

**CENTRAL SUSQUEHANNA
SIGHT SERVICES**

FINANCIAL STATEMENTS

December 31, 2017

CENTRAL SUSQUEHANNA SIGHT SERVICES

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Independent Auditor's Report

To the Board of Directors
Central Susquehanna Sight Services
Sunbury, PA 17801

We have audited the accompanying financial statements of Central Susquehanna Sight Services (a nonprofit organization), which comprise the statement of assets, liabilities, and net assets – modified cash basis as of December 31, 2017, and the related statements of support, revenue, expenses and changes in net assets – modified cash basis, functional expenses – modified cash basis, and cash flows – modified cash basis for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting as described in Note 2; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible 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.

Auditor's Responsibility

Our responsibility is to express an opinion 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 of 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.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, and net assets of Central Susquehanna Sight Services as of December 31, 2017, and its support, revenue, and expenses for the year then ended in accordance with the modified cash basis of accounting as described in Note 2.

Basis of Accounting

We draw attention to Note 2 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.

Herring, Roll + Salama

April 17, 2018

CENTRAL SUSQUEHANNA SIGHT SERVICES
STATEMENT of ASSETS, LIABILITIES and NET ASSETS - MODIFIED CASH BASIS
December 31, 2017

ASSETS - UNRESTRICTED

Current Assets:

| | |
|----------------------|----------------|
| Cash (Note 3) | \$ 9,372 |
| Investments (Note 4) | 392,637 |
| Inventory | <u>1,763</u> |
| Total Current Assets | <u>403,772</u> |

Fixed Assets:

| | |
|-------------------------------|--------------------------|
| Land | 5,000 |
| Buildings | 247,639 |
| Automobile | 79,284 |
| Equipment | <u>40,449</u> |
| Total Fixed Assets | 372,372 |
| Less Accumulated Depreciation | <u>(223,103)</u> |
| Net Fixed Assets | <u>149,269</u> |
| Total Assets | <u><u>\$ 553,041</u></u> |

LIABILITIES AND NET ASSETS

Current Liabilities:

| | |
|---------------------------|---------------|
| Credit Card Liability | \$ 166 |
| Payroll Taxes Payable | 3,409 |
| Sales Tax Payable | (8) |
| Customer Deposits | 48 |
| Line of Credit | <u>25,000</u> |
| Total Current Liabilities | <u>28,615</u> |

| | |
|----------------------------------|--------------------------|
| Total Liabilities | <u>28,615</u> |
| Net Assets - Unrestricted | <u>524,426</u> |
| Total Net Assets | <u>524,426</u> |
| Total Liabilities and Net Assets | <u><u>\$ 553,041</u></u> |

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

CENTRAL SUSQUEHANNA SIGHT SERVICES
STATEMENT of SUPPORT, REVENUE, EXPENSES and
CHANGES in NET ASSETS - MODIFIED CASH BASIS
For the Year Ending December 31, 2017

PUBLIC SUPPORT:

| | |
|---------------------------|---------------|
| Foundations/special gifts | \$ 40,950 |
| Trusts | 1,053 |
| Bequests | - |
| Solicited contributions | 7,976 |
| United Way allocation | 12,283 |
| Unsolicited contributions | 10,747 |
| Total Public Support | <u>73,009</u> |

GOVERNMENT GRANTS:

| | |
|-------------------------|---------------|
| Social Services | 71,392 |
| Prevention | 16,698 |
| Total Government Grants | <u>88,090</u> |

OTHER RECEIPTS:

| | |
|------------------------------|---------------|
| Investment income | 9,498 |
| Rugs, caning and broom sales | 1,998 |
| Visual aid sales | - |
| Eye exam program | 15 |
| Raffle income | 16,551 |
| Other income | 2,480 |
| Total Other Receipts | <u>30,542</u> |

TOTAL PUBLIC SUPPORT, GOVERNMENT GRANTS AND CASH RECEIPTS

\$ 191,641

Cash Expenses

PROGRAM SERVICES:

| | |
|-------------------------|----------------|
| Blind workshop | \$ 4,429 |
| Social Services | 138,342 |
| Prevention of blindness | 70,954 |
| Blind aids and grants | 550 |
| Total Program Services | <u>214,275</u> |

SUPPORTING SERVICES:

| | |
|---------------------------|---------------|
| Administrative | 13,398 |
| Solicitation | 1,575 |
| Total Supporting Services | <u>14,973</u> |

Total Program and Supporting Services

229,248

Other Increases/(Decreases) in Net Assets:

| | |
|---------------------------------------|--------|
| Realized gain from sale of securities | 4,746 |
| Unrealized security appreciation | 30,743 |

