

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY

CONSOLIDATED FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION

**SEPTEMBER 30, 2013 AND 2012** 

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To the Board of Directors

National Center for Healthy Housing, Inc. and Subsidiary

#### **Independent Auditor's Report**

#### **Report on the Financial Statements**

We have audited the accompanying consolidated financial statements of National Center for Healthy Housing, Inc. and Subsidiary (the "Center") (a nonprofit organization), which comprise the consolidated statements of financial position as of September 30, 2013 and 2012, and the related consolidated statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the consolidated 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 an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America 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 audits 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 entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



### **Independent Auditor's Report (Continued)**

#### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of National Center for Healthy Housing, Inc. and Subsidiary as of September 30, 2013 and 2012, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

#### Other Matters

Other Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The consolidating statements of financial position and consolidating statements of activities are presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also 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 January 9, 2014, on our consideration of the Center'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 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 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 the Center's internal control over financial reporting and compliance.

Gross, Mendelsohn & Associates, P.A.

# NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Consolidated Statements of Financial Position September 30, 2013 and 2012

		2013		2012		
Assets						
Current Assets						
Cash and cash equivalents	\$	197,479	\$	567,213		
Grants and other receivables		853,834		622,151		
Prepaid expenses and other assets		44,756		70,938		
Total Current Assets		1,096,069		1,260,302		
Property						
Office equipment		83,874		70,014		
Less: Accumulated depreciation		31,502		18,503		
Net Property		52,372		51,511		
Total Assets	¢	1,148,441	\$	1,311,813		
Total Assets	<u> </u>	1,170,771	Ψ	1,011,010		
Liabilities and Net Assets						
Current Liabilities						
Accounts payable	\$	206,451	\$	208,168		
Accrued expenses		61,545		125,317		
Payroll taxes payable		21,656		26,048		
Other current liabilities		7,897		8,569		
Current maturities of capital lease obligation		3,981		3,436		
Deferred income taxes		1,110		1,110		
Total Current Liabilities		302,640		372,648		
Non-Current Liabilities						
Capital lease obligation, net of current maturities		11,730		15,417		
Total Liabilities		314,370		388,065		
Net Assets						
Unrestricted		674,001		833,069		
Temporarily restricted		160,070		90,679		
Total Net Assets		834,071		923,748		
Total Liabilities and Net Assets	\$	1,148,441	\$	1,311,813		

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Consolidated Statements of Activities Years Ended September 30, 2013 and 2012

	2013						
	Unrestricted		Temporarily Restricted			Total	
Support and Revenue							
Grants and contracts	\$ 3,608	3.191	\$	-0-	\$	3,608,191	
Contributions	. ,	,029	*	160,070	*	528,099	
Interest income		,131		· -0-		1,131	
Other revenue		,746		-0-		43,746	
Special events revenue (net of expenses						•	
of \$120,351 - 2013 and \$0 - 2012)	(29	,126)		-0-		(29,126)	
·	3,991			160,070		4,152,041	
Net assets released from restriction	90	,679		(90,679)		-0-	
Total Support and Revenue	4,082	,650		69,391		4,152,041	
Expenses							
Program	4,147	,040		-0-		4,147,040	
General and administrative	69	,702		-0-		69,702	
Fundraising	18	,606		-0-		18,606	
Total Expenses	4,235	,348		-0-		4,235,348	
Change in Net Assets Before							
Provision for Income Taxes	(152	,698)		69,391		(83,307)	
Provision for Income Taxes	6	,370		-0-		6,370	
Change in Net Assets	(159	,068)		69,391		(89,677)	
Net Assets - Beginning of Year	833	,069		90,679		923,748	
Net Assets - End of Year	\$ 674	,001	\$	160,070	\$	834,071	

2012

Unrestricted	Temporarily Restricted	Total	Increase (Decrease)
\$ 3,763,925 412,475 1,764 4,545	\$ -0- 83,786 -0- -0-	\$ 3,763,925 496,261 1,764 4,545	\$ (155,734) 31,838 (633) 39,201
-0-	-0-	-0-	(29,126)
4,182,709	83,786	4,266,495	(114,454)
128,242	(128,242)	-0-	-0-
4,310,951	(44,456)	4,266,495	(114,454)
3,800,309 331,743 22,480	-0- -0- -0-	3,800,309 331,743 22,480	346,731 (262,041) (3,874)
4,154,532	-0-	4,154,532	80,816
156,419 26,498	(44,456)	111,963 26,498	(195,270) (20,128)
20,490	-0-	20,490	(20,120)
129,921	(44,456)	85,465	\$ (175,142)
703,148	135,135	838,283	
\$ 833,069	\$ 90,679	\$ 923,748	

