

**Lincoln Council On Aging, Inc.**

**Financial Statements  
For The Year Ended June 30, 2016**

**Lincoln Council on Aging, Inc.**  
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**For The Year Ended June 30, 2016**

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# CAMERON, HINES & COMPANY

(A Professional Accounting Corporation)

*Certified Public Accountants*

104 Regency Place

West Monroe, Louisiana 71291

Mailing Address:

P. O. Box 2474

West Monroe, LA 71294-2474

Phone (318) 323-1717

Fax (318) 322-5121

## INDEPENDENT AUDITORS' REPORT

To The Board of Directors  
Lincoln Council on Aging, Inc.  
Ruston, Louisiana

We have audited the accompanying financial statements of the governmental activities and each major fund and the aggregate remaining fund information of the Lincoln Council on Aging, Inc. as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund and the aggregate remaining fund information of the Lincoln Council on Aging, Inc., as of June 30, 2016, and the respective changes in financial position, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3-10 and 33-41 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Lincoln Council on Aging's basic financial statements. The accompanying other financial information consisting of the schedule of compensation, reimbursements, benefits, and other payments to agency head on page 48 is presented for the purposes of additional analysis and is not a required part of the basic financial statements.

The other supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the other supplementary information is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

### **Other Reporting Required by Government Auditing Standard's**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 29, 2016, on our consideration of the Lincoln Council on Aging'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 the 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 Lincoln Council on Aging's internal control over financial reporting and compliance.

*Cameron, Hines & Company (APAC)*

West Monroe, Louisiana  
December 29, 2016

**Lincoln Council on Aging, Inc.**  
**Management's Discussion and Analysis**  
**For the Year Ended June 30, 2016**

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The following discussion and analysis of Lincoln Council on Aging, Inc.'s financial performance provides an overview of the Council's financial activities for the year ended June 30, 2016. Please read it in conjunction with the financial statements, which begin on page 12.

**FINANCIAL HIGHLIGHTS**

- The Council showed a net decrease in overall net position of \$35,382 or 4.89% this year.
- Net Capital Assets of the Council decreased by \$43,295.
- No deficit fund balances exist at year-end.
- The *unassigned* fund balance for the Council's General Fund was \$45,498 at year-end, which is an increase of \$1,952 from the prior year.

**HOW TO USE THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (on pages 12 and 13) provide information about the activities of the Council as a whole and present a longer-term view of the Council's finances. Fund financial statements begin on page 14. For governmental activities, these statements tell how services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the Council's operations in more detail than the government-wide statements by providing information about the Council's most significant funds.

Our auditor has provided assurance in their independent auditors' report, located immediately after this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. The auditor is providing varying degrees of assurance about Supplementary Financial Information required by GASB Statement 34 and Supplementary Financial Information required by GOEA and Uniform Guidance that follow later in this reporting package. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each part of the financial section of the report.

**Reporting the Council as a Whole Using Government-Wide Statements**

Our analysis of the Council as a whole begins on page 3. An important question to ask about the Council's finances is, "Is the Council as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the statement of Activities (referred to collectively as the Government-Wide Financial Statements) report information about the Council as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting method used by most private-sector companies. All current year revenues and expenses are taken into account regardless of when cash is received or paid.

The Government-Wide statements can be found on pages 12 to 13 and report the Council's net assets and changes in them. Some of the net assets are restricted which means they can only be used for a specific purpose the Statement of Net Position is designed to present the financial position of the Council as of year-end. Over time, increases or decreases in the Council's net position are one indicator of whether its financial position is improving or deteriorating. However, to assess the overall financial position of the Council, you will need to consider other non-financial factors, such as the condition of the Council's capital assets and facilities, the addition or termination of grants and other revenue sources, and the expansion or contraction of programs and services.

**Lincoln Council on Aging, Inc.**  
**Management's Discussion and Analysis**  
**For the Year Ended June 30, 2016**

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The Statement of Activities provides information that shows how the Council's net position changed as a result of this year's activities. All of the Council's significant activities are reported in the Statement of Activities. These activities include an Administration function and a Health, Welfare, and Social Services function. The Health, Welfare, and Social Services function is comprised of various programs that include various supportive social services, nutritional services, utility assistance, and disease prevention and health promotion. All activities of the Council are considered to be governmental activities. A governmental activity is one where the Council uses money it receives from government grants and contracts, along with donations from the general public, to pay for the services it provides to the general public, or a segment of the general, such as the elderly. In other words, the people benefiting from the services are not required to pay for what they receive. If the Council charged fees to cover all or most of the cost of providing a service, that activity would be classified as a business-type activity. The council does not have any business-type activities. However, the Council does charge a small monthly fee to people who rent Medic Alert units and a fee for persons under 60 years old to ride the Council's vans. We do not view the fees we charge for these activities as a business-type activity because we do not intend to make a profit or recover the full cost of providing the service.

**Reporting the Council's Most Significant Funds Using Fund Financial Statements**

Our analysis of the Council's major funds begins on page 9. The Fund Financial Statements can be found on pages 14 to 15 and provide detailed information about the most significant funds – not the Council as a whole. In the Fund Financial Statements you will see a General Fund and a variety of Special Revenue Funds. The General Fund is used to account for all financial resources except those that are required to be accounted for in another fund. The Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes. By using separate funds to track revenues and expenditures, we can control and manage funds for particular purposes or we can show that the fund is meeting legal responsibilities for using certain grants and other money.

The General Fund and Special Revenue Funds are considered governmental funds. Governmental funds focus on how money flows into and out of funds and the balances left at the year-end that are available for spending. These funds are reported using an accounting method called the modified accrual accounting, which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the Council's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Council's programs. We have presented the difference between the net assets of governmental activities and the fund balances of the governmental funds in reconciliation at the bottom of the Balance Sheet for Governmental Funds. In addition, the difference between the change in net assets for the governmental funds and the change in net assets for the governmental activities has been presented in a reconciliation on the Statement of Revenues, Expenditures, and Changes in Fund Balances for the Governmental Funds.

**Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 16 to 31. You should read the notes before making assumptions or drawing conclusions about the Council's financial condition.

**Supplementary Financial Information Required by GASB Statement 34**

The Governmental Accounting Standards Board (GASB) Statement 34 requires budgetary comparison schedules for the General Fund and each major Special Revenue Fund that has a legally adopted annual

**Lincoln Council on Aging, Inc.  
Management's Discussion and Analysis  
For the Year Ended June 30, 2016**

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budget. The schedules compare the original and final appropriated budgets to actual budget results for the Council's fiscal year. We have also opted to present positive and negative variances between the final budget and actual amounts.

Major funds are those funds whose revenues, expenditures, assets, or liabilities are at least 10% of corresponding totals for all governmental funds. In addition, a major fund could be a fund that does not meet these criteria but which I believe is important to present for the Council's financial statement users.

Management's Discussion and Analysis is also required supplementary information (RSI) by GASB Statement 34. However, it is presented as the first item in this reporting package and not with the other RSI by GASB Statement 34.

**Other Supplementary Financial Information Required by GOEA**

The Council has also presented other required supplemental information in this report package.

The Governor's Office of Elderly Affairs (GOEA) has required the Council to present as schedules the information on pages 40 to 41. This information will be used by GOEA to verify the accuracy of information the Council submitted to it during the year and to help GOEA monitor certain compliance requirements set forth in the grants that it has with the Council.

**AN ANALYSIS OF THE COUNCIL AS A WHOLE USING GOVERNMENT-WIDE FINANCIAL STATEMENTS**

The following table reflects condensed information on the Council's net assets:

	<u>2016</u>	<u>2015</u>
<b>Assets</b>		
Current and Other	\$ 115,832	\$ 222,998
Capital Assets, net	573,314	616,609
<b>Total Assets</b>	<u>689,146</u>	<u>839,607</u>
<b>Liabilities</b>	\$ 738	\$ 115,817
<b>Net Position</b>		
Invested in Capital Assets, Net of Related Debt	573,314	616,609
Restricted	69,596	63,635
Unrestricted	45,498	43,546
<b>Total Net Position</b>	<u>\$ 688,408</u>	<u>\$ 723,790</u>

**Lincoln Council on Aging, Inc.**  
**Management's Discussion and Analysis**  
**For the Year Ended June 30, 2016**

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As of June 30, 2016, The Lincoln Council on Aging "as a whole" had assets greater than its liabilities by \$688,408. The Council's total net position decreased from \$723,790 to \$688,408. This equates to a decrease of 4.89%.

The Council's unrestricted net position increased by \$1,952 or 4.49% for the year. About 6.61% of the Council's net position is unrestricted as of June 30, 2016. It is important that the Council have unrestricted net assets so that we will have resources available to adapt to changes in the economy, emergencies, unexpected needs, and reductions in termination of grant revenues by government agencies.

The Council's restricted net position increased by \$5,961 or 9.37% because the Council has not been able to meet the constraints imposed by the donors or grantors of the resources. Net assets are reported as restricted when the constraints placed upon the assets used are either (a) externally imposed by a grantor, contributor, laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

The net position that have been invested in capital assets are presented net of any related outstanding debt incurred to acquire them. For both years presented, there is no debt that has been subtracted from the capital assets amounts. Our policy is to acquire capital assets by paying cash and avoiding debt. This policy helps to assure us that decreases in the Council's future revenues won't impact its ability to provide a certain level of service to our clients and program participants.

The liability for compensated absences has not changed very much during the year. This liability represents what the Council would owe to its employees as of year-end for unused vacation leave. If employee vacation patterns are similar from year to year and if the number of employees remains about the same, then the amount owed at year-end will not change very much from year to year. This liability could adversely affect the Council's financial position if we were to have to lay off a significant portion of our workforce. This event would trigger the immediate payment of unused vacation to the terminated employees resulting in the Council having to use unrestricted net assets to make payments.

Other liabilities decreased by \$115,079 this year. The primary reason for the decrease is related to the Council's general operations. Sometimes the Council receives money from grants in advance before it spends the money. Under the terms of most of the Council's grants and contracts, the Council is not entitled to keep the money until it spends the money for an allowable purpose. Any money that has been received but not spent as of year-end must be presented as a liability in the Council's financial statements. Accordingly, if the Council does not spend the money by the time the grant or contract expires, it will have to refund the unused portion.



**Lincoln Council on Aging, Inc.**  
**Management's Discussion and Analysis**  
**For the Year Ended June 30, 2016**

Table 2 illustrates the revenues and expenses that caused the change in net position over the two-year period.

