Financial Statements and Report of Independent Certified Public Accountants

Catholic Community Services of the Archdiocese of Philadelphia

June 30, 2022 and 2021

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REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

Board of Directors Catholic Community Services of the Archdiocese of Philadelphia

Opinion

We have audited the financial statements of Catholic Community Services of the Archdiocese of Philadelphia, (the "Entity"), which comprise the statements of financial position as of June 30, 2022 and 2021, and the related statements of activities and changes in net assets and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as of June 30, 2022 and 2021, and the results of its activities and changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for opinion

We conducted our audits of the financial statements in accordance with auditing standards generally accepted in the United States of America (US GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Entity and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of management for the financial statements

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

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

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with US GAAS will always detect a material misstatement when it exists. The risk of not detecting a material



misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with US GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Entity's ability to continue as a going concern for a reasonable period of time.

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

Other matters

Supplementary information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The schedules of revenue and operating expenses for the year ended June 30, 2022 are presented for purposes of additional analysis and are not a required part of the financial statements. Such 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 financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures. These additional procedures included comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with US GAAS. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Sant Thornton LLP

Philadelphia, Pennsylvania December 22, 2022

STATEMENTS OF FINANCIAL POSITION

June 30,

ASSETS	 2022	 2021
Accounts receivable - DHS, less allowance of \$32,000 for 2021 and 2020 Prepaid expenses and other assets	\$ 3,629,546 226,597	\$ 1,038,594 259,641
Total assets	\$ 3,856,143	\$ 1,298,235
LIABILITIES AND NET ASSETS		
Accounts payable and accrued expenses Salaries and wages payable Due to Catholic Social Services	\$ 72,292 272,940 3,487,996	\$ 51,670 296,962 936,133
Total liabilities	3,833,228	1,284,765
Net assets	 22,915	 13,470
Total liabilities and net assets	\$ 3,856,143	\$ 1,298,235

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

STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS

Years ended June 30,

	2022	2021
Operating revenue		
Governmental revenue	\$ 6,268,965	\$ 6,050,180
Total operating revenue	6,268,965	6,050,180
Operating expenses		
Salaries, wages and other payroll costs	5,045,592	5,051,603
Administrative and general	829,611	658,796
Occupancy	363,112	346,956
Direct expenses of care	50,869	36,661
Total operating expenses	6,289,184	6,094,016
Deficiency in operating revenue	(20,219)	(43,836)
Other revenue		
Catholic Charities Appeal	-	40,000
St Vincent's Tacony	25,000	-
Donations	4,664	<u> </u>
Total other revenue	29,664	40,000
CHANGE IN NET ASSETS	9,445	(3,836)
Net assets		
Beginning of year	13,470	17,306
End of year	\$ 22,915	\$ 13,470

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

STATEMENTS OF CASH FLOWS

Years ended June 30,

	2022		2021	
Cash flows from operating activities:				
Change in net assets	\$	9,445	\$	(3,836)
Adjustments to reconcile change in net assets to net cash provided by operating activities:				
Changes in operating assets and liabilities:				
Accounts receivable - DHS		(2,590,952)		724,126
Prepaid expenses and other assets		33,044		(25,170)
Accounts payable and accrued expenses		20,622		(94,258)
Salaries and wages payable		(24,022)		13,854
Due to Catholic Social Services		2,551,863		(614,716)
Net cash provided by operating activities				
Cash, beginning of year				-
Cash, end of year	\$		\$	

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

NOTES TO FINANCIAL STATEMENTS

June 30, 2022 and 2021

NOTE A - ORGANIZATION

Catholic Community Services of the Archdiocese of Philadelphia (the "Organization") is a community-based agency that is responsible for the provision of direct case management services to children and families in a designated region of North Philadelphia.

The accompanying financial statements include programs operated and administered by the Organization.

