-delivered meals); Housing (emergency rent, eviction mitigation, homelessness); Health (Medicare/Medicaid, healthcare, social connection), Economic stability (employment, unemployment benefits, elder fraud); Education (GED, career training), Emergency assistance (utilities, domestic violence) and more.

11. Income Taxes

The Organization is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and Chapter 220.13 of the Florida Statutes, respectively; and has not taken any uncertain tax positions. Accordingly, no provision for income taxes has been recorded in these financial statements. The Organization has not reported any unrelated business income; however, such status is subject to final determination upon examination, if any, of the related income tax returns by the appropriate taxing authorities. Tax years after 2019 remain subject to examination by federal and state taxing authorities.

Seniors in Service of Tampa Bay, Inc.

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2023

NOTE A - NATURE OF THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

12. Comparative Information

The financial statements include certain prior period summarized comparative information. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended December 31, 2022, from where it was derived.

13. Reclassifications

Certain amounts from the December 31, 2022 financial statements have been reclassified to conform to the December 31, 2023 financial statement presentation.

14. Accounting Pronouncement Adopted

In June 2016, the Financial Accounting Standards Board ("FASB") issued Accounting Standards Update ("ASU") No. 2016-13, *Financial Instruments – Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments* ("ASU 2016-13" or "ASC 326"). ASU 2016-13 revises the accounting requirements related to the measurement of credit losses and requires organizations to measure all expected credit losses for financial assets based on historical experience, current conditions, and reasonable and supportable forecasts about collectability. Assets must be presented in the financial statements at the net amount expected to be collected. On January 1, 2023, the Organization adopted the new accounting standard and all the related amendments using the modified retrospective method. The comparative information has not been restated and continues to be reported under the accounting standards in effect in those reporting periods. There was no significant impact on the Organization's financial statements.

NOTE B - LIQUIDITY AND AVAILABILITY

The Organization's financial assets available within one year of the date of the financial statements for general expenditure are as follows:

Cash and cash equivalents	\$ 76,265
Investments	112,939
Grants receivable	<u>501,483</u>
Total financial assets available within one year	<u>\$ 690,687</u>

Seniors in Service of Tampa Bay, Inc.

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2023

NOTE B - LIQUIDITY AND AVAILABILITY - Continued

The Organization manages its liquidity by developing and adopting annual operating budgets that provide sufficient funds for general expenditures in meeting its liabilities and other obligations as they become due.

NOTE C - PROPERTY AND EQUIPMENT

Property and equipment consist of the following at December 31, 2023:

Land	\$ 56,411
Building and improvements	460,751
Furniture and fixtures	<u>128,706</u>
	645,868
Less accumulated depreciation	<u>(428,717)</u>
	\$ 217,151

Depreciation expense of \$24,992 was recognized during the year ended December 31, 2023.

NOTE D - FUNDS HELD FOR THE BENEFIT OF THE ORGANIZATION

The Organization is the beneficiary of two designated funds held by the Community Foundation of Tampa Bay, Inc. ("Community Foundation") with a total value of approximately \$103,000 at December 31, 2023. These funds are not recorded as an asset of the Organization; however, the Organization is entitled to receive contributions from the Community Foundation based on the value of these funds each year. The Community Foundation did not make a distribution to the Organization from these funds during the year ended December 31, 2023.

NOTE E - NET ASSETS

The Organization's net asset categories consisted of the following at December 31, 2023:

Without donor restrictions:	<u>\$ 577,483</u>
With donor restrictions:	
Unexpended funds received for restricted purposes,	
Foster Grandparent Program	<u>24,925</u>
	\$ 602,408

Seniors in Service of Tampa Bay, Inc.

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2023

NOTE F - IN-KIND CONTRIBUTIONS

The Organization received the following contributions of nonfinancial assets for the year ended December 31, 2023:

Fundraising	\$ 2,973
Office space	79,183
Program supplies	185,425
Professional services	13,441
Staff training	<u>40,454</u>
	 <u>\$ 321,476</u>

In-kind expenses are included on the statement of functional expenses under their respective programs. The value of the donated office space is estimated based on the fair market value of the rent. The value of fundraising, program supplies, professional services, and staff training are based on the estimated fair market value of the goods and services provided.

NOTE G - EMPLOYEE BENEFIT PLAN

The Organization maintains a 401(k) Plan (the "Plan") for qualified employees. The Organization shall determine, at its sole discretion, the annual contributions as determined by the Board of Directors. The Organization matched employee contributions up to 3% of the employee's gross pay during the year ended December 31, 2023. Contributions made by the Organization for the year ended December 31, 2023 were approximately \$34,600.