	2016	2015
<b>Table 2</b>		
<b>Increase (Decrease) in Net Position</b>		
<b>Revenues</b>		
<b>Program Revenues:</b>		
Charges for Services	\$ 15,622	\$ 18,077
Operating Grants and Contributions	441,420	561,422
Capital Grants and Contributions	-	-
<b>General Revenues:</b>		
Interest Income	106	178
Other General Revenues	11,678	30,264
<b>Total Revenues</b>	\$ 468,826	\$ 609,941
<b>Direct Program Expenses for Health</b>		
<b>Welfare, and Social Services Function:</b>		
<b>Supportive Services:</b>		
Homemaker	11,235	10,842
Information and Assistance	8,422	7,882
Legal Assistance	2,217	2,217
Outreach	1,727	1,352
Transportation	89,529	82,362
<b>Nutrition Services:</b>		
Congregate Meals	67,213	119,646
Home Delivered Meals	178,285	252,442
Outreach	507	359
Nutrition Education	913	751
<b>Utility Assistance</b>		
Disease Prevention and Health Promotion	700	-
Caregiver Support	3,518	3,426
Caregiver Support	15,697	18,627
Direct Administration Expenses	124,245	101,965
<b>Total Expenses</b>	504,208	601,871
<b>Increase (Decrease) in Net Position</b>	\$ (35,382)	\$ 8,070

The Council's total revenues decreased by \$141,115 from last year. Total expenses decreased by \$97,663 or 16.23% versus last year. The primary reason for the decrease in revenue and expense relates to reduced grant funding. Generally, unless new sources of funds are found, or unless the amounts of the grants and contracts are raised, it is difficult for us to expand current levels of service or start new programs.

**Lincoln Council on Aging, Inc.**  
**Management's Discussion and Analysis**  
**For the Year Ended June 30, 2016**

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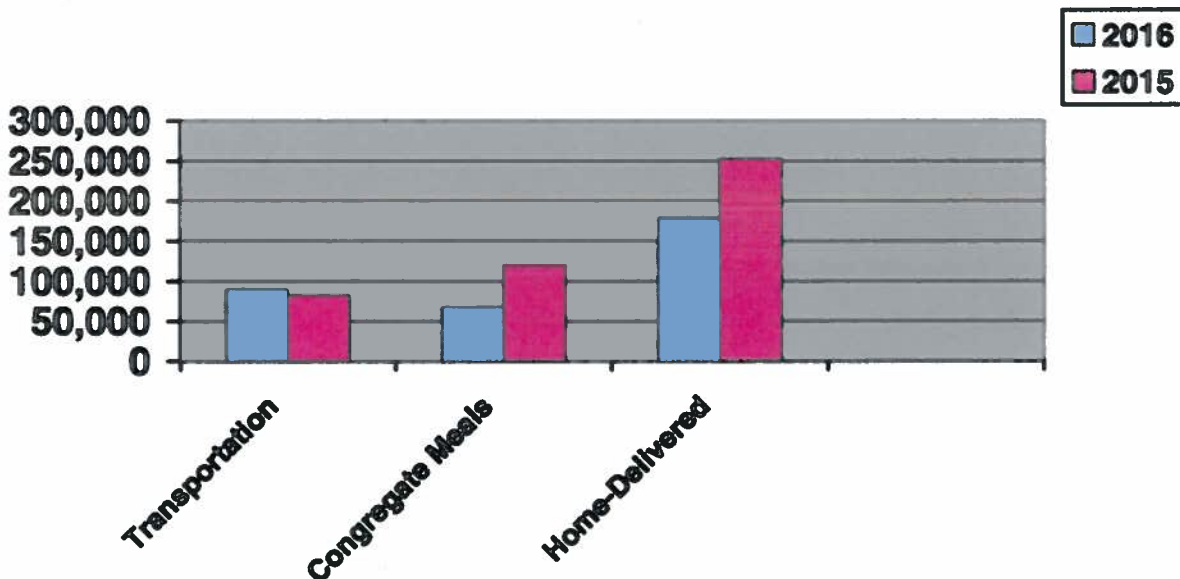
**AN ANALYSIS OF GOVERNMENTAL ACTIVITIES**

Most of the Council's activities are funded by federal, state, or local grants. These grants amount to approximately 94.16% of the revenues of the Council in 2016 and 92.05% in 2015. Some of these grants are restricted which means that the money can only be used in certain programs. The amount of funds available from most of the grants remains rather constant from year to year, however, some grant amounts may change based upon the level of service provided by the Council under the terms of the particular grant award.

The Council also receives donations from its clients and the general public. These revenues help to lessen the financial burden on the Council and allow it to maintain and expand services. Public support revenues represented 2.49% of the total revenues in 2016 and .02% in 2015.

The Council invests idle funds and is able to earn some interest on this money each year. The investment earnings are used or accumulated as necessary to meet expenses each year.

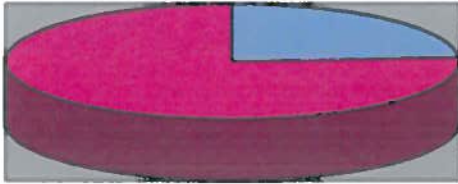
When reviewing the Government-Wide Statement of Activities, there are relationships that are important to the understanding of the Council's operations. As you can see, the Council's largest activities are related to transportation and nutrition services. The Council's main focus is to meet the needs of the elderly citizens of Lincoln Parish. There is a high demand for these services; therefore, resources are channeled to meeting the demand.



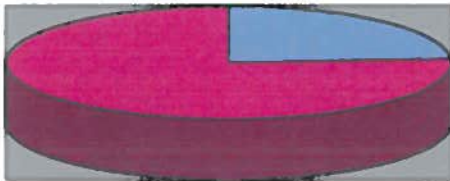
You will also note that most of the governmental activities have more expenses than revenues. We expect this situation to occur and have prepared the Council's budgets for these activities with this in mind. Traditionally, general revenues are used to cover the excess of expenses over revenues in these activities.

**Lincoln Council on Aging, Inc.  
Management's Discussion and Analysis  
For the Year Ended June 30, 2016**

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<b>2016 Expenses by Type</b>		
Administrative Expense	124,245	25%
Direct Expenses	379,963	75%
Total	504,208	



<b>2015 Expenses by Type</b>		
Administrative Expense	101,965	17%
Direct Expenses	499,906	83%
Total	601,871	

Another indication of how we are using money efficiently can be analyzed by comparing the amount of administration costs from year to year as well as calculating the percentage administration expenses bears in relation to total expenses. For 2016, total administrative expenses were \$124,245, or 25% of total expenses in comparison, total administration expenses for 2015 were \$101,965, or 17%.

**AN ANALYSIS OF THE COUNCIL'S FUNDS USING GOVERNMENTAL FUND  
FINANCIAL STATEMENTS**

**Fund Balances**

The Council showed a combined governmental fund balance of \$115,094 (as shown on the Fund Financial Statement's balance sheet at page 14) at the end of this year, which is an increase of \$7,913 versus last year.

**Revenues**

The combined fund revenues decreased \$141,115 this year versus last year, or 23.14%.

**Expenditures**

Total expenditures decreased by \$271,960 this year, or 37.11%.

- Meals expenditures decreased by \$140,347 primarily due to a decrease in funding.
- Capital expenditures increased by \$154,454 due to no equipment purchases in the current year.

**Lincoln Council on Aging, Inc.  
Management's Discussion and Analysis  
For the Year Ended June 30, 2016**

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**AN ANALYSIS OF THE GENERAL FUND BUDGET**

Over the course of this past fiscal year the budget was amended one time. The primary reasons for amending the budget are to account for unanticipated changes in both revenues and expenditures and to prevent compliance violations under the Council's grant from GOEA.

You can find schedules of the original and amended budgets for the General Fund in the *Supplementary Financial Information* Required by GASB Statement 34 section of this report on pages 33 to 38. When you review the budget versus actual schedule, you will note that the favorable and unfavorable variances are not very large. This is a result of the budget amendment process, which allows me the opportunity to use hindsight to adjust the forecast that it made at the beginning of one year. With only one month left in the fiscal year at the time the budget is amended, the risk of a significant budget overrun is reduced because of our ability to more accurately predict what will occur over a shorter period of time versus a longer period of time.

**AN ANALYSIS OF CAPITAL ASSET AND DEBT ADMINISTRATION**

At the end of the year, the Council had \$573,314 in fixed assets net of accumulated depreciation. This amounted to a net decrease of \$43,295 from last year.

**Table 4  
Capital Assets, Net of Depreciation at Year End**

	<u>2016</u>	<u>2015</u>
Vehicles, Furniture & Equipment	\$ 99,220	\$ 125,436
Buildings & Improvements	<u>474,094</u>	<u>491,173</u>
	<u>\$ 573,314</u>	<u>\$ 616,609</u>

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

The Council receives most of its funding from federal and state agencies. Because of this, the source of income for the Council is rather steady. However, some of the Council's grants and contracts are contingent upon the level of service provided by the Council, and therefore, revenues may vary from year to year. In setting its budget for fiscal year 2017, it was important that we deliver at least the same level of service to our clients and the public as we did in 2016. All of the Council's grants and contracts from the usual federal and state agencies have been approved for FY 2017. There have been no significant changes to the funding levels or terms of the grants and contracts. Accordingly, we have set our initial budget to provide the same programs and levels of service next year. GOEA has also approved the Council's budget for next year. There are no plans to add any significant programs for next year.

**CONTACTING THE COUNCIL'S MANAGEMENT**

Our financial report is designed to provide government agencies and the general public an overview of the Council's finances and to demonstrate accountability for the money that it receives. If you have any questions about this report or wish to ask more information, you should contact Michelle Wright, the Council's Executive Director, at the Council's main office located at 1000 Saratoga Street, Ruston, LA, by phone (318) 255-5070, or by e-mail at [mdwright@cox-internet.com](mailto:mdwright@cox-internet.com).

## **BASIC FINANCIAL STATEMENTS**

**Lincoln Council on Aging, Inc.**  
**Statement of Net Position**  
**June 30, 2016**

<b>Assets</b>	<u><b>Governmental Activities</b></u>
Cash and Cash Equivalents	\$ 113,995
Receivables	1,837
Capital Assets, Net of Accumulated Depreciation	<u>573,314</u>
<b>Total Assets</b>	<u><u>\$ 689,146</u></u>
<b>Liabilities and Net Position</b>	
<b>Liabilities</b>	
Accounts Payable	\$ 738
<b>Total Liabilities</b>	<u>738</u>
<b>Net Position</b>	
Invested in Capital Assets, Net of Related Debt	573,314
Restricted For:	
Utility Assistance	11,040
Nutritional Services	58,556
Unrestricted	<u>45,498</u>
<b>Total Net Position</b>	<u>688,408</u>
 <b>Total Liabilities and Net Position</b>	 <u><u>\$ 689,146</u></u>

The accompanying notes are an integral part of this financial statement.