Catholic Charities of the Archdiocese of Philadelphia, operating as Catholic Social Services of the Archdiocese of Philadelphia ("CSS") established in 1919, is a multi-faceted social services organization whose departments offer a wide range of services to meet the needs of children, adults and families including adoption and foster care programs. CSS functions as a self-contained entity and maintains separate financial statements for each of its operations. The Organization is one of the entities operating under CSS.

The Archdiocese of Philadelphia (the "Archdiocese") was proclaimed a Catholic diocese in 1808 and raised to an Archdiocese in 1875. The Archdiocese oversees the activities of the Roman Catholic Church (the "Church") for the five counties of Philadelphia, Bucks, Chester, Delaware and Montgomery in the southeastern part of the Commonwealth of Pennsylvania and is operated in accordance with the provisions of the 1983 Code of Canon Law, as amended, of the Church. The Organization, which is related, is operated separately and distinctly from the Archdiocese.

Catholic Charities Appeal, a separate legal corporation and a related organization, raises money for certain organizations within the Archdiocese, including the Organization.

NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The accompanying financial statements have been prepared on the accrual basis in conformity with accounting principles generally accepted in the United States of America ("US GAAP"). The Organization presents its financial statements in accordance with the guidance set forth by the Financial Accounting Standards Board ("FASB") in regard to *Financial Statements of Not-for-Profit Organizations*. Accordingly, the Organization's net assets and its revenues and expenses are classified into two categories, based on the existence or absence of donor-imposed restrictions.

- Net assets without donor restrictions are not subject to donor-imposed restrictions and may be designated for specific purposes by action of the Board of Directors.
- Net assets with donor restrictions include contributions, including pledges, trusts, remainder interests, income and appreciation which can be expended but for which restrictions have not yet been met, or which are required by donors to be perpetually retained. Such restrictions include purpose restrictions where donors have specified the purpose for which the net assets are to be spent, or time restrictions imposed by donors or implied by the nature of the gift.

The Organization has no net assets, revenues or expenses classified as with donor restrictions as of June 30, 2022 and 2021.

NOTES TO FINANCIAL STATEMENTS - CONTINUED

June 30, 2022 and 2021

Use of Estimates

The preparation of financial statements in conformity with US GAAP 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. The most significant management estimates and assumptions are related to the allowance for doubtful accounts. Actual results could differ from those estimates.

Governmental Revenue

The Organization receives its funding through a contract with the Philadelphia Department of Human Services ("DHS"). The ultimate determination of amounts reimbursable under cost reimbursement contracts/agreements is based upon this contract. The Organization expects all expenses incurred will be reimbursed.

The Organization is subject to numerous laws and regulations of federal, state and local governments. Compliance with these laws and regulations can be subject to government review and interpretation, as well as regulatory actions unknown and unasserted at this time. Government activity in the health care industry has increased with respect to investigations and allegations concerning possible violations of regulations by health care providers, which could result in the imposition of significant fines and penalties, as well as significant repayments of previously billed and collected revenues of client services. As a result, there is at least a reasonable possibility that recorded estimates will change by a material amount in the near term. Management believes that it is in compliance with all applicable laws and regulations and is not aware of any pending or threatened investigations involving allegations of potential wrongdoing.

Allowance for Doubtful Accounts

The Organization continually monitors accounts receivable for collectability issues. The allowance is based upon management's judgment and is determined by considering a number of factors, including the length of time accounts receivable are past due, the Organization's previous loss history, the nature of the service provided and other pertinent factors. The Organization writes off accounts receivable when they become uncollectible, and payments subsequently received on such receivables are credited to the allowance for doubtful accounts.

Allocated Expenses - Archdiocese of Philadelphia - Catholic Social Services

CSS provides administrative and accounting services for institutions and group homes, including the Organization. The total expenses incurred by CSS in providing services are accumulated and allocated on a pro rata basis to the institutions and group homes. The allocated amount is reported as an administrative and general expense in the statements of activities. Any difference between the allocation and the amount charged to the institutions and group homes during the year is considered a contribution of services from CSS.