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

# NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Consolidated Statements of Functional Expenses Years Ended September 30, 2013 and 2012

	2013						
	Program	General and	Fund-				
	Services	Administrative	raising	Total			
Salaries and fringe benefits	\$ 1,540,444	\$ 397,639	\$ 7,317	\$ 1,945,400			
Bad debt expense	-0-	10,993	-0-	10,993			
Bank service fees	-0-	1,976	-0-	1,976			
Consultants	1,299,858	162,184	6,830	1,468,872			
Depreciation	-0-	12,999	-0-	12,999			
Dues and subscriptions	8,451	5,834	-0-	14,285			
Equipment rental and maintenance	-0-	12,572	-0-	12,572			
Insurance	-0-	38,803	-0-	38,803			
Interest expense	-0-	1,366	-0-	1,366			
Meetings and conferences	18,760	2,989	-0-	21,749			
Miscellaneous	-0-	1,618	-0-	1,618			
Office supplies	43,910	9,462	-0-	53,372			
Other costs and supplies	69,089	59	-0-	69,148			
Postage and delivery	3,585	827	-0-	4,412			
Printing and reproduction	106	3,838	-0-	3,944			
Professional fees	-0-	174,851	-0-	174,851			
Rent	6,584	122,979	-0-	129,563			
Software	-0-	10,146	-0-	10,146			
Storage	-0-	2,377	-0-	2,377			
Telecommunications	4,154	15,736	-0-	19,890			
Temporary help	410	1,084	-0-	1,494			
Training and professional development	-0-	9,331	-0-	9,331			
Travel	190,044	15,954	-0-	205,998			
Trustee expeneses	-0-	20,189	-0-	20,189			
Indirect cost allocation	961,645	(966,104)	4,459	-0-			
Total expenses	\$ 4,147,040	\$ 69,702	\$ 18,606	\$ 4,235,348			

2012

Program Services	General and Administrative	Fund- raising		Total		•	Increase (Decrease)
\$ 1,823,947 -0-	\$ 317,180 13,721	\$	8,916 -0-	\$	2,150,043 13,721	\$	(204,643) (2,728)
-0-	1,709		-0-		1,709		267
975,364	136,403		9,090		1,120,857		348,015
-0-	7,646		-0-		7,646		5,353
22,809	9,929		-0-		32,738		(18,453)
-0-	14,562		-0-		14,562		(1,990)
-0-	29,236		-0-		29,236		9,567
-0-	1,070		-0-		1,070		296
47,706	2,703		-0-		50,409		(28,660)
-0-	7,537		-0-		7,537		(5,919)
35,103	9,492		-0-		44,595		8,777
142,489	(18,857)		-0-		123,632		(54,484)
5,733	2,264		-0-		7,997		(3,585)
53	1,390		-0-		1,443		2,501
-0-	144,655		-0-		144,655		30,196
17,974	116,764		-0-		134,738		(5,175)
3,227	11,266		-0-		14,493		(4,347)
-0-	2,751		-0-		2,751		(374)
13,864	21,682		-0-		35,546		(15,656)
3,237	1,937		-0-		5,174		(3,680)
-0-	2,747		-0-		2,747		6,584
175,312	13,302		475		189,089		16,909
-0-	18,144		-0-		18,144		2,045
 533,491	(537,490)		3,999		-0-		-0-
\$ 3,800,309	\$ 331,743	\$	22,480	\$	4,154,532	\$	80,816

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Consolidated Statements of Cash Flows Years Ended September 30, 2013 and 2012

	2013		2012	
Cash Flows From Operating Activities				
Change in net assets	\$	(89,677)	\$	85,465
Adjustments to reconcile change in net assets to				
net cash provided by (used in) operating activities:				
Bad debts		10,993		13,721
Deferred income taxes		-0-		8,240
Depreciation and amortization		12,999		7,646
Changes in operating assets and liabilities:				
Grants and other receivables		(242,676)		215,010
Prepaid expenses and other assets		26,182		(28,885)
Accounts payable and accrued expenses		(65,489)		(27,796)
Payroll taxes payable		(4,392)		(6,392)
Other payables		(672)		1,733
Net Cash (Used in) Provided by Operating Activities		(352,732)		268,742
Cash Flows From Investing Activities				
Purchase of property		(13,860)		(19,493)
Cash Flows From Financing Activities				
Net decrease in short-term bank borrowings		-0-		(40,149)
Payments on capital lease obligations		(3,142)		(790)
Net Cash Used in Financing Activities		(3,142)		(40,939)
Net (Decrease) Increase in Cash and Cash Equivalents		(369,734)		208,310
Cash and Cash Equivalents at Beginning of Year		567,213		358,903
Cash and Cash Equivalents at End of Year	\$	197,479	\$	567,213
Supplemental Information:				
Interest paid	\$	1,366	\$	1,226
	<u> </u>	1,000	<u> </u>	.,
Noncash Investing and Financing Activities		_		
Property acquired under capital lease obligation	<u>\$</u>	-0-	\$	19,643