**Lincoln Council on Aging, Inc.**  
**Statement of Activities**  
**For The Year Ended June 30, 2016**

	Total Direct Expenses	Indirect Expenses	Program Revenues			Net (Expense) Revenue and Increase (Decrease) in Net Assets
			Charges for Services	Capital Grants and Contributions	Operating Grants and Contributions	Total Governmental Activities
<b>Primary Government: Functions/Programs</b>						
Governmental Activities:						
Health, Welfare & Social Services:						
Supportive Services:						
Homemaker	\$ 7,333	\$ 3,902	\$ -	\$ -	\$ 6,672	\$ (4,563)
Information and Assistance	5,584	2,838	-	-	5,002	(3,420)
Legal Assistance	2,217	-	-	-	1,317	(900)
Outreach	1,018	709	-	-	1,026	(701)
Transportation	61,506	28,023	2,048	-	53,174	(34,307)
Nutritional Services:						
Congregate Meals	58,469	8,744	5,151	-	67,213	5,151
Home Delivered Meals	150,683	27,602	8,423	-	139,965	(29,897)
Outreach	408	99	-	-	159	(348)
Nutrition Education	778	135	-	-	813	(100)
Utility Assistance	700	-	-	-	-	(700)
Disease Prevention and Health Promotion:						
Medication Management	-	-	-	-	-	-
Wellness	3,518	-	-	-	3,518	-
National Family Caregiver Support:						
Respite Care	12,472	-	-	-	12,472	-
Information and Assistance	109	-	-	-	109	-
Personal Care	3,116	-	-	-	3,116	-
Administration	124,245	-	-	-	66,607	(57,638)
<b>Total Governmental Activities</b>	<b>\$ 432,156</b>	<b>\$ 72,052</b>	<b>\$ 15,622</b>	<b>\$ -</b>	<b>\$ 361,163</b>	<b>\$ (127,423)</b>

**General Revenues:**

Grants and Contributions not restricted to specific programs	80,257
Unrestricted Investment Earnings	106
Miscellaneous	11,678
<b>Total General Revenues, Special Items, and Transfers</b>	<b>92,041</b>
<b>Changes in Net Position</b>	<b>(35,382)</b>
<b>Net Position - Beginning</b>	<b>723,790</b>
<b>Net Position - Ending</b>	<b>\$ 688,408</b>

The accompanying notes are an integral part of this financial statement.

**Lincoln Council on Aging, Inc.**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2016**

	<b>General Fund</b>	<b>Title III-B</b>	<b>Title III-C-1</b>	<b>Title III-C-2</b>
<b>Assets</b>				
Cash and Cash Equivalents	\$ 101,358	\$ -	\$ -	\$ -
Grants and Contracts Receivable	-	-	-	-
Due From Other Funds	1,837	-	-	-
<b>Total Assets</b>	<b>\$ 103,195</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
 <b>Liabilities and Fund Balances</b>				
<b>Liabilities</b>				
Accounts Payable	\$ 738	\$ -	\$ -	\$ -
Advances From Funding Agencies	-	-	-	-
Due to Other Funds	56,959	-	-	-
<b>Total Liabilities</b>	<b>57,697</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balances</b>				
Nonspendable:				
Prepaid Expenditures				
Restricted For:				
Senior Citizen Activities				
Nutritional Services				
Utility Assistance/Weatherization				
Assigned To:	-	-	-	-
Unassigned	45,498	-	-	-
<b>Total Fund Balances</b>	<b>45,498</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 103,195</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Amounts reported for *Governmental Activities* in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and are not reported in the funds

Net Position of Governmental Activities



<b>NSIP USDA</b>	<b>Senior Center</b>	<b>Non-Major Funds</b>	<b>Total Governmental Funds</b>
\$ 1,597	\$ -	\$ 11,040	\$ 113,995
-	-	1,837	1,837
56,959	-	-	58,796
<u>\$ 58,556</u>	<u>\$ -</u>	<u>\$ 12,877</u>	<u>\$ 174,628</u>

\$ -	\$ -	\$ -	\$ 738
-	-	-	-
-	-	1,837	58,796
<u>-</u>	<u>-</u>	<u>1,837</u>	<u>59,534</u>

58,556			58,556
		11,040	11,040
-	-	-	-
-	-	-	45,498
<u>58,556</u>	<u>-</u>	<u>11,040</u>	<u>115,094</u>
<u>\$ 58,556</u>	<u>\$ -</u>	<u>\$ 12,877</u>	

573,314

\$ 688,408

The accompanying notes are an integral part of this financial statement.

**Lincoln Council on Aging, Inc.**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**Governmental Funds**  
**For The Year Ended June 30, 2016**

	General Fund	Title III-B	Title III-C-1	Title III-C-2	NSIP USDA
<b>Revenues</b>					
<b>Intergovernmental:</b>					
Governor's Office of Elderly Affairs (GOEA)	\$ 37,500	\$ 67,191	\$ 62,964	\$ 110,059	\$ 36,994
<b>Public Support (Restricted)</b>					
Entergy	-	-	-	-	-
United Way	-	-	-	29,977	-
Other Donors	-	-	-	-	-
<b>Public Support (Unrestricted)</b>					
Other General Public	-	-	-	-	-
<b>Program Service Fees (Charges for services)</b>					
Transportation	-	2,048	-	-	-
Meals	-	-	5,151	8,423	-
Other Services	-	-	-	-	-
Interest Earned	95	-	-	-	-
Miscellaneous	11,678	-	-	-	-
<b>Total Revenues</b>	<b>49,273</b>	<b>69,239</b>	<b>68,115</b>	<b>148,459</b>	<b>36,994</b>
<b>Expenditures</b>					
<b>Health, Welfare &amp; Social Services</b>					
Personnel	-	72,310	21,371	42,179	-
Fringe	-	5,618	1,676	3,334	-
Travel	86	1,461	125	8,399	-
Operating Services	5,289	26,390	5,814	19,426	-
Operating Supplies	1,033	7,135	191	6,033	-
Other Costs	11	216	63	165	-
Meals	-	-	38,875	99,267	-
Utility Assistance	-	-	-	-	-
Capital Outlays	-	-	-	-	-
<b>Total Expenditures</b>	<b>6,419</b>	<b>113,130</b>	<b>68,115</b>	<b>178,803</b>	<b>-</b>
<b>Excess of Revenues over Expenditures</b>	<b>42,854</b>	<b>(43,891)</b>	<b>-</b>	<b>(30,344)</b>	<b>36,994</b>
<b>Other Financing Sources (Uses)</b>					
Operating Transfers - In	-	43,891	-	30,344	-
Operating Transfers - Out	(40,902)	-	-	-	(30,344)
<b>Total Other Financing Sources (Uses)</b>	<b>(40,902)</b>	<b>43,891</b>	<b>-</b>	<b>30,344</b>	<b>(30,344)</b>
<b>Excess of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses</b>	<b>1,952</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,650</b>
<b>Fund Balances, Beginning of Year</b>	<b>43,546</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>51,906</b>
<b>Fund Balances, End of Year</b>	<b>\$ 45,498</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 58,556</b>

**Net Changes in Fund Balances - Total Governmental Funds**

*Amounts reported for governmental activities in the statement of activities are different because:*

Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:

Depreciation Expense  
Capital asset purchases capitalized

**Changes in Net Position in Governmental Activities**

<u>Senior Center</u>	<u>Non-Major Funds</u>	<u>Total Governmental Funds</u>
\$ 47,776	\$ 48,959	\$ 411,443
-	-	-
-	-	29,977
-	-	-
-	-	-
-	-	2,048
-	-	13,574
-	-	-
-	11	106
-	-	11,678
<u>47,776</u>	<u>48,970</u>	<u>468,826</u>
32,112	12,107	180,079
2,523	941	14,092
185	139	10,395
12,433	28,666	98,018
3,999	502	18,893
-	139	594
-	-	138,142
-	700	700
-	-	-
<u>51,252</u>	<u>43,194</u>	<u>460,913</u>
<u>(3,476)</u>	<u>5,776</u>	<u>7,913</u>
3,476	4,448	82,159
-	(10,913)	(82,159)
<u>3,476</u>	<u>(6,465)</u>	<u>-</u>
-	(689)	7,913
-	11,729	
<u>\$ -</u>	<u>\$ 11,040</u>	

7,913

(43,295)

-

(43,295)

\$ (35,382)

The accompanying notes are an integral part of this financial statement.

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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**NOTE 1 – Purpose of the Council on Aging and Summary of Significant Accounting Policies**

The accounting and reporting policies of the Lincoln Council on Aging, Inc. (the Council) conform to the accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental and financial reporting principles. Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements. The following is a summary of certain significant accounting policies used by the Council:

**a. Purpose of the Council on Aging:**

The purpose of the Council is to collect facts and statistics and make special studies of conditions pertaining to the employment, financial status, recreation, social adjustment, mental and physical health or other conditions affecting the welfare of the aging people in Lincoln Parish; to keep abreast of the latest developments in these fields of activity throughout Louisiana and the United States; to interpret its findings to the citizens of the parish and state; to provide for the mutual exchange of ideas and information on the parish and state level; to conduct public meetings to make recommendations for needed improvements and additional resources; to promote the welfare of aging people; to coordinate and monitor services of other local agencies serving the aging people of the parish; to assist and cooperate with the Governor's Office of Elderly Affairs (GOEA) other departments of state and local government serving the elderly; and to make recommendations relevant to the planning and delivery of services to the elderly of the parish.

The primary services provided by the Council to the elderly residents of Lincoln Parish include providing congregate and home delivered meals, nutrition education, information and assistance, outreach, material aid, home repairs, utility assistance, personal care, homemakers, recreation, legal assistance, disease prevention, health promotion, and transportation.

**b. Reporting Entity:**

In 1964, the State of Louisiana passed Act 456 authorizing the charter of a voluntary council on aging for the welfare of the aging people in each parish of Louisiana. In 1979, the Louisiana Legislature created the Governor's Office of Elderly Affairs (GOEA) (La. R.S. 46:931) with the specific intention that GOEA administer and coordinate social services and programs for the elderly population of Louisiana through sixty-four parish voluntary councils on aging.