NOTE H - OPERATING LEASE

The Organization leases equipment under a noncancelable operating lease. Total lease expense for the years ended December 31, 2023 approximated \$16,000 and includes non-lease component expenses.

The following is a schedule of approximate future minimum rental payments by year:

2024	\$ 8,736
2025	8,736
2026	<u>8,008</u>
Total future minimum payments	25,480
Less interest	<u>(2,160)</u>
Operating lease payable	<u>\$ 23,320</u>

Seniors in Service of Tampa Bay, Inc.

NOTES TO FINANCIAL STATEMENTS - CONTINUED

December 31, 2023

NOTE H - OPERATING LEASE - Continued

The Organization uses an incremental borrowing rate of 6% for calculating its operating lease liabilities at present value of all lease payments on the commencement date. The remaining lease term is three years at December 31, 2023. Lease renewal options are not included in the lease agreement.

The right of use lease asset is amortized using the straight-line method over the lease term. The right of use lease consists of the following as of December 31, 2023:

Equipment	\$ 39,258
Less accumulated amortization	<u>(15,938)</u>
	<u><u>\$ 23,320</u></u>

NOTE I - SUBSEQUENT EVENTS

The Organization has evaluated events and transactions occurring subsequent to December 31, 2023 as of June 25, 2024, which is the date the financial statements were available to be issued.

## SUPPLEMENTARY INFORMATION

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

SENIORS IN SERVICE OF TAMPA BAY, INC.

For the year ended December 31, 2023

Seniors in Service of Tampa Bay, Inc.

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the year ended December 31, 2023

Federal Grantor/Pass-through Grantor/Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Passed- Through to Subrecipients	Total Federal Expenditures
<b>U.S. Department of Health and Human Services</b>				
Indirect Programs				
<u>Aging Cluster</u>				
Passed-through Area Agency on Aging of Pasco-Pinellas, Inc., Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers	93.044	-	\$ -	\$ 2,000
Total Department of Health and Human Services			-	2,000
<b>U.S. Department of Housing and Urban Development</b>				
Indirect Programs				
<u>Community Development Block Grants/Entitlement Grants Cluster</u>				
Passed-through City of Tampa, Florida Community Development Block Grants/Entitlement Grants	14.218	2022-890	-	80,445
Passed-through Hillsborough County, Florida Community Development Block Grants/Entitlement Grants	14.218	-	-	53,995
Passed-through Pinellas County, Florida Community Development Block Grants/Entitlement Grants	14.218	CD22SSTB	-	26,999
Total U.S. Department of Housing and Urban Development - Indirect Programs			-	161,439
<b>Corporation for National and Community Service</b>				
Indirect Programs				
Passed-through Volunteer Florida AmeriCorps State and National	94.006	21AFHFL0010020	-	338,729
Passed-through City of Tampa, Florida Senior Demonstration Program	94.017 **	22SDHFL005	-	80,716
Total Corporation for National and Community Service - Indirect Programs			-	419,445
Direct Programs				
<u>Foster Grandparents/Senior Companion Cluster</u>				
Foster Grandparent Program	94.011	20SFSFL001/ 23SFHFL001	-	683,491
COVID-19 Foster Grandparent Program	94.011	20SFSFL001	-	12,984
Total Foster Grandparent Program			-	696,475
Senior Companion Program	94.016	20SCSFL001/ 23SCHFL001	-	327,328
COVID-19 Senior Companion Program	94.016	20SCSFL001	-	12,999
Total Senior Companion Program			-	340,327
Total Foster Grandparents/Senior Companion Cluster			-	1,036,802
Senior Demonstration Program	94.017 **	22SDHFL002 / 22SDHFL003	-	225,699
Retired and Senior Volunteer Program	94.002	22SRHFL004, 19SRSLFL008, 22SRSHL003, 19SRSLFL009 and 21SRHFL015	-	319,906
COVID-19 Retired and Senior Volunteer Program	94.002	21SRHFL015	-	18,578
Total Retired and Senior Volunteer Program			-	338,484
Total Corporation for National and Community Service - Direct Programs			-	1,600,985
Total Corporation for National and Community Service			-	2,020,430
Total expenditures of federal awards			\$ -	\$ 2,183,869

\*\*Expenditures for AL# 94.017 total \$306,415

The accompanying notes are an integral part of this schedule.