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Notes to Consolidated Financial Statements September 30, 2013 and 2012

### **Note 1: Summary of Significant Accounting Policies**

National Center for Healthy Housing, Inc. (The Center) was formed under the laws of Maryland in 1992 to bring the housing environment and public health communities together to combat childhood lead poisoning. The Center is a nonprofit organization committed to developing and promoting practical methods to protect children from environmental health hazards in their homes while preserving affordable housing. The Center's wholly-owned subsidiary, Healthy Housing Solutions, Inc. (Solutions), was incorporated as a Maryland forprofit stock corporation in 2003. Solutions is engaged in activities similar to that of the Center and was organized to support the Center's mission through fee-for-service work.

<u>Use of Estimates</u>: The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

Basis of Accounting and Principles of Consolidation: The accompanying consolidated financial statements are presented in accordance with the accrual basis of accounting, whereby revenue is recognized when earned and expenses are recognized when incurred. The consolidated financial statements include the accounts of National Center for Healthy Housing, Inc. and Healthy Housing Solutions, Inc. All significant intercompany accounts and transactions have been eliminated in consolidation.

<u>Revenue and Expense Recognition</u>: Government and private grants are recognized based on the terms of the specific grant document. Grant revenue received in advance of the grant period is recorded as deferred revenue. Contributions are recognized when the donor makes an unconditional promise to give. Additionally, recognition of contributions is evaluated based on historical trends of collection by specific type of promise to give.

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions. An unconditional pledge to give support is recognized as a receivable and contribution in the year the pledge is made. Conditional pledges to give which depend on the occurrence of a specified future and uncertain event are not recognized as revenue until the condition has been met.

Contributions which are restricted by the donor are reported as increases in unrestricted net assets if the restriction expires in the same year in which the contributions are recognized. All other donor-imposed restricted contributions are reported as increases in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

Expenses are reported as decreases in unrestricted net assets. Program expenses include costs that are specifically identified with a particular program and an allocation of costs associated with the administration of all the Center's programs.

<u>Basis of Presentation</u>: Generally accepted accounting principles require that the Center report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted.

Unrestricted net assets are assets that are neither permanently restricted nor temporarily restricted by donor-imposed stipulations.

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Notes to Consolidated Financial Statements September 30, 2013 and 2012

### Note 1: Summary of Significant Accounting Policies (Continued)

Temporarily restricted net assets result from contributions whose use is limited by donorimposed stipulations that expire by the passage of time or can be fulfilled and removed by actions of the Center pursuant to those stipulations. Net assets may be temporarily restricted for various purposes, such as use in future periods or use for specified purposes.

Permanently restricted net assets result from contributions whose use is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by the Center's actions. The Center has no permanently restricted net assets.

<u>Cash and Cash Equivalents</u>: The Center classifies all investments that are readily convertible to cash and that have a maturity of three months or less when purchased as cash equivalents.

Grants and Other Receivables: Grants and other receivables are recorded net of an allowance for uncollectible receivables, based on management's evaluation of outstanding accounts receivable at year end. The Center has grants and cooperative agreements with U.S. Government agencies, various state agencies, and other private sources. Estimated losses are generally determined from historical collection experience and a review of outstanding grants receivable. Grants receivable are written off by management when, in their determination, all appropriate collection efforts have been taken. The Center has not recorded an allowance for uncollectible contributions since it is management's opinion that all outstanding contributions are collectible.

<u>Property and Depreciation</u>: Property is stated at cost, less accumulated depreciation. Depreciation is computed using the straight-line method over the estimated useful lives of the assets. Expenditures for maintenance and routine repairs are charged to expense as incurred. Expenditures for improvements and major repairs that materially extend the useful lives of assets are capitalized. Depreciation expense for the years ended September 30, 2013 and 2012 was \$12,999 and \$7,646, respectively.

<u>Donated Materials and Services</u>: Donated materials are reflected in the accompanying financial statements at their estimated fair value at date of receipt. Donated services are recorded only if the services provided require specialized skills provided by individuals possessing those skills, or if the services create or enhance a nonfinancial asset. Marketing services were contributed to the Center. The fair value of these items has been included in total support and expenses in the financial statements. The value of these in kind services was \$23,630 and \$-0- for the years ended September 30, 2013 and 2012, respectively.