Before a council on aging can begin operations in a specific parish, its application for a charter must receive approval from the Governor's Office of Elderly Affairs pursuant to LA R. S. 46:1602. Each council on aging in Louisiana must comply with the state laws that apply to quasi-public agencies, as well as the policies and regulations established by GOEA.

The Lincoln Council on Aging, Inc. is a legally separate, non-profit, quasi-public corporation. The Council incorporated under the provisions of Title 12 Chapter 2 of the Louisiana Revised

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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Statutes and received its charter from the Governor of the State of Louisiana and began operations on November 1, 1974.

A board of directors, consisting of 15 voluntary members, who serve three-year terms, governs the Council. The board of directors is comprised of, but not limited to, representatives of the Parish's elderly population, general public, private businesses, and elected public officials. Board members are elected in the following manner:

- Ten members shall be appointed by the Lincoln Parish Police Jury to represent the elderly population in their respective districts.
- Two members shall be appointed by agencies that serve the elderly (one from the Social Security Administration and one from the Department of Social Services or Department of Health and Human Resources.
- Three at-large members from throughout Lincoln Parish shall be elected by the general membership at the Council's annual meeting.

Although the Lincoln Parish Police Jury appoints a voting majority of the Council's board, the Lincoln Parish Police Jury does not intend to impose its will to affect the operations of the Council. Further, the Lincoln Parish Police only provides the Council about 1% of its total annual revenues (not including any pass-through DOTD funds from FTA) and does not assume any specific financial burdens of the Council. As a result, the Council is not a component unit of the Lincoln Parish Police Jury.

Membership in the Council is open at all times, without restriction, to all residents of Lincoln Parish who have reached the age of majority and who express an interest in the Council and wish to contribute to or share in its programs. Membership fees are not charged.

Based on the criteria set forth in GASB Statement 14, *The Financial Reporting Entity*, the Lincoln Council on Aging, Inc. is not a component unit of another primary government nor does it have any component units that are related to it. In addition, based on the criteria set forth in this statement, the Council has presented its financial statements as a special-purpose, stand-alone government; accordingly, it is applying the provisions of Statement 14 as if it were a primary government.

**c. Basis of Presentation of Statements of the Basic Financial Statements:**

The Council's basic financial statements consist of "government-wide" financial statements on all activities of the Council, which are designed to report the Council as a whole entity, and "fund" financial statements, which purpose are to report individual major governmental funds and combined nonmajor governmental funds.

Both the government-wide and fund financial statements categorize primary activities as either "governmental" or "business" type. The Council's functions and programs have all been categorized as "governmental" activities. The Council does not have any business-type activities, fiduciary funds, or any component units that are fiduciary in nature. Accordingly, the government-wide financial statements do not include any of these activities or funds.

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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**d. Basic Financial Statements – Government-Wide Statements**

The Council's basic financial statements include both Government-Wide (reporting the Council as a whole) and fund financial statements (reporting the Council's major funds). Both the Government-Wide and Fund Financial Statements categorize primary activities as either governmental or business type. The Council's functions and programs have been classified as governmental activities. The Council does not have any business-type activities, fiduciary funds, or any component units that are fiduciary in nature. Accordingly, the Government-Wide financial statements do not include any of these activities or funds.

In the Government-Wide Statement of Net Assets, the governmental type activities column (a) is presented on a consolidated basis by column, (b) recognizes all long-term assets and receivables as well as long-term debt and obligations. The Council's net assets are reported in three parts – invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets. Invested in capital assets, net of related debt accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowing that are attributable to the acquisition, construction, or improvement of those capital assets. Restricted net assets consist of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation. Unrestricted net assets include all other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

The Council's policy is to use restricted resources first to finance its activities except for nutrition services. When providing nutrition services, revenues earned by the Council under its USDA contract with GOEA can only be used to pay for the raw food component of each meal that is bought and served to a person eligible to receive a meal under one of the nutrition programs. The Council's management has discretion as to how and when to use the USDA revenues when paying for nutrition program costs. Quite often unrestricted resources are available for use that must be consumed or they will have to be returned to GOEA. In such cases it is better for management to elect to apply and consume the unrestricted resources before using the restricted resources. As a result, the Council will depart from its usual policy of using unrestricted resources first.

The Government-Wide Statement of Activities reports both the gross and net cost of each of the Council's functions and significant programs. Many functions and programs are supported by general government revenues like intergovernmental revenues, and unrestricted investment income, particularly if the function or program has a net cost. The Statement of Activities begins by presenting gross direct and indirect expenses that include depreciation, and then reduces the expenses by related program revenues, such as operation and capital grants and contributions, to derive the net cost of each function or program. Program revenues most directly associated with the function or program to be used to directly offset its cost. Operation grants include operation-specific and discretionary (either operating or capital) grants, while the capital grants column reflects capital-specific grants.

The Council allocates its indirect costs among various functions and programs in accordance with Circular A-87. The Statement of Activities shows this allocation in a separate column labeled "indirect costs allocations." In addition, GOEA provides grant funds to help the

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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Council pay for a portion of its indirect costs. As a result, only the indirect costs in excess of the GOEA funds are allocated to the Council's other functions and programs.

The Government-Wide Statements focus upon the Council's ability to sustain operations and the change in its net assets resulting from the current year's activities.

**e. Basic Financial Statements – Government-Wide Statements**

The financial transactions of the Council are reported in individual funds in the Fund Financial Statements. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures. Resources are allocated to and accounted for individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds are reported by generic classification within the financial statements.

The Council uses governmental fund types. The focus of the governmental funds' measurement (in the fund statements) is on determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than on net income. An additional emphasis is placed on major funds within the governmental fund types. A fund is considered major if it is the primary operating fund of the council or if its total assets, liabilities, revenues, or expenditures are at least 10% of the corresponding total for all funds of that category or type.

Governmental fund equity is called the fund balance. Fund balance is further classified as reserved and unreserved, with unreserved being further split into designated and undesignated. Reserved means that the fund balance is not available for expenditure because resources have already been expended (but not consumed), or a legal restriction has been placed on certain assets that makes them only available to meet future obligations. Designated fund balances result when management tentatively sets aside amounts to reserve fund balances. Designated amounts can be changed at the discretion of management.

The following is a description of the governmental funds of the Council:

**The General Fund** is the general operating fund of the Council. It is used to account for all financial resources except those required to be accounted for in another fund.

The following types of programs comprise the Council's General Funds:

**Other Local**

Revenues, such as, (1) donations from the general public, (2) income from various fund raisers (3) interest income earned on idle funds which have been invested, have been recorded in the "other local" program of the General Fund. Expenses incurred, which are not chargeable to specific programs, are recorded as "other local" program expenditures. Also, expenses incurred to produce related program service fees and fund raising income are charged as "other local" program expenditures. "Other local" funds are also used as transfers to special revenue funds to supplement those programs. In addition, fixed asset additions are generally paid with "other local" funds.

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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**Senior Activities**

The participants at the Council's Senior Center generate public support through activities to help offset the cost of operating these centers as well as to raise funds for activities that are not paid for through the grants from the Governor's Office of Elderly Affairs. The types of activities used to raise these funds consist of craft sales, raffles, dances, and refreshment sales. There is no restriction on how the net proceeds of these activities are used. However, any expenses paid by the Council to assist the senior citizens in producing revenues for their activities must be reimbursed to the Council by the senior citizens from the revenues they generate.

**PCOA (ACT 735)**

PCOA (ACT 735) funds are appropriated for the Council by the Louisiana Legislature and remitted to the Council via the Governor's Office of Elderly Affairs (GOEA). The Council may use the "Act 735" funds at its discretion provided the program is benefiting people who are at least 60 years old.

**Local Transportation**

The Council also provides transportation services to local agencies for a fee. These program service fees and their related costs are accounted for within the "local transportation" program of the General Fund.

**Special Revenue Funds** are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. A large percentage of the Council's special revenue funds are Title III funds. These funds are provided by the United States Department of Health and Human Services – Administration on Aging to the Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Council.

The Council has established several special revenue funds. The following is a brief description of each special revenue fund's purpose:

**Major Special Revenue Funds**

The **Title III B Fund** is used to account for funds, which are used to provide various units of supportive social services to the elderly. GOEA has established the criteria for defining a qualifying unit of service for each Title III program. Specific supportive social services, along with the number of units provided during the fiscal year, are as follows:

	<u>Units</u>
Information and Assistance	170
Outreach	90
Homemaker	323
Transportation for people Age 60 or older	3,630
Legal	32
Utility Assistance	-



**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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**The Title III C-1 Fund** used to account for funds that are used to provide nutritional, congregate meals to the elderly at meal sites located in Ruston and Dubach areas. During the year the Council served 11,205 meals to people eligible to participate in this program. In addition to the meals serviced, the Council also provided units of nutritional education to eligible participants.

**The Title III C-2 Fund** is used to account for funds that are used to provide nutritional meals to homebound older persons. Using Title III C-2 funds the Council served 29,303 meals during the year to people eligible to participate in this program.

**The Title III – E fund** is used to account for National Family Caregiver Support Program (NFCSB) funds used to provide multi-faceted older individuals who are relative caregivers. NFCSB Caregiver Services include (1) 14 units of information about services/education, (2) units of assistance with access to services, (3) counseling/support groups, (4) 820 units of respite care, (5) supplemental services including material aid, personal care and sitter services. 256 units of personal care services were provided during the fiscal year.

**The N.S.I.P. Fund** is used to account for the administration of Nutrition Program for Elderly funds provided by the United States Department of Agriculture through the *Governor's Office of Elderly Affairs*, which in turn "passes through" the funds to the Council. For the period July 1 to September 30, 2000, the Council received reimbursements from GOEA on a per unit basis (about 55 cents/meal) for each congregate and home-delivered meal served to an eligible participant. Beginning October 1, 2000, GOEA began distributing USDA funds to each parish council on aging in Louisiana based on how many meals each council on aging served in the previous year in relation to the total meals served statewide by all councils. The primary purpose of the USDA reimbursement is to provide money to the Council so that United States food and commodities may be purchased to supplement nutrition programs.