NOTES TO FINANCIAL STATEMENTS - CONTINUED

June 30, 2022 and 2021

Risks and Uncertainties

In March 2020, the World Health Organization declared COVID-19, the disease caused by the novel coronavirus, a pandemic, which started to and continues to spread throughout the United States of America. The primary focus as the effects of COVID-19 began to affect the Organization was the health and safety of the families in their care and the employees. The Organization implemented various measures to provide the safest possible environment within its facility during this pandemic and will continue to do so. Additionally, in response to the pandemic, the Organization incurred additional costs for testing, personal protective equipment, third party contract services and other operating costs associated with ensuring consumer and employee safety while operating during a pandemic.

In March of 2020 all in-home visits ceased and were conducted virtually or via conference calls. Limited supervisory visits resumed in the spring of 2021; limited home visits resumed in June of 2021 and full home visits resumed in August 2021.

The impact of the COVID-19 pandemic did not have a material effect on the Organization's financial results during the years ended June 30, 2022 and 2021. Management continues to actively monitor the effect of COVID-19 to operating revenues and expenses and based on the continuing uncertainties of COVID-19, it is unable to determine if it will have a material impact on its operations for the year ending June 30, 2023.

The Organization has begun to see increases to its consumer volumes however, volumes have not returned to pre-pandemic levels. Management believes that the adverse impact that COVID-19 will have on its future operations and financial results will depend upon many factors, most of which are beyond management's capability to control or predict.

Liquidity and Availability of Resources

Financial assets available for general expenditure, all of which are classified as net assets without donor restrictions, within one year of the statement of financial position date consist of the following at June 30:

	 2022	 2021
Accounts receivable	\$ 3,629,546	\$ 1,038,594
Assets available to management	3,629,546	1,038,594
Liabilities to be settled within one year Accounts payable and accrued expenses Salaries and wages payable Due to CSS	 (72,292) (272,940) (3,487,996)	 (51,670) (296,962) (936,133)
Assets available to management less liabilities to be settled within one year	\$ (203,682)	\$ (246,171)

In addition to the financial assets listed above, the Organization operates within a prudent range of fiscal responsibility and anticipates collecting sufficient revenue to cover its operating expenses. Refer to the statements of cash flows, which identifies the sources and uses of the Organization's cash.

CSS provides cash management services for the various excluded entities discussed in Note B, which includes the receipt of program revenues and payments of operating expenses. The cash activity is recorded through Due to Catholic Social Services, which is settled periodically.

NOTES TO FINANCIAL STATEMENTS - CONTINUED

June 30, 2022 and 2021

Pending Accounting Pronouncements

In February 2016, the FASB issued ASU 2016-02, Leases, which requires that most leased assets be recognized on the balance sheet as assets and liabilities for the rights and obligations created by these leases. ASU 2016-02, as amended, is effective for fiscal years beginning after December 15, 2021. An entity is required to apply the amendments in ASU 2016-02 under the modified retrospective transition approach. This approach includes a number of optional practical expedients, which are described in the final standard. Under these practical expedients, an organization will continue to account for leases that commence before the effective date in accordance with current U.S. GAAP, unless the lease is modified. However, lessees are required to recognize on the balance sheet leased assets and liabilities for operating leases at each reporting date. The Organization is assessing the impact of the new standard and its amendments at this time.

NOTE C - ACCOUNTS RECEIVABLE - DHS

At June 30, 2022 and 2021, the Organization had uncollateralized net accounts receivable from DHS of \$3,629,546 and \$1,038,594, respectively. This balance potentially subjects the Organization to a concentration of credit risk. The Organization monitors its funding arrangements with DHS and other governmental agencies.