Income Taxes: The Center is exempt from federal and state income taxes under Internal Revenue Code §501(c)(3). Income that is not related to exempt purposes, less applicable reductions, is subject to federal and state income taxes. The Center had no unrelated business income for the years ended September 30, 2013 and 2012. The Center's federal exempt tax returns are subject to examination by the Internal Revenue Service, generally for a period of three years after the returns are filed.

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Notes to Consolidated Financial Statements September 30, 2013 and 2012

### Note 1: Summary of Significant Accounting Policies (Continued)

Solutions is taxed as a for-profit corporation under the Internal Revenue Code and applicable state statutes. The income of Solutions is subject to examination by federal and state taxing authorities, generally for a period of three years after they were filed. In the event of an examination of the income tax returns, the tax liability could be changed if an adjustment of income is ultimately determined by the taxing authorities. Certain transactions of Solutions may be subject to accounting methods for federal income tax purposes that differ significantly from the accounting methods used in preparing the financial statements in accordance with generally accepted accounting principles. Accordingly, the taxable income of Solutions reported for federal income tax purposes may differ from net income in these financial statements.

<u>Functional Allocation of Expenses</u>: The costs of providing various programs and other activities have been summarized on a functional basis in the accompanying consolidated financial statements. Costs that cannot be specifically identified with a particular function and that benefit more than one functional category are allocated on the basis of estimates of the portion of time expended by the staff on various functions.

<u>Reclassifications</u>: Certain amounts in the financial statements for the year ended September 30, 2012 have been reclassified to conform to the financial statement presentation for the year ended September 30, 2013.

<u>Subsequent Events</u>: In preparing these financial statements, the Center has evaluated events and transactions for potential recognition or disclosure through January 9, 2014, the date the financial statements were available to be issued. During the period from October 1, 2013 to January 9, 2014, the Center did not have any material recognizable or disclosable subsequent events.

#### Note 2: Short-Term Bank Borrowings

The Center has a \$150,000 revolving line of credit with M&T Bank. Borrowings under the line of credit bear interest at the prime rate plus 1.50% minus a rate reduction of 0.50% (4.25% as of September 30, 2013 and 2012). There was no balance due under this line of credit as of September 30, 2013 and 2012. On October 25, 2013, the Center opened a \$100,000 revolving line of credit with Wells Fargo Bank, which expires on October 5, 2014. Borrowings under the line of credit will bear interest at the prime rate plus 1.00%.

Solutions has a \$50,000 revolving line of credit with M&T Bank. Borrowings under the line of credit bear interest at the prime rate plus 1.50% (4.75% as of September 30, 2013 and 2012). The line of credit is secured by substantially all of Solutions' assets and is guaranteed by the Center. There was no balance due under this line of credit as of September 30, 2013 and 2012. Interest expense amounted to \$1,366 and \$696 for the years ended September 30, 2013 and 2012, respectively. On October 21, 2013, Solutions opened a \$200,000 revolving line of credit with Wells Fargo Bank, expiring June 21, 2014, which is secured by substantially all of Solutions' assets and is guaranteed by the Center. Borrowings under the line of credit will bear interest at the prime rate plus 1.00%.

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Notes to Consolidated Financial Statements September 30, 2013 and 2012

### **Note 3: Capital Lease Obligation**

During 2012, the Center entered into a capital lease agreement for the purchase of a telephone system. The lease began in July 2012 and requires 60 equal monthly payments of \$396.

Future minimum lease payments required under the lease for the year ended September 30, 2013 are as follows:

Year ending September 30:	
2014	\$ 5,143
2015	4,747
2016	4,747
2017	3,561
Total approximate minimum lease payments	18,198
Less: approximate amount representing interest	2,487
Future minimum lease payment	15,711
Less: current maturity	3,981
Non-current maturity	\$ 11,730

The following is an analysis of the leased asset included in office equipment at September 30, 2013 and 2012:

	2013	2012		
Office equipment Less: Accumulated depreciation	\$ 19,643 3,507	\$	19,643 702	
Net leased property	\$ 16,136	\$	18,941	

### **Note 4: Temporarily Restricted Net Assets**

Temporarily restricted net assets consisted of the following as of September 30, 2013 and 2012:

	 2013	2012
Wells Fargo Housing Foundation Pew Charitable Trusts Private Foundation	\$ 160,070 -0- -0-	\$ -0- 43,281 24,255
Saint Luke's Foundation Wachovia Wells Fargo Foundation	 -0- -0-	16,250 6,893
Total	\$ 160,070	\$ 90,679

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Notes to Consolidated Financial Statements September 30, 2013 and 2012

### **Note 4: Temporarily Restricted Net Assets (Continued)**

Net assets were released from donor restrictions for the years ended September 30, 2013 and 2012 by incurring expenses satisfying the restricted purposes, by occurrence of other events or by satisfaction of time restrictions. Below are the details of these net assets that were released from restriction.