**Non-Major Special Revenue Funds**

**The Title III C Area Agency Administration Fund** is used to account for a portion of the indirect costs of administrating the Council's programs. Each fiscal year GOEA provides the Council with funds to help pay for the costs of administering the Council's special programs for the elderly. The amount of funding is not enough to pay for all the indirect costs. As a result, the Council will allocate its indirect costs to this fund first. Once the GOEA funds are completely used, any indirect costs, in excess of the funds provided by GOEA, are distributed to other funds and programs using a formula based on the percentage each program's direct costs bear to direct costs for all programs.

**The Title III D Fund** is used to account for funds used for disease prevention and health promotion activities. During the year 175 units of wellness service were provided to eligible participants in this program.

**The Senior Center Fund** is used to account for administration of Senior Center program funds appropriated by the Louisiana Legislature to GOEA, which in turn "passes through" the funds to the Council. The purpose of this program is to provide a community service center at which elderly people can receive supportive social services and participate in activities which

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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foster their independence, enhance their dignity, and encourage their involvement in and with the community. The senior centers for Lincoln parish are located in Ruston and Dubach. Senior Center funds can be used at Council's programs that benefit the elderly. Accordingly, during the fiscal year, the Senior Center fund transferred a portion of its grant revenue to the Title III B Fund to subsidize that program's cost of providing supportive services to elderly persons who use the center. Five Thousand eight hundred thirty-five (5835) units of recreation were provided.

**The Utility Assistance Fund** is used to account for the administration of utility assistance programs that are sponsored by local utility companies. The companies collect contributions from service customers and remit the funds to the parish councils on the aging to provide assistance to the elderly for the payment of utility bills. The Council receives its Project Care donations directly from Entergy Corporation. Entergy Helping Hands donations are provided through the Louisiana Association of Councils on Aging, Inc. (East Baton Rouge COA). During the year, the Council was able to provide 8 units of service with these funds.

**The Audit Fund** is used to account for funds received from the Governor's Office of Elderly Affairs that are restricted to use as a supplement to pay for the cost of having an annual audit of the Council's financial statements. The cost allocated to this fund is equal to GOEA supplement. Excess audit costs have been distributed to other funds and programs using the Council's indirect cost allocation formula.

**The Supplemental Senior Center Fund** was established to account for funds that were appropriated by the Louisiana Legislature for the various councils on aging throughout Louisiana to supplement each council's primary grant for senior center operations and activities.

**The Title III – E fund** is used to account for National Family Caregiver Support Program (NFCSP) funds used to provide a multi-faceted system of support services for family caregivers and for grandparents or older individuals who are relative caregivers. NFCSP Caregiver Services include (1) information about services/education, (2) assistance with access to services, (3) counseling/support groups, (4) respite care, (5) supplemental services including material aid, personal care and sitter services.

During the year, the Council was able to provide 1,090 units of service with these funds.

**f. Measurement Focus and Basis of Accounting:**

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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**1. Accrual Basis – Government-Wide Financial Statements (GWFS):**

The Statement of Net Assets and the Statement of Activities display information about the Council as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

**2. Modified Accrual Basis – Fund Financial Statements (FFS):**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. “Measurable” means the amount of the transactions can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Council considers all revenues “available if they are collected within 60 days after year-end. Expenditures are generally recorded under modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that (1) unmatured principle and interest on long-term debt, if any, are recorded when due and (2) claims and judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources.

**g. Interfund Activity**

Interfund activity is reported as either loans or transfers. Loans between funds are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. All other interfund transactions are treated as transfers. Transfers represent a permanent reallocation of resources between funds. Transfers between funds are netted against one another as part of the reconciliation of the change in fund balances in the fund financial statements to the change in net assets in the Government-Wide Financial Statements.

**h. Cash and Cash Equivalents:**

Cash includes amounts in demand deposits, interest-bearing demand deposits, and petty cash. Cash equivalents include amount in time deposits and those investments with original maturities of 90 days or less. Cash and cash equivalents are reported at their carrying amount that equal their fair values.

**i. Investments:**

GASB Statement 31 requires the Council to report its investments at fair value, except for investments in non-participating interest-earning contracts, such as non-negotiable certificates of deposit with *redemption terms that do not consider market rates*. This type of investment is reported using cost-based measure, provided that the fair market value of the contract is not significantly affected by the impairment of the credit standing of the issuer or other factors.

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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Investments that included securities traded on a national or international exchange are valued based on their last reported sales price. Investments that do not have an established market are reported at estimated fair value.

**j. Prepaid Expenses/Expenditures:**

Prepaid expenses include amounts paid for services in advance. These are shown as assets on the Government-Wide Statement of Net Assets. In the Fund Financial Statements, the Council has elected not to include amounts paid for future services as expenditures until those services are consumed to comply with the cost reimbursement terms of grant agreements. As a result, the prepaid expenditures are shown as an asset on the balance sheet of the Fund Financial Statements until they are consumed. In addition, a corresponding amount of the fund balance of the General Fund has been reserved to reflect the amount of fund balance not currently available for expenditures. At the year-end, there were not any prepaid expenses.

**k. Capital Assets:**

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. Capital assets are long-lived assets that have been purchased or acquired with an original cost of at least \$1,000 and that have an estimated useful life of greater than one year. When purchased or acquired, these assets are recorded as capital assets in the Government-Wide Statement of Net Assets. In contrast, in the Fund Financial Statements, capital assets are recorded as expenditures of the fund that provided the resources to acquire the assets. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, then it is recorded as its estimated fair market value at the date of donation.

For capital assets recorded in the Government-Wide Financial Statements, depreciation is computed and recorded using the straight-line method for the asset's estimated useful life. The estimated useful lives of various classes of depreciable capital assets are as follows:

Buildings	40 years
Building Improvements	20 years
Equipment	5-7 years
Vehicles	5 years

Salvage values have not been estimated by management when calculating how much of an asset's cost needs to be depreciated except for vehicles. For that category of capital asset, management has used 10% of the vehicle's initial cost as a salvage value estimate.

Depreciation is not computed or recorded on capital assets for purposes of the Fund Financial Statements.

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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**l. Unpaid Compensated Absences:**

The Council's policies for vacation time permit employees to accumulate earned but unused vacation leave. Accordingly, a liability for the unpaid vacation leave has been recorded in the Government-Wide Statements. Management has estimated the current and long-term portions of this liability based on historical trends. The amount accrued as the compensated absence liability was determined using the number of vested vacation hours for each employee multiplied by the employee's wage rate in effect at the end of the year. An amount is added to this total for social security and Medicare taxes.

In contrast, the governmental funds in the Fund Financial Statements report only compensated absence liabilities that are payable from expendable available financial resources to the extent that the liabilities mature (or come due for payment). Vacation leave does not come due for payment until an employee makes a request to use it or terminates employment with the Council. Accordingly, no amounts have been accrued as fund liabilities as of year-end in the Fund Financial Statements. The differences in the methods of accruing compensated absences creates a reconciling item between the fund and government-wide financial statement presentations.

The Council's sick leave policy does not provide for the vesting of sick leave thereby requiring the employee to be paid for any unused leave upon termination of employment. Accordingly, no amounts have been accrued as unpaid compensated absences in the Government-Wide Financial Statements relative to sick leave.

**m. Allocation of Indirect Expenses:**

The Council reports all direct expenses by function and programs of functions in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function or program. Indirect expenses are recorded as direct expenses of the Administration function. GOEA provides funds to partially subsidize the Council's Administration function. The unsubsidized net cost of the Administration function is allocated using a formula that is based primarily on the relationship of direct cost a program bears to the direct cost of all programs. There are some programs that cannot absorb any indirect cost allocation according to their grant or contract limitations.

**n. Management's Use of Estimates:**

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. Accordingly, actual results may differ from those estimates.

**o. Elimination and Reclassifications:**

In the process of aggregating data for the Statement of Net Assets and the Statement of Activities, some amounts reported as interfund activity and balances in the funds were eliminated or reclassified. Interfund receivables and payables were eliminated to minimize the "grossing up" effect on assets and liabilities within the governmental activities column. Certain amounts relating to prior year balances have been reclassified in the accompanying financial statements in order to conform with current year presentation.

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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**p. Deferred Revenues**

The Council reports deferred revenues on its Statement of Net Assets and on the balance sheet of the Fund Financial Statements. Deferred revenues arise when the Council receives resources before it has a legal claim to them, as when grant monies are received before the occurrence of qualifying expenditures. In subsequent periods, when the Council has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and the revenue is recognized.

**q. Use of Estimates:**

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

**r. Budget Policy**

The Council used the following procedures to derive in the budgetary data, which has been presented on pages 33-39 of these financial statements.

**NOTE 2 – Revenue Recognition**

Revenues are recoded in the Government-Wide Statements when they are earned under the accrual basis of accounting.

Revenues are recorded in the Fund Financial Statements using the modified accrual basis of accounting. In applying the susceptible to accrual concept using this basis of accounting, intergovernmental grant revenues, program service fees, and interest income are usually both measurable and available. However, timing and amounts of the receipts of public support and miscellaneous revenues are often difficult to measure; therefore, they are recorded as revenue in the period received.

**NOTE 3 – Cash**

*Custodial credit risk – deposits.* The Council's cash and certificates of deposit consist of deposits with financial institutions. State statutes govern the Council's investment policy.

Permissible investments include direct obligations of the U.S. Government and agency securities, certificates of deposit, and savings accounts or savings certificates of savings and loan associations and repurchase agreements. In addition, local governments in Louisiana are authorized to invest in the Louisiana Asset Management Pool, Inc. (LAMP), a non-profit corporation formed by an initiative of the State Treasurer and organized under the laws of the State of Louisiana, which operates the local government investment pool. Collateral is required for

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

demand deposits, certificates of deposit, savings certificates of savings and loan associations and repurchase agreements at 100% of all amounts not covered by deposit insurance. Obligations that may be pledged as collateral are obligations of the United States government and its agencies and obligations of the state and its subdivisions. Per Louisiana State law, collateral is not required for funds invested in LAMP.

The following is a schedule of the Council's cash and certificates of deposit at June 30, 2016. Differences between the Council's balances and the bank balances arise because of the net effect of deposits-in-transit and outstanding checks.

	<u>Book Balance</u>	<u>Bank Balance</u>
Cash on Deposit	<u>\$ 113,995</u>	<u>\$ 144,097</u>

The Council's deposits are collateralized as follows:

FDIC Insured Deposits	\$144,097
Uninsured Deposits:	
Collateralized	-
<b>Total Deposits</b>	<u><b>\$144,097</b></u>

*Credit risk.* The Council's only investments are the certificates of deposit mentioned above, therefore the Council is exposed to no credit risk.