Seniors in Service of Tampa Bay, Inc.

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

December 31, 2023

NOTE A - BASIS OF PRESENTATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal award activity of Seniors in Service of Tampa Bay, Inc. under programs of the federal government for the year ended December 31, 2023. 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). Because the Schedule presents only a selected portion of the operations of Seniors in Service of Tampa Bay, Inc., it is not intended to and does not present the financial position, changes in net assets, or cash flows of Seniors in Service of Tampa Bay, Inc.

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years.

NOTE B - DE MINIMIS INDIRECT COST RATE

Seniors in Service of Tampa Bay, Inc. has elected to use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.

INDEPENDENT AUDITOR'S 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*

SENIORS IN SERVICE OF TAMPA BAY, INC.

December 31, 2023

**INDEPENDENT AUDITOR'S 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 Seniors in Service of Tampa Bay, Inc.

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 Seniors in Service of Tampa Bay, Inc. (a non-profit organization) which comprise the statement of financial position as of December 31, 2023, and the related statements of activities and changes in net assets, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated June 25, 2024.

## Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Seniors in Service of Tampa Bay, Inc.'s internal control over financial reporting (internal control) as a basis for designing 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 Seniors in Service of Tampa Bay, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Seniors in Service of Tampa Bay, Inc.'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 entity'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 or significant deficiencies may exist that have not been identified.

## **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Seniors in Service of Tampa Bay, Inc.'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 financial statements. 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.

Tampa, Florida  
June 25, 2024

*Seniors, Gardner & Company, P.A.*

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

SENIORS IN SERVICE OF TAMPA BAY, INC.

December 31, 2023

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

## Board of Directors Seniors in Service of Tampa Bay, Inc.

## Report on Compliance for Each Major Federal Program

### ***Opinion on Each Major Federal Program***

We have audited Seniors in Service of Tampa Bay, Inc.'s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Seniors in Service of Tampa Bay, Inc.'s major federal programs for the year ended December 31, 2023. Seniors in Service of Tampa Bay, Inc.'s major federal programs are identified in the summary of auditors' results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, Seniors in Services of Tampa Bay, Inc. 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 programs for the year ended December 31, 2023.

### ***Basis for Opinion on Each Major Federal Program***

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). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Seniors in Service of Tampa Bay, Inc. and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Seniors in Service of Tampa Bay, Inc.'s compliance with the compliance requirements referred to above.

### ***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Seniors in Service of Tampa Bay, Inc.'s federal programs.

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Seniors in Service of Tampa Bay, Inc.'s compliance based on our audit. 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, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Seniors in Service of Tampa Bay, Inc.'s compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, 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 Seniors in Service of Tampa Bay, Inc.'s compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Seniors in Service of Tampa Bay, Inc.'s internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances 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 Seniors in Service of Tampa Bay, Inc.'s internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### ***Report on 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 a 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 Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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.

Tampa, Florida  
June 25, 2024

*Bruce, Gordimer & Company, P.A.*

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

SENIORS IN SERVICE OF TAMPA BAY, INC.

For the year ended December 31, 2023

Seniors in Service of Tampa Bay, Inc.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the year ended December 31, 2023

**Section I - Summary of Auditors' Results**

**Financial Statements**

Type of auditors' report issued on whether the financial statements were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:

Material weakness(es) identified? yes  no

Significant deficiency(ies) identified? yes  none noted

Noncompliance material to financial statements noted? yes  no

**Federal Awards**

Internal control over major federal programs:

Material weakness(es) identified? yes  no

Significant deficiency(ies) identified? yes  none noted

Type of auditors' report issued on compliance for major federal programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? yes  no

Identification of major federal programs:

<u>Federal Assistance Listing Number</u>	<u>Name of Federal Program</u>
94.011	Foster Grandparents/Senior Companion Cluster:
94.016	Foster Grandparent Program Senior Companion Program

Dollar threshold used to distinguish between type A and type B programs: \$ 750,000

Auditee qualified as low-risk auditee? X yes no

**Section II - Financial Statement Findings**

No matters were reported for the year ended December 31, 2023 and no matters were reported for the prior year. Accordingly, a summary schedule of prior year audit findings is not presented.

**Section III - Federal Award Findings and Questioned Costs**

No matters were reported for the year ended December 31, 2023 and no matters were reported for the prior year. Accordingly, a summary schedule of prior year audit findings is not presented.