		2013	2012
Pew Charitable Trusts Private Foundation	\$	43,281 24,255	\$ 120,907 7,335
Saint Luke's Foundation Wachovia Wells Fargo Foundation		16,250 6,893	-0- -0-
Total	<del></del>	90,679	\$ 128,242

#### Note 5: Retirement Plan

The Organization has a 401(k) plan that permits voluntary contributions by employees of the Center and its Subsidiary. The plan covers all eligible employees who meet its eligibility requirements. The Plan provides for employer matching contribution of one hundred percent (100%) of elective deferrals up to three percent (3%) of eligible compensation and fifty percent (50%) of elective deferrals from three percent (3%) to five percent (5%) of eligible compensation. In addition, the plan allows discretionary contributions on an annual basis in amounts determined by the Organization's management. For the years ended September 30, 2013 and 2012, the Organization made matching contributions of \$37,860 and \$46,726, respectively and discretionary contributions of \$-0- and \$25,368, or two percent (2%) of eligible compensation to the Plan.

#### Note 6: Income Tax Provision

The provisions for income taxes for the years ended September 30, 2013 and 2012 consist of the following components:

	 2013	2012		
Federal and state income taxes currently payable	\$ 6,370	\$	18,258	
Change in deferred income taxes	-0-		8,240	
Total provision for income taxes	\$ 6,370	\$	26,498	

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Notes to Consolidated Financial Statements September 30, 2013 and 2012

### **Note 6: Income Tax Provision (Continued)**

The provision for income taxes reflects effective tax rates which result from the applicability of federal statutory graduated rates. Certain expenses incurred during the years ended September 30, 2013 and 2012 totaling \$128 and \$888, respectively, were not deductible for income tax purposes.

Solutions computes deferred income taxes using the asset and liability method, which requires the recognition of deferred tax assets and liabilities for the expected future tax consequences of events that have been included in the financial statements. Solutions provides for the recognition and measurement of deferred income tax benefits based on the likelihood of their realization in future years. A valuation allowance must be established to reduce deferred income tax benefits if it is more likely than not that a portion of the benefits will not be realized. It is management's opinion that the entire deferred tax benefit will be recognized in future years. Therefore, no valuation allowance has been established.

Following is a summary of the tax effects of the temporary differences between financial and income tax accounting that give rise to the Company's deferred tax assets and deferred tax liabilities as of September 30, 2013 and 2012:

	2013	2012		
Deferred tax liabilities: Property	\$ (1,110)	\$ (1,110)		
Net deferred tax liability	\$ (1,110)	\$ (1,110)		

The preceding amounts are reflected in the accompanying balance sheets as follows:

	2013	2012		
Current Liabilities: Deferred income taxes	\$ (1,110)	\$ (1,110)		
	\$ (1,110)	\$ (1,110)		

#### Note 7: Concentration of Credit Risk

The Organization receives a substantial portion of its revenue from federal grants and contracts, primarily from the U.S. Department of Health and Human Services and the U.S. Department of Housing and Urban Development. If a significant reduction of funding occurs, it may have a significant impact on the Organization's programs. For the years ended September 30, 2013 and 2012, direct and indirect federal grants and contracts represented 86% and 83%, respectively, of the Organization's total revenue and support. Management does not anticipate any significant reduction in future funding from federal agencies

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Notes to Consolidated Financial Statements September 30, 2013 and 2012

### **Note 8: Operating Leases**

In November 2006, the Center entered into a lease agreement for office space in Columbia, Maryland. The lease term commenced November 1, 2006 for a period of sixty (60) months, expiring on October 31, 2011. In August 2011, the Center renewed its lease on this property commencing November 1, 2011 for a period of forty-eight (48) months, expiring on October 31, 2015.

Initial monthly base rent on the new lease is \$7,634 for the first twelve months. On November 1, 2012, monthly base rent increased to \$7,865. Monthly payments for base rent in 2013 and 2012 under these agreements amounted to \$7,865 and \$7,634, respectively. The new lease provides for annual three percent (3%) escalation charges and monthly operating expense charges in excess of base-year operating expenses.

In May 2011, the Center entered into a space sharing agreement with another non-profit organization in Washington, DC. The agreement commenced May 1, 2011 for a period of twelve (12) months, expiring on April 30, 2012. Monthly rent payments are \$3,500. The agreement was amended in April 2012, to extend the term through April 30, 2013 and increase the monthly rent payments to \$3,640 effective May 1, 2012. The agreement was amended on April 1, 2013 to extend the term through April 30, 2014 and decrease monthly rent payments to \$1,406 effective May 1, 2013.