*Concentration of credit risk.* The Council does not limit the amount that may be invested in securities of any one issuer. Applicable state statutes do not place limits on credit concentration.

*Interest rate risk.* The Council manages its exposure to declines in fair values by limiting the maturity of its investments to not longer than one year.

**NOTE 4 – Government Grants and Contracts Receivable**

Government grants and contracts receivable represent amount owed to the Council under a grant award or contract with a provider of federal, state, or local funds; such amount being measurable and available as of year-end. Government grants and contracts receivable at year-end, consist of reimbursements for expenses incurred under the following programs:

<u>Program</u>	<u>Fund</u>	<u>Funding Agency</u>	<u>Amount</u>
National Family Caregiver Support	Title III-E	GOEA	<u>\$1,837</u>
Total government grants and contracts receivable			<u>\$1,837</u>

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

**NOTE 5 – Changes in Capital Assets**

A summary of changes in capital assets is as follows:

<u>Capital Assets</u>	<u>Balance 06-30-15</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance 06-30-16</u>
Vehicles	\$ 288,040	\$ -	\$ -	\$ 288,040
Furniture and Equipment	124,162	-	-	124,162
Building & Improvements	571,726	-	-	571,726
Subtotal	<u>983,928</u>	<u>-</u>	<u>-</u>	<u>983,928</u>
Accumulated Depreciation:				
Vehicles	172,605	-	23,087	195,692
Furniture & Equipment	114,161	-	3,128	117,289
Buildings & Improvements	80,553	-	17,080	97,633
Subtotal	<u>367,319</u>	<u>-</u>	<u>43,295</u>	<u>410,614</u>
Net Capital Assets	<u>\$ 616,609</u>	<u>\$ -</u>	<u>\$ 43,295</u>	<u>\$ 573,314</u>

Depreciation was charged to governmental activities as follows:

Administration	\$ 17,080
Nutrition Services:	
Home Delivered Meals	-
Supportive Services:	
Wellness & Recreation (Non-priority services)	3,128
Transportation	<u>23,087</u>
Total depreciation expense for Governmental activities	<u>\$ 43,295</u>

**NOTE 6 – Deferred Revenue**

A summary of the Council's deferred revenue is as follows at year-end:

<u>Program</u>	<u>Fund</u>	<u>Provider</u>	<u>Amount</u>
No Deferred Revenues at June 30, 2016.			\$ -
Totals			<u>\$ -</u>

The programs listed above have unearned revenues for this fiscal year because insufficient units of service provided. Accordingly, the money will have to be returned to GOEA.



**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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**NOTE 7 – Board of Director’s Compensation**

The Board of Directors is a voluntary board; therefore, no compensation has been paid to any member. However, board members are reimbursed for out-of-pocket costs they might incur on behalf of the Council in accordance with the Council’s applicable reimbursement policy.

**NOTE 8 – In-Kind Contributions**

The Council received \$4,800 in various in-kind contributions during the year, which have been valued at their estimated fair market value, and presented in this report as revenue. Related expenditures, equal to the in-kind revenues, have also been presented, thereby producing no effect on net income (loss) in the governmental fund types.

The primary in-kind contributions consisted of free rent for two meal sites and office.

A summary of the in-kind contributions and their respective values is as follows:

<u>Program</u>	<u>Amount</u>
Facility Rentals	\$ 4,800
Total In-Kind Contributions	\$ <u>4,800</u>

**NOTE 9 – Income Status**

The Council, a nonprofit corporation, is exempt from federal income taxation under Section 501 (c) (3) of the Internal Revenue Code, and as an organization that is not a private foundation as defined in Section 509 (a) of the Code. It is also exempt from Louisiana income tax.

**NOTE 10 – Lease and Rental Commitments**

The Council leases a copy machine for \$223 per month. The lease operates on a month-to-month basis. Total rent expenditures/ expenses of \$2,676, have been included in these financial statements.

**NOTE 11 – Judgment, Claims, and Similar Contingencies**

There is no litigation pending against the Council as of year-end. The Council’s management believes that any potential lawsuits would be adequately covered by insurance or resolved without any material impact upon the Council’s financial statements.

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

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**NOTE 12 – Contingencies-Grant Programs**

The Council participates in a number of state and federal grant programs, which are governed by various rules and regulations. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the Council has not complied with the rules and regulations governing the grants, refunds of any money received and the collectability of any related receivable at year-end may be impaired. In management's opinion, there are no significant contingent liabilities relating to compliance with the rules and regulations governing state and federal grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies. Audits of prior years have not resulted in any significant disallowed costs or refunds. Any costs that would be disallowed would be recognized in the period agreed upon by the grantor agency and the Council.

**NOTE 13 – Economic Dependency**

The Council receives the majority of its revenues from funds provided through grants administered by the Louisiana Governor's Office of Elderly Affairs (GOEA) and the Louisiana Department of Transportation and Development (DOTD). The grant amounts are appropriated each year by the federal and state governments. If significant budget cuts are made at the federal and/or state level, the amount of the funds the Council receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the Council will receive in the next fiscal year.

**NOTE 14 – Interfund Receivables and Payables**

Because the Council operates most of its programs under cost reimbursement type grants, it has to pay for costs using its General Fund money and then request reimbursement for the advanced cost under the grant programs. Such advances create short-term interfund loans.

**NOTE 15 – Risk Management**

The Council is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; and natural disasters. The Council has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. There have been no significant reductions in coverage from the prior year. No settlements were made during the year that exceeded the Council's insurance coverage.

The Council's management has not purchased commercial insurance or made provision to cover or reduce the risk of loss, as a result of business interruption and certain acts of God, like floods or earthquakes.

**Lincoln Council on Aging, Inc.**  
**Notes to Financial Statements**  
**For the Year Ended June 30, 2016**

**NOTE 16 – Interfund Transfers**

Interfund transfers to and from are listed by fund for the fiscal year as follows:

	Funds Transferred From:				<u>Totals To</u>
	<u>General</u>	<u>NSIP</u>	<u>Senior Center</u>	<u>Supplemental Senior Center</u>	
Transfer To:					
General	-	-	-	-	-
AAA	4,448	-	-	-	4,448
III B	36,454	-	-	7,437	43,891
III C1	-	-	-	-	-
III C2	-	30,344	-	-	30,344
III D	-	-	-	-	-
Senior Center	-	-	-	3,476	3,476
Totals From	40,902	30,344	-	10,913	82,159

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and to (2) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations. These transfers were eliminated as a part of the consolidation process in preparing the Government-Wide Financial Statements.

**NOTE 17 - Subsequent Events**

Date of Management Evaluation

Management has evaluated subsequent events through December 29, 2016, the date on which the financial statements were available to be issued.

**NOTE 18 - Uncertain Tax Positions**

The provisions of FASB Interpretation No. 48 (FIN 48) were adopted by the organization on July 1, 2009. The adoption of FIN 48 did not result in any changes to net assets or deferred income tax liabilities.

Accrued interest and penalties associated with uncertain tax positions are included as a component of the provision for income taxes. There were no unrecognized tax benefits at July 1, 2009. For the fiscal year ended June 30, 2016, there were no unrecognized tax benefits, or accrued interest and penalties.

The company files Form 990, an informational tax return in the U.S. federal tax jurisdiction. Federal tax returns prior to 2012 are closed.

**REQUIRED SUPPLEMENTARY INFORMATION**

**Lincoln Council on Aging, Inc.**  
**Budgetary Comparison Schedule – General Fund**  
**For The Year Ended June 30, 2016**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>	<u>GAAP</u> <u>Basis</u>	<u>Final Budget</u> <u>Favorable</u> <u>(Unfavorable)</u>
<b>Revenues</b>				
<b>Intergovernmental:</b>				
Governor's Office of Elderly Affairs:				
PCOA	\$ 37,500	\$ 37,500	\$ 37,500	\$ -
Other GOEA Programs	-	-	-	-
Public Support	-	-	-	-
Investment Income	-	-	95	95
Miscellaneous	-	-	11,678	11,678
<b>Total Revenues</b>	<b>37,500</b>	<b>37,500</b>	<b>49,273</b>	<b>11,773</b>
<b>Expenditures</b>				
<b>Current:</b>				
Personnel	-	-	-	-
Fringe	-	-	-	-
Travel	-	-	86	(86)
Operating Services	-	-	5,289	(5,289)
Operating Supplies	-	-	1,033	(1,033)
Other Costs	-	-	11	(11)
Full Service Contracts	-	-	-	-
Audit Fees	-	-	-	-
Meals	-	-	-	-
Utility Assistance	-	-	-	-
Capital Outlays	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>6,419</b>	<b>(6,419)</b>
<b>Excess (deficiency) of Revenues over Expenditures</b>	<b>37,500</b>	<b>37,500</b>	<b>42,854</b>	<b>5,354</b>
<b>Other Financing Sources (Uses)</b>				
Transfers In	-	-	-	-
Transfers Out	(37,500)	(37,500)	(40,902)	3,402
<b>Total Other Financing Sources (Uses)</b>	<b>(37,500)</b>	<b>(37,500)</b>	<b>(40,902)</b>	<b>3,402</b>
<b>Net increase (decrease) in fund balances</b>	<b>-</b>	<b>-</b>	<b>1,952</b>	<b>1,952</b>
<b>Fund Balances, Beginning of Year</b>	<b>43,546</b>	<b>43,546</b>	<b>43,546</b>	<b>-</b>
Prior Period Adjustment	-	-	-	-
<b>Fund Balances, End of Year</b>	<b>\$ 43,546</b>	<b>\$ 43,546</b>	<b>\$ 45,498</b>	<b>\$ 1,952</b>

See independent auditors' report.