NOTE D - PENSION PLAN

Lay Employees' Retirement Plan - Frozen Effective June 30, 2014

Through June 30, 2014, the eligible lay employees of the Organization were covered under the Archdiocese of Philadelphia Lay Employees' Retirement Plan (the "Plan"), which is a defined benefit pension plan covering substantially all lay employees of the Archdiocese, based on age and service requirements. The Plan is administered by the Trustees of the Plan. The Organization made annual contributions to the Plan at a rate of 5.9% of the salaries of eligible employees for both of the years ended June 30, 2022 and 2021. The amount expensed by the Organization for contributions to the Plan was \$202,710 and \$216,107 for the fiscal years ended June 30, 2022 and 2021, respectively. Separate accounts for vested benefits and pension fund assets are not maintained for each institution. The Plan was frozen in fiscal year 2014.

Archdiocese of Philadelphia 403(b) Retirement Plan

The Archdiocese established a 403(b) defined contribution plan. Under the 403(b) plan, and subject to statutory limits, all employees at least 18 years of age are immediately eligible to make voluntary deferred salary contributions into the 403(b) plan.

Employer contributions, which cover employees meeting the eligibility requirements below, are discretionary. The following are the eligibility requirements for the employer contributions:

<u>Grandfathered Employees</u> - Any employee who was accruing benefits as an active participant in the Plan as of its freeze date of June 30, 2014 is a grandfathered employee and will be eligible to receive employer contributions beginning with the first payroll on or after September 1, 2014.

NOTES TO FINANCIAL STATEMENTS - CONTINUED

June 30, 2022 and 2021

<u>Non-Grandfathered Employees</u> - Non-grandfathered employees are eligible to receive the employer contribution beginning with the first payroll coinciding with or immediately following the completion of 1,000 hours of service during the 18-month period beginning July 1, 2014 through December 31, 2015. The employee must also have attained at least 18 years of age to be eligible. For a non-grandfathered employee hired prior to July 1, 2014 who does not meet the eligibility requirements for an employer contribution in the time frame described above, the period for determining whether or not one meets the 1,000 hour service requirement will shift to the calendar year beginning January 1, 2016.

<u>Vesting</u> - Vesting in employer contributions to a 403(b) plan account will be immediate for any grandfathered employee who has completed 12 months of service as of June 30, 2014. Vesting in employer contributions for all other employees will take place after the completion of 12 months of service.

In fiscal years 2022 and 2021, the Archdiocese employer contribution rate was 4.5% of base salary for eligible employees. The contributions by the Organization into the 403(b) plan totaled \$154,610 and \$164,827 for the years ended June 30, 2022 and 2021, respectively.

NOTE E - RELATED-PARTY TRANSACTIONS

The Organization leases certain facilities and equipment, utilized in the delivery of its services, from the Archdiocese and is covered under various insurance and retirement plans administered by the Archdiocese.

CSS provides administrative and accounting services for related institutions and group homes, including the Organization. The total expenses incurred by CSS in providing services are accumulated and allocated on a pro rata basis to the institutions and group homes. The allocated amount is reported as an administrative and general expense in the statements of activities. Any difference between the allocation and the amount charged to the institution during the year is considered a contribution of services from CSS. Repayment of amounts due to CSS is expected when cash is available. The amount due to CSS and related entities was \$3,487,996 and \$936,133 as of June 30, 2022 and 2021, respectively.

St Vincent's Tacony and Catholic Charities Appeal donated \$25,000 and \$40,000 to the Organization during the fiscal years ended June 30, 2022 and 2021, respectively.

The transactions with the Archdiocese and CSS charged to expense as reflected in the statements of activities for the fiscal years ended June 30, were as follows:

2022		2021		
Archdiocese of Philadelphia Lay employee pension contributions	\$	202,710	\$	216,107
Catholic Social Services Allocated administrative and accounting costs		257,139		254,602
Total	\$	459,849	\$	470,709

NOTES TO FINANCIAL STATEMENTS - CONTINUED

June 30, 2022 and 2021

Included in accounts payable and accrued expenses are certain related-party amounts. These amounts are as follows for June 30:

	2022		2021	
Catholic Housing and Community Services	\$	14,230	\$	18,231

NOTE F - INCOME TAX STATUS

The Organization follows guidance that clarifies the accounting for uncertainty in tax positions taken or expected to be taken in a tax return, including issues relating to financial statement recognition and measurement. This guidance provides that the tax effects from an uncertain tax position can only be recognized in the financial statements if the position is "more-likely-than-not" to be sustained if the position were to be challenged by a taxing authority. The assessment of the tax position is based solely on the technical merits of the position, without regard to the likelihood that the tax position may be challenged.