Lease expense for office space amounted to \$129,563 and \$134,738 for the years ended September 30, 2013 and 2012, respectively.

The Center leases a copier under a non-cancelable operating lease expiring in July, 2017. Lease expense under this agreement for the years ended September 30, 2013 and 2012 was \$5,066 and \$4,684, respectively.

The Center leases a postage meter under a non-cancelable operating lease expiring April 30, 2016. Lease expense under this agreement for the years ended September 30, 2013 and 2012 was \$260 and \$-0-, respectively.

The minimum annual rental payments under the current leases as of September 30, 2013 are as follows:

Year ending September 30:		
2014	\$	110,934
2015		105,394
2016		13,884
2017		4,187
	<u> </u>	
Total	\$	234,399

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Notes to Consolidated Financial Statements September 30, 2013 and 2012

### Note 9: Compliance with Grantor or Donor Restrictions

Financial assistance from federal, state, and local governmental entities in the form of grants are subject to special audit. Such audits could result in claims against the Organization for disallowed costs or noncompliance with grantor restrictions. No provision has been made for any liabilities that may arise from such audits since the amounts, if any, cannot be determined at this date.

#### Note 10: Uninsured Balances

The Center maintains its cash balances at various financial institutions. Periodically during the year, the Center's cash balances may exceed federally insured limits. The Center has not experienced any losses in such accounts and believes it is not exposed to significant risk on cash balances.

# NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY SUPPLEMENTARY INFORMATION SEPTEMBER 30, 2013 AND 2012

# NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Consolidating Statements of Financial Position September 30, 2013 and 2012

	2013								
	National Center For Healthy		Healthy Housing					Combined	
Assets	Hc	ousing, Inc.	Sol	utions, Inc.	Eli	iminations	Totals		
Current Assets									
Cash and cash equivalents	\$	79,556	\$	117,923	\$	-0-	\$	197,479	
Grants and other receivables	,	705,448	•	224,028	•	(75,642)	•	853,834	
Prepaid expenses and other assets		37,512		7,244		` _ <b>-</b> 0-		44,756	
Total Current Assets		822,516		349,195		(75,642)		1,096,069	
Property									
Office equipment		68,015		15,859		-0-		83,874	
Less: Accumulated depreciation		22,041		9,461		-0-		31,502	
Net Property		45,974		6,398		-0-		52,372	
Other Accete									
Other Assets Investment in subsidiary		139,242		-0-		(139,242)		-0-	
Total Other Assets		139,242		-0-		(139,242)		-0-	
		·							
Total Assets	\$	1,007,732	\$	355,593	\$	(214,884)	\$	1,148,441	
Liabilities and Net Assets									
Current Liabilities									
Accounts payable	\$	53,338	\$	228,755	\$	(75,642)	\$	206,451	
Accrued expenses	•	33,844	•	27,701		` _ <b>-</b> 0-	•	61,545	
Payroll taxes payable		14,883		6,773		-0-		21,656	
Other current liabilities		5,885		2,012		-0-		7,897	
Current maturities of long-term debt		3,981		-0-		-0-		3,981	
Deferred income taxes		-0-		1,110		-0-		1,110	
Total Current Liabilities		111,931		266,351		(75,642)		302,640	
Non-Current Liabilities									
Capital lease obligation, net of current maturities		11,730		-0-		-0-		11,730	
3 ,		,				<del></del>		<del>,</del>	
Total Liabilities		123,661		266,351		(75,642)		314,370	
Net Assets and Equity									
Unrestricted		724,001		-0-		(50,000)		674,001	
Temporarily restricted		160,070		-0-		-0-		160,070	
Retained earnings		<b>-0</b> -		89,142		(89,142)		-0-	
Common stock		-0-		100		(100)		-0-	
Total Net Assets and Equity		884,071		89,242		(139,242)		834,071	
Total Liabilities and Net Assets	\$	1,007,732	\$	355,593	\$	(214,884)	\$	1,148,441	