**Lincoln Council on Aging, Inc.**  
**Budgetary Comparison Schedule – Title III B Fund**  
**For The Year Ended June 30, 2016**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u> <u>GAAP</u> <u>Basis</u>	<u>Final Budget</u> <u>Favorable</u> <u>(Unfavorable)</u>
<b>Revenues</b>				
<b>Intergovernmental</b>				
Governor's Office of Elderly Affairs	\$ 67,191	\$ 67,191	\$ 67,191	\$ -
<b>Public Support</b>	1,800	3,000	2,048	(952)
<b>Total Revenues</b>	<u>68,991</u>	<u>70,191</u>	<u>69,239</u>	<u>(952)</u>
<b>Expenditures</b>				
<b>Current:</b>				
<b>Personnel</b>	63,663	71,622	72,310	(688)
<b>Fringe</b>	4,978	5,603	5,618	(15)
<b>Travel</b>	1,844	4,181	1,461	2,720
<b>Operating Services</b>	32,394	21,730	26,390	(4,660)
<b>Operating Supplies</b>	5,461	8,392	7,135	1,257
<b>Other Costs</b>	2,824	2,810	216	2,594
<b>Full Service Contracts</b>	-	-	-	-
<b>Meals</b>	-	-	-	-
<b>Utility Assistance</b>	-	-	-	-
<b>Capital Outlays</b>	-	-	-	-
<b>Total Expenditures</b>	<u>111,164</u>	<u>114,338</u>	<u>113,130</u>	<u>1,208</u>
<b>Excess (deficiency) of Revenues over Expenditures</b>	<u>(42,173)</u>	<u>(44,147)</u>	<u>(43,891)</u>	<u>256</u>
<b>Other Financing Sources (Uses)</b>				
<b>Transfers In</b>	42,173	44,147	43,891	(256)
<b>Transfers Out</b>	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<u>42,173</u>	<u>44,147</u>	<u>43,891</u>	<u>(256)</u>
<b>Net increase (decrease) in fund balances</b>	-	-	-	-
<b>Fund Balances, Beginning of Year</b>	-	-	-	-
<b>Fund Balances, End of Year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See independent auditors' report.

**Lincoln Council on Aging, Inc.**  
**Budgetary Comparison Schedule – Title III C-1 Fund**  
**For The Year Ended June 30, 2016**

	Budgeted Amounts		Actual Amounts	Variance With Final Budget
	Original	Final	GAAP Basis	Favorable (Unfavorable)
<b>Revenues</b>				
<hr/>				
Intergovernmental				
Governor's Office of Elderly Affairs	\$ 62,964	\$ 62,964	\$ 62,964	\$ -
Public Support	6,000	9,000	5,151	(3,849)
In-Kind Resources	-	-	-	-
Total Revenues	68,964	71,964	68,115	(3,849)
<hr/>				
<b>Expenditures</b>				
<hr/>				
Current:				
Personnel	22,435	22,333	21,371	962
Fringe	1,754	1,746	1,676	70
Travel	139	500	125	375
Operating Services	4,166	4,259	5,814	(1,555)
Operating Supplies	188	167	191	(24)
Other Costs	162	155	63	92
Full Service Contracts	-	-	-	-
Meals	46,800	52,950	38,875	14,075
Utility Assistance	-	-	-	-
Capital Outlays	-	-	-	-
In-Kind Resources	-	-	-	-
Total Expenditures	75,644	82,110	68,115	13,995
<b>Excess (deficiency) of Revenues over Expenditures</b>	<b>(6,680)</b>	<b>(10,146)</b>	<b>-</b>	<b>10,146</b>
<hr/>				
<b>Other Financing Sources (Uses)</b>				
Transfers In	6,680	10,146	-	(10,146)
Transfers Out	-	-	-	-
Total Other Financing Sources (Uses)	6,680	10,146	-	(10,146)
Net increase (decrease) in fund balances	-	-	-	-
<b>Fund Balances, Beginning of Year</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balances, End of Year</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

See independent auditors' report.

**Lincoln Council on Aging, Inc.**  
**Budgetary Comparison Schedule – Title III C-2 Fund**  
**For The Year Ended June 30, 2016**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>	<u>GAAP</u>	<u>Final Budget</u>
			<u>Basis</u>	<u>Favorable</u>
				<u>(Unfavorable)</u>
<b>Revenues</b>				
<b>Intergovernmental</b>				
Governor's Office of Elderly Affairs	\$ 110,059	\$ 110,059	\$ 110,059	\$ -
United Way	27,006	35,799	29,977	(5,822)
Program Service Fees	4,700	8,000	8,423	423
<b>Total Revenues</b>	<u>141,765</u>	<u>153,858</u>	<u>148,459</u>	<u>(5,399)</u>
<b>Expenditures</b>				
<b>Current:</b>				
Personnel	50,017	57,355	42,179	15,176
Fringe	3,911	4,485	3,334	1,151
Travel	7,663	7,511	8,399	(888)
Operating Services	16,864	13,397	19,426	(6,029)
Operating Supplies	5,602	6,765	6,033	732
Other Costs	471	477	165	312
Full Service Contracts	-	-	-	-
Meals	84,240	97,075	99,267	(2,192)
Utility Assistance	-	-	-	-
Capital Outlays	-	-	-	-
<b>Total Expenditures</b>	<u>168,768</u>	<u>187,065</u>	<u>178,803</u>	<u>8,262</u>
<b>Excess (deficiency) of Revenues over Expenditures</b>	<u>(27,003)</u>	<u>(33,207)</u>	<u>(30,344)</u>	<u>2,863</u>
<b>Other Financing Sources (Uses)</b>				
Transfers In	27,003	33,207	30,344	(2,863)
Transfers Out	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<u>27,003</u>	<u>33,207</u>	<u>30,344</u>	<u>(2,863)</u>
Net increase (decrease) in fund balances	-	-	-	-
<b>Fund Balances, Beginning of Year</b>	-	-	-	-
<b>Fund Balances, End of Year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See independent auditors' report.



**Lincoln Council on Aging, Inc.**  
**Budgetary Comparison Schedule – NSIP Fund**  
**For The Year Ended June 30, 2016**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u> <u>GAAP</u> <u>Basis</u>	<u>Final Budget</u> <u>Favorable</u> <u>(Unfavorable)</u>
<b>Revenues</b>				
<b>Intergovernmental</b>				
Governor's Office of Elderly Affairs	\$ 36,994	\$ 36,994	\$ 36,994	\$ -
Public Support	-	-	-	-
Interest Earned	-	-	-	-
<b>Total Revenues</b>	<u>36,994</u>	<u>36,994</u>	<u>36,994</u>	<u>-</u>
<b>Expenditures</b>				
<b>Current:</b>				
Personnel	-	-	-	-
Fringe	-	-	-	-
Travel	-	-	-	-
Operating Services	-	-	-	-
Operating Supplies	-	-	-	-
Other Costs	-	-	-	-
Full Service Contracts	-	-	-	-
Meals	-	-	-	-
Utility Assistance	-	-	-	-
Capital Outlays	-	-	-	-
Inkind	-	-	-	-
<b>Total Expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Excess (deficiency) of Revenues over Expenditures</b>	<u>36,994</u>	<u>36,994</u>	<u>36,994</u>	<u>-</u>
<b>Other Financing Sources (Uses)</b>				
Transfers In	-	-	-	-
Transfers Out	(36,994)	(36,994)	(30,344)	6,650
<b>Total Other Financing Sources (Uses)</b>	<u>(36,994)</u>	<u>(36,994)</u>	<u>(30,344)</u>	<u>6,650</u>
<b>Net increase (decrease) in fund balances</b>	<u>-</u>	<u>-</u>	<u>6,650</u>	<u>6,650</u>
<b>Fund Balances, Beginning of Year</b>	<u>51,906</u>	<u>51,906</u>	<u>51,906</u>	<u>-</u>
<b>Fund Balances, End of Year</b>	<u>\$ 51,906</u>	<u>\$ 51,906</u>	<u>\$ 58,556</u>	<u>\$ 6,650</u>

See independent auditors' report.

**Lincoln Council on Aging, Inc.**  
**Budgetary Comparison Schedule – Senior Center Fund**  
**For The Year Ended June 30, 2016**

	Budgeted Amounts		Actual Amounts	Variance With Final Budget
	Original	Final	GAAP Basis	Favorable (Unfavorable)
<b>Revenues</b>				
<b>Intergovernmental</b>				
Governor's Office of Elderly Affairs	\$ 55,589	\$ 55,589	\$ 47,776	\$ (7,813)
Public Support	-	-	-	-
<b>In-Kind Resources</b>	<u>3,600</u>	<u>3,600</u>	-	<u>(3,600)</u>
<b>Total Revenues</b>	<u>59,189</u>	<u>59,189</u>	<u>47,776</u>	<u>(11,413)</u>
<b>Expenditures</b>				
<b>Current:</b>				
Personnel	35,497	33,943	32,112	1,831
Fringe	2,775	2,654	2,523	131
Travel	100	246	185	61
Operating Services	13,335	15,055	12,433	2,622
Operating Supplies	4,368	5,128	3,999	1,129
Other Costs	304	304	-	304
Full Service Contracts	-	-	-	-
Meals	-	-	-	-
Utility Assistance	-	-	-	-
Capital Outlays	-	-	-	-
In-Kind Resources	<u>3,600</u>	<u>3,600</u>	-	<u>3,600</u>
<b>Total Expenditures</b>	<u>59,979</u>	<u>60,930</u>	<u>51,252</u>	<u>9,678</u>
<b>Excess (deficiency) of Revenues over Expenditures</b>	<u>(790)</u>	<u>(1,741)</u>	<u>(3,476)</u>	<u>(1,735)</u>
<b>Other Financing Sources (Uses)</b>				
Transfers In	790	1,741	3,476	1,735
Transfers Out	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<u>790</u>	<u>1,741</u>	<u>3,476</u>	<u>1,735</u>
Net increase (decrease) in fund balances	-	-	-	-
<b>Fund Balances, Beginning of Year</b>	-	-	-	-
<b>Fund Balances, End of Year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See independent auditors' report.

**Lincoln Council on Aging, Inc.**  
**Notes to Budgetary Comparison Schedules**  
**For The Year Ended June 30, 2016**

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The Council follows these procedures in establishing the budgetary data reflected in these financial statements:

The Governor's Office of Elderly Affairs (GOEA) notifies the Council each year as to the funding levels for each program's grant award.

The executive director prepares a proposed budget based on the funding levels provided by GOEA and then submits the budget to the Board of Directors for approval.

The Board of Directors reviews and adopts the budget before June 30<sup>th</sup> of the current year for the next year.

The adopted budget is forwarded to the Governor's Office of Elderly Affairs for final approval.

All budgetary appropriations lapse at the end of the fiscal year.

The budget is prepared on a modified accrual basis, consistent with the basis of accounting, for comparability of budgeted and actual revenues and expenditures.

Actual amounts are compared to budgeted amounts periodically during the fiscal year as a management control device.

The Council may transfer funds between line items as often as required, but must obtain prior approval for the Governor's Office of Elderly Affairs for funds received under grants from this state agency.

Expenditures cannot legally exceed appropriations on an individual level.