The Organization is exempt from federal income tax under IRC section 501(c)(3), though it is subject to tax on income unrelated to its exempt purpose, unless that income is otherwise excluded by the Code. The Organization has processes presently in place to ensure the maintenance of its tax-exempt status; to identify and report unrelated income; to determine its filing and tax obligations in jurisdictions for which it has nexus; and to identify and evaluate other matters that may be considered tax positions. The Organization has determined that there are no material uncertain tax positions that require recognition or disclosure in the financial statements.

NOTE G - FUNCTIONAL EXPENSES

The Organization provides case management services to young men, women and children. Expenses related to providing these services are as follows:

		2022				
	Activities Total Exp Management Year Er		Management		al Expenses ear Ended	
		Program and General		June 30, 2022		
Salaries, wages and other payroll cost Administrative and general expenses	\$	4,780,763 572,472	\$	264,829 257,139	\$	5,045,592 829,611
Occupancy Direct expenses of care		363,112 50,869		-		363,112 50,869
Total expenses	\$	5,767,216	\$	521,968	\$	6,289,184

NOTES TO FINANCIAL STATEMENTS - CONTINUED

June 30, 2022 and 2021

		2021 Supporting Activities Total Expe				
	Program	Management and General	Year Ended June 30, 2021			
Salaries, wages and other payroll cost Administrative and general expenses Occupancy Direct expenses of care	\$ 4,799,22 404,19 346,95 36,66	254,602 6 -	\$ 5,051,603 658,796 346,956 36,661			
Total expenses	\$ 5,587,03	<u>\$ 506,984</u>	\$ 6,094,016			

Expenses are charged directly to the functions above except for key employee salaries and benefits, which are allocated based on estimated time performing activities for each respective function.

NOTE H - SUBSEQUENT EVENTS

Management has evaluated subsequent events for the year ended June 30, 2022 through December 22, 2022, which is the date the financial statements were available to be issued. Pursuant to the requirements, there were no events or transactions occurring during the subsequent event reporting period which require recognition or disclosure in the financial statements.

SUPPLEMENTARY INFORMATION

SCHEDULE OF REVENUE

Year ended June 30, 2022

Operating revenue Governmental revenue	
Human services funding	\$ 6,268,965
Total operating revenue	6,268,965
Other revenue	
Donation - St Vincent's Tacony	25,000
Donations	4,664
Total other revenue	29,664
Total revenue	\$ 6,298,629

SCHEDULE OF OPERATING EXPENSES

Year ended June 30, 2022

Salaries, wages and other payroll costs	
Administration	\$ 1,024,768
Professional	2,654,595
Clerical	110,710
Maintenance and services	62,010
FICA (employer's share)	286,063
Workers' compensation insurance	46,542
Unemployment tax	33,420
Employees' health and retirement benefits	 827,484
Total salaries, wages and other payroll costs	 5,045,592
Administrative and general expenses	
Administrative and accounting services allocated from Archdiocese of Philadelphia -	
Catholic Social Services	257,139
Professional fees	246,892
Telephone	76,666
Transportation	119,650
Conference and conventions	9,148
Equipment - replacement	59,065
General expenses and supplies	44,158
Postage	5,785
Charity	 11,108
Total administrative and general expenses	 829,611
Occupancy	
Rental	299,900
Repairs and maintenance - buildings and grounds	43,528
Utilities	 19,684
Total occupancy	363,112
Total occupancy	 303,112
Direct expenses of care	
Food	1,808
Personal items	9,333
Other direct child care expenses	 39,728
Total direct expenses of care	 50,869
Total operating expenses	\$ 6,289,184