F	ional Center or Healthy ousing, Inc.	F	Healthy lousing utions, Inc.	Eliminations		C	combined Totals
\$	383,279	\$	183,934	\$	-0-	\$	567,213
·	488,617	·	187,340		(53,806)	•	622,151
	59,195		11,743		-0-		70,938
	931,091		383,017		(53,806)		1,260,302
	56,675		13,339		-0-		70,014
	11,259		7,244		-0-		18,503
	45,416		6,095		-0-		51,511
	-, -		- ,				- ,-
	118,515		-0-		(118,515)		-0-
	118,515		-0-		(118,515)		-0-
	110,010				(110,010)		
\$	1,095,022	\$	389,112	\$	(172,321)	\$	1,311,813
\$	79,781 28,909 17,085 6,646 3,436 -0-	\$	182,193 96,408 8,963 1,923 -0- 1,110	\$	(53,806) -0- -0- -0- -0- -0-	\$	208,168 125,317 26,048 8,569 3,436 1,110
	135,857		290,597		(53,806)		372,648
	15,417		-0-		-0-		15,417
	151,274		290,597		(53,806)		388,065
	853,069 90,679 -0- -0-		-0- -0- 98,415 100		(20,000) -0- (98,415) (100)		833,069 90,679 -0- -0-
	943,748		98,515		(118,515)		923,748
\$	1,095,022	\$	389,112	\$	(172,321)	\$	1,311,813

# NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Consolidating Statements of Activities Years Ended September 30, 2013 and 2012

	2013							
	National Center For Healthy Housing, Inc.		Healthy Housing Solutions, Inc.		Eliminations		Combined Totals	
Support and Revenue			_			(0.10.000)		
Grants and contracts	\$	1,661,005	\$	2,189,872	\$	(242,686)	\$	3,608,191
Contributions		528,099		-0-		-0-		528,099
Interest income		862		269		-0- (74.054)		1,131
Other revenue		114,903		497		(71,654)		43,746
Special events revenue (net of expenses		5.074		(00,000)		4 000		(00.400)
of \$120,351 - 2013 and \$0 - 2012)		5,874		(36,290)		1,290		(29,126)
Total Support and Revenue		2,310,743		2,154,348		(313,050)		4,152,041
Expenses								
Salaries and fringe benefits		1,369,885		575,515		-0-		1,945,400
Consultants		540,506		1,211,416		(283,050)		1,468,872
Professional fees		119,848		55,004		-0-		174,852
Rent		96,608		32,955		-0-		129,563
Interest expense		1,366		-0-		-0-		1,366
Others		262,934		252,361		-0-		515,295
Total Expenses		2,391,147		2,127,251		(283,050)		4,235,348
Change in Net Assets Before Earnings from Wholly Owned Subsidiary and Income Taxes		(80,404)		27,097		(30,000)		(83,307)
•		( , ,		•		, ,		, ,
Provision for Income Taxes		-0-		6,370		-0-		6,370
Change in Net Assets Before Earnings from Subsidiary		(80,404)		20,727		(30,000)		(89,677)
Earnings from Subsidiary		20,727		-0-		(20,727)		-0-
Change in Net Assets		(59,677)		20,727		(50,727)		(89,677)
Net Assets - Beginning of Year		943,748		98,515		(118,515)		923,748
Dividends Paid		-0-		(30,000)		30,000		-0-
Net Assets - End of Year	\$	884,071	\$	89,242	\$	(139,242)	\$	834,071

2012

F	ional Center or Healthy ousing, Inc.	Healthy Housing Solutions, Inc	. Elimina	Eliminations		mbined Totals
\$	2,109,639 496,261 1,546	\$ 1,904,719 -0- 218	·	0,433) -0- -0-	\$ 3	3,763,925 496,261 1,764
	40,502	1,300	· ·	7,257) -0-		4,545
	2,647,948	1,906,237	(287	7,690)		1,266,495
	1,523,221 583,420 98,582	626,822 825,124 46,073	(287	-0- 7,690) -0-		2,150,043 1,120,854 144,655
	103,083 374 336,700	31,655 696 266,472		-0- -0- -0-		134,738 1,070 603,172
	2,645,380	1,796,842	(287	7,690)		1,154,532
	2,568	109,395		-0-		111,963
	-0-	26,498		-0-	26,49	
	2,568	82,897		-0-		85,465
	82,897	-0-	(82	2,897)		-0-
	85,465	82,897	(82	2,897)		85,465
	858,283	15,618	(35	5,618)		838,283
	-0-	-0-		-0-		-0-
\$	943,748	\$ 98,515	\$ (118	3,515)	\$	923,748



### 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

To the Board of Directors National Center for Healthy Housing, Inc. and Subsidiary

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 the National Center for Healthy Housing, Inc. and Subsidiary (the "Center," a nonprofit organization), which comprise the statement of financial position as of September 30, 2013, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated January 9, 2014.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Center'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 the Center's internal control. Accordingly, we do not express an opinion on the effectiveness of the Center'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 a 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 may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Center'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*.



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 (Continued)

### **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.

Gross, Mendelsohn & Associates, P.A.