Amounts were not budgeted for revenues and expenses for the utility assistance fund because they were not legally required and the amount of revenues to be received under this program could not be determined.

**Lincoln Council on Aging, Inc.**  
**Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances**  
**Non-Major Governmental Funds**  
**For The Year Ended June 30, 2016**

<b>Revenues</b>	<b>Title III-E</b>	<b>Title III-C - AAA</b>	<b>Title III-D</b>
<b>Intergovernmental:</b>			
Governor's Office of Elderly Affairs (GOEA)	\$ 15,697	\$ 18,831	\$ 3,518
United Way of America	-	-	-
<b>Public Support (Restricted)</b>			
Entergy	-	-	-
Client Contributions	-	-	-
Other Donors	-	-	-
<b>Public Support (Unrestricted)</b>			
United Way	-	-	-
Other General Public	-	-	-
<b>Program Service Fees (Charges for services)</b>			
Transportation	-	-	-
Other Services	-	-	-
Interest Earned	-	-	-
<b>Total Revenues</b>	<b>15,697</b>	<b>18,831</b>	<b>3,518</b>
<b>Expenditures</b>			
<b>Health, Welfare &amp; Social Services</b>			
Personnel	-	12,107	-
Fringe	-	941	-
Travel	-	139	-
Operating Services	15,697	9,451	3,518
Operating Supplies	-	502	-
Other Costs	-	139	-
Full Service Contracts	-	-	-
Meals	-	-	-
Utility Assistance	-	-	-
Capital Outlays	-	-	-
InKind Contributions	-	-	-
<b>Total Expenditures</b>	<b>15,697</b>	<b>23,279</b>	<b>3,518</b>
<b>Excess of Revenues over Expenditures</b>	<b>-</b>	<b>(4,448)</b>	<b>-</b>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers - In	-	4,448	-
Operating Transfers - Out	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>-</b>	<b>4,448</b>	<b>-</b>
<b>Excess of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balances, Beginning of Year</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balances, End of Year</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<u>Utility Assistance</u>	<u>Audit</u>	<u>Supplemental Senior Center</u>	<u>Total</u>
\$ -	\$ -	\$ 10,913	\$ 48,959
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
11	-	-	11
<u>11</u>	<u>-</u>	<u>10,913</u>	<u>48,970</u>
-	-	-	12,107
-	-	-	941
-	-	-	139
-	-	-	28,666
-	-	-	502
-	-	-	139
-	-	-	-
-	-	-	-
700	-	-	700
-	-	-	-
-	-	-	-
<u>700</u>	<u>-</u>	<u>-</u>	<u>43,194</u>
<u>(689)</u>	<u>-</u>	<u>10,913</u>	<u>5,776</u>
-	-	-	4,448
-	-	(10,913)	(10,913)
-	-	(10,913)	(6,465)
<u>(689)</u>	<u>-</u>	<u>-</u>	<u>(689)</u>
11,729	-	-	11,729
<u>\$ 11,040</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 11,040</u>

See independent auditors' report.

**Lincoln Council on Aging, Inc.**  
**Comparative Schedule of Capital Assets**  
**And Changes in Capital Assets**  
**For The Year Ended June 30, 2016**

	<u>Balance June 30, 2015</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2016</u>
<b>Capital Assets:</b>				
Vehicles	\$ 288,040	\$ -	\$ -	\$ 288,040
Furniture and equipment	124,162	-	-	124,162
Buildings & Improvements	571,726	-	-	571,726
<b>Total Capital Assets</b>	<u>\$ 983,928</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 983,928</u>
<b>Investments in Capital Assets:</b>				
Property acquired with funds from-				
Ombudsman	\$ 1,257	\$ -	\$ -	\$ 1,257
Title IIIB - SS	3,834	-	-	3,834
Title IIIC - AAA	2,055	-	-	2,055
Title IIIC - 1	2,936	-	-	2,936
Title IIIC - 2	51,635	-	-	51,635
Title IIID Preventive Health	8,835	-	-	8,835
Senior Center	49,184	-	-	49,184
General funds and local donations	670,811	-	-	670,811
PCOA	175,659	-	-	175,659
Acquired before 1985	17,722	-	-	17,722
<b>Total Investment in Capital Assets</b>	<u>983,928</u>	<u>-</u>	<u>-</u>	<u>983,928</u>

See independent auditors' report.

# CAMERON, HINES & COMPANY

(A Professional Accounting Corporation)

*Certified Public Accountants*

104 Regency Place

West Monroe, Louisiana 71291

Mailing Address:

P. O. Box 2474

West Monroe, LA 71294-2474

Phone (318) 323-1717

Fax (318) 322-5121

## **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***

Lincoln Council on Aging, Inc.  
Ruston Louisiana

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 governmental activities and each major fund and the aggregate remaining fund information, of the Lincoln Council on Aging, Inc. as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements, and have issued our report thereon dated December 29, 2016.

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

In planning and performing my audit of the financial statements, we considered the Lincoln Council on Aging, Inc.'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Fund's internal control. Accordingly, we do not express an opinion on the effectiveness of the Lincoln Council on Aging, 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 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. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs that we consider to be a significant deficiency, listed as item 2016-01.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Lincoln Council on Aging, 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 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 one instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and questioned costs as item 2016-02.

**Lincoln Council on Aging, Inc.'s Response to Findings**

Lincoln Council on Aging, Inc.'s response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The Council's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

**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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Cameron, Hines & Company (APAC)*

West Monroe, Louisiana  
December 29, 2016



**Lincoln Council on Aging, Inc.**  
**Schedule of Findings and Questioned Costs**  
**For The Year Ended June 30, 2016**

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To The Board of Directors  
Lincoln Council on Aging, Inc.

We have audited the financial statements of the Lincoln Council on Aging, Inc. as of and for the year ended June 30, 2016, and have issued our report thereon dated December 29, 2016. 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 audit of the financial statements as of June 30, 2016, resulted in an unmodified opinion.

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

**A. Report on Internal Control and Compliance Material to the Financial Statements**

**Deficiencies in Internal Control**

Material Weakness  yes  no  
Significant Deficiencies not considered to be  
Material Weaknesses  yes  no

**Compliance**

Compliance Material to Financial Statements  yes  no

**B. Federal Awards – N/A**

Material Weakness Identified  yes  no

Significant Deficiencies not considered to be  
Material Weaknesses  yes  no

**Type of Opinion on Compliance For Major Programs**

Unqualified  Qualified   
Disclaimer  Adverse

Are their findings required to be reported in accordance with Uniform  
Guidance?

**C. Identification of Major Programs: N/A**

Dollar threshold used to distinguish between Type A and Type B Programs.

Is the auditee a "low-risk" auditee, as defined by Uniform Guidance?

**Lincoln Council on Aging, Inc.**  
**Schedule of Findings and Questioned Costs**  
**For The Year Ended June 30, 2016**

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**Section II- Financial Statement Findings**

**16-01 Segregation of Duties**

**Condition:**

During the audit, it was noted that the same employee, (the Executive Director) is responsible for entering all transactions into the accounting system, preparing deposits, and reconciling the bank statements. She also has the authority to sign checks as well.

**Criteria:**

Segregation of duties is essential for effective controls to reduce the risk of errors.

**Cause:**

The Council has a small staff that does not allow for proper segregation of duties.

**Potential Effect:**

The result is the danger that intentional or unintentional errors could be made and not be detected in a timely manner.

**Recommendation:**

We recommend that the Board members keep an active role in the accounting process by approving invoices before payment, reviewing the bank statements each month, and signing checks.

**Management's Response:**

Board members do take an active role in the accounting function. All checks require two signatures, and when possible, two board member with signature authority sign checks and one board member reconciles the bank statements.

**16-02 Budget Authority and Control**

**Condition:**

It was noted that actual expenditures on the general fund exceeded the total budgeted expenditures by more than five percent.

**Criteria:**

Under Louisiana law, statute 39:1311 requires that the budget must be amended when actual expenditures and other uses, within a fund, exceeds budgeted expenditures and other uses by more than five percent.

**Cause:**

The Council did not amend its General Fund budget for the variance on expenditures.

**Lincoln Council on Aging, Inc.**  
**Schedule of Findings and Questioned Costs**  
**For The Year Ended June 30, 2016**

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**Potential Effect:**

The Council is not in compliance with state budget law.

**Recommendation:**

We recommend that the Council monitor its budget on a regular basis so that amendments can be made in a timely manner in order to comply with state budget laws.

**Management's Response:**

The Council normally amends its budgets in June of each year, but it did not do so this year. We will monitor future budgets closer.

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

This section is not applicable for this entity.

**Lincoln Council on Aging, Inc.  
Schedule of Prior Year Findings  
For the Year Ended June 30, 2016**

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**Internal Control and Compliance Material to the Financial Statements**

**15-01 Segregation of Duties**

**Condition:**

During the audit, it was noted that the same employee, (the Executive Director) is responsible for entering all transactions into the accounting system, preparing deposits, and reconciling the bank statements. She also has the authority to sign checks as well.

**Recommendation:**

I recommend that the Board members keep an active role in the accounting process by approving invoices before payment, reviewing the bank statements each month, and signing checks.

**Status:**

Not cleared. See 2016-01.

**15-02 Budget Authority and Control**

**Condition:**

It was noted that actual expenditures on the general fund exceeded the total budgeted expenditures by more than five percent.

**Recommendation:**

We recommend that the Council monitor its budget on a regular basis so that amendments can be made in a timely manner in order to comply with state budget laws.

**Status:**

Cleared. See 2016-02.

**15-03 Engagement Completion**

**Condition:**

Lincoln Council on Aging, Inc. did not submit its financial statements to the Louisiana Legislative Auditor within the allotted six month time period.

**Recommendation:**

We recommend that the Council have its books and records for audit in a timely manner in order to comply with state audit requirements.

**Status:**

Cleared.

**Section III-Federal Award Findings and Question Costs – N/A**

**Management Letter**

No management letter was issued.

**Lincoln Council on Aging, Inc.**  
**Schedule of Compensation, Reimbursements, Benefits,**  
**and Other Payments to Agency Head**  
**For the Year Ended June 30, 2015**

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**Agency Head:**

Executive Director

**Purpose:**

Salary	\$ 46,505
Benefits - Payroll Taxes and Insurance	3,557
Travel	-
Reimbursements	-
<b>Total Compensation, Benefits and Other Payments</b>	<b><u>\$ 50,062</u></b>

See independent auditors' report.