Baltimore, Maryland January 9, 2014



### Independent Auditor's Report on Compliance for Each Major Program and on Internal Control over Compliance Required by OMB Circular A-133

To the Board of Directors National Center for Healthy Housing, Inc. and Subsidiary

### Report on Compliance for Each Major Federal Program

We have audited the National Center for Healthy Housing, Inc. and Subsidiary's (the "Center's") compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Center's major federal programs for the year ended September 30, 2013. The Center's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

### Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of the Center'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 OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 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 the Center'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 the Center's compliance.

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

In our opinion, the Center 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 September 30, 2013.



### Independent Auditor's Report on Compliance for Each Major Program and on Internal Control over Compliance Required by OMB Circular A-133 (Continued)

#### **Report on Internal Control Over Compliance**

Management of the Center 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 the Center's internal control over compliance with the types 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 federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, 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 Center'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 OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Gross, Mendelsohn & Associates, P.A.

Baltimore, Maryland January 9, 2014

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. Schedule of Expeditures of Federal Awards Year ended September 30, 2013

	Federal CFDA	Pass-Through Entity Identifying	Federal
Federal Grantor / Pass-through Grantor / Program Title	Number	Numbers	Expenditures
U.S. Department of Agriculture			
Pass-through program from:			
Cornell University-Integrated Programs	10.303	65578-9842	\$ 15,799
Total U.S. Department of Agriculture			15,799
U.S. Department of Housing and Urban Development			
Direct: Lead Technical Studies Grants	14.902		97,084
Healthy Homes Technical Studies Grants	14.902		263,678
Green & Healthy Housing Technical Studies Grant	14.900		233,117
Total Direct Programs U.S. Department of Housing	14.311		255,117
and Urban Development			593,879
Pass-through programs from:			
The University of Illinois-Lead Technical Studies Grant The University of Illinois-Healthy Homes Technical	14.902	ILHHT0173-10	36,578
Studies Grants	14.906	ILHHT0230-10	68,034
Health Research, Inc. / New York State Department of Health-Healthy Homes Technical Studies Grants	14.906	NYHHU000412	38,396
Total Pass-through programs U.S. Department of Housing and Urban Development			143,008
Total U.S. Department of Housing and Urban Development			736,887
U.S. Department of Health and Human Services Pass-through program from: The American Public Health Association-Centers for Disease			
Control & Prevention: Investigations & Technical Assistance	93.283	5U38HM000459	95,100
Total U.S. Department of Health and Human Services			95,100
Total Expenditures of Federal Awards			\$ 847,786

NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Notes to Schedule of Expenditures of Federal Awards For the year ended September 30, 2013

#### Note 1: Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of the Center under programs of the federal government for the year ended September 30, 2013. The information in this Schedule is presented in accordance with requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Because the Schedule presents only a selected portion of the operations of the Center, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Center.

### Note 2: Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in OMB Circular A-122, *Cost Principles for Non-Profit Organizations*, where in certain types of expenditures are not allowable or are limited as to reimbursement.

Pass-through entity identifying numbers are presented where available.

### NATIONAL CENTER FOR HEALTHY HOUSING, INC. AND SUBSIDIARY Schedule of Findings and Questioned Costs For the year ended September 30, 2013

### **Summary of Auditor's Results**

- 1) The auditor's report expresses an unmodified opinion on the financial statements of National Center for Healthy Housing, Inc. and Subsidiary.
- 2) No significant deficiencies relating to the audit of the financial statements are reported in the 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.
- 3) No instances of noncompliance material to the financial statements of National Center for Healthy Housing, Inc. and Subsidiary which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
- 4) No reportable conditions relating to the audit of the major federal award programs are reported in the auditor's report on Compliance with Requirements Applicable to Each Major Program and on Internal Control over Compliance in Accordance with OMB Circular A-133.
- 5) The auditor's report on compliance for the major federal award programs of National Center for Healthy Housing, Inc. and Subsidiary expresses an unmodified opinion on all major federal programs.
- 6) There were no audit findings relative to the major federal award programs for National Center for Healthy Housing, Inc. and Subsidiary.
- 7) The Healthy Homes Technical Studies Grant (CFDA No.14.906) was tested as a major program.
- 8) The threshold used for distinguishing between Type A and B programs was \$300,000.
- 9) National Center for Healthy Housing, Inc. and Subsidiary was determined to be a low-risk auditee.

#### Major Federal Award Programs Audit – Findings and Questioned Costs

#### **Summary of Current Year Findings**

There were no current year findings relative to the major federal awards.

### **Summary of Prior Year Findings**

There were no prior year findings relative to the major federal awards.