Total Other Increases/(Decreases) in Net Assets

35,489

TOTAL EXPENSES AND OTHER INCREASES/(DECREASES) IN NET ASSETS

\$ 193,759

Net Decrease in Net Assets

(2,118)

Net Assets at beginning of year

526,544

Net Assets at end of year

\$ 524,426

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

CENTRAL SUSQUEHANNA SIGHT SERVICES
STATEMENT of FUNCTIONAL EXPENSES - MODIFIED CASH BASIS
For the Year Ended December 31, 2017

| | Program Services | | | | | Supporting Services | |
|---------------------------------|------------------|-------------------|-------------------------|---------------------|------------------------|---------------------|-----------------|
| | Blind Workshop | Social Services | Prevention of Blindness | Blind Aids & Grants | Total Program Services | Administrative | Solicitation |
| Advertising | \$ - | \$ 134 | \$ 279 | \$ - | \$ 413 | \$ - | \$ - |
| Salaries | 1,192 | 80,994 | 38,998 | - | 121,184 | 4,192 | 831 |
| Picnics/dinner | - | 196 | 196 | - | 392 | - | - |
| Payroll taxes | 92 | 5,976 | 2,767 | - | 8,835 | 317 | 64 |
| Insurance | 407 | 4,815 | 3,699 | - | 8,921 | 344 | 79 |
| Water and sewer | 27 | 321 | 246 | - | 594 | 23 | 5 |
| Lights | 89 | 1,049 | 805 | - | 1,943 | 75 | 17 |
| Fuel | 31 | 364 | 280 | - | 675 | 80 | 6 |
| Repairs and maintenance | 72 | 851 | 653 | - | 1,576 | 61 | 14 |
| Postage/Freight | 11 | 306 | 621 | - | 938 | 71 | 90 |
| Telephone | - | 1,364 | 924 | - | 2,288 | 192 | - |
| Conference and travel | 159 | 5,404 | 1,484 | - | 7,047 | 66 | 15 |
| Legal and accounting | 867 | 10,243 | 7,868 | - | 18,978 | 731 | 169 |
| Dues and subscriptions | 113 | 10,942 | 2,757 | - | 13,812 | 145 | 22 |
| Car and maintenance | - | 3,379 | 712 | - | 4,091 | (252) | - |
| Miscellaneous | - | - | - | - | - | 90 | - |
| Health insurance/Life Insurance | 348 | 4,108 | 3,155 | - | 7,611 | 293 | 68 |
| Stationery and supplies | 208 | 1,365 | 1,071 | - | 2,644 | 286 | 21 |
| Visual aids | - | 140 | - | - | 140 | - | - |
| Preschool Screenings | - | - | - | - | - | - | - |
| Eye exam program | - | - | 120 | - | 120 | - | - |
| Literature | - | - | 486 | - | 486 | - | - |
| Glasses | - | - | 583 | - | 583 | - | - |
| Gifts and grants | - | - | - | 550 | 550 | - | - |
| Depreciation | 362 | 4,198 | 2,099 | - | 6,659 | 433 | 145 |
| Retirement | - | 2,140 | 1,151 | - | 3,291 | 124 | 29 |
| Raffle expense | - | - | - | - | - | 6,025 | - |
| Interest expense | - | - | - | - | - | 519 | - |
| Cost of goods sold | 451 | 53 | - | - | 504 | (417) | - |
| | <u>\$ 4,429</u> | <u>\$ 138,342</u> | <u>\$ 70,954</u> | <u>\$ 550</u> | <u>\$ 214,275</u> | <u>\$ 13,398</u> | <u>\$ 1,575</u> |

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

CENTRAL SUSQUEHANNA SIGHT SERVICES
STATEMENT of CASH FLOWS - MODIFIED CASH BASIS
For the Year Ended December 31, 2017

Operating Activities

| | |
|--|------------------------|
| Decrease in net assets | \$ (2,118) |
| Adjustments to reconcile excess revenue over expense to net cash provided by (used in) operating activities: | |
| Depreciation | 7,237 |
| Change in assets and liabilities | |
| Equipment | (32) |
| Inventory | 116 |
| Payroll taxes payable | 178 |
| Credit card liability | 34 |
| Unrealized security appreciation | (30,743) |
| Realized gain on investment | (4,746) |
| Other payables | (14) |
| Total adjustments | <u>(27,970)</u> |
| Net cash used by operating activities | (30,088) |
| <i>Cash Flows from Investing Activities</i> | |
| Sale of investments | 477,478 |
| Purchase of investments | <u>(516,798)</u> |
| Net cash used by investing activities | (39,320) |
| <i>Cash Flows from Financing Activities</i> | |
| Line of credit advances | <u>25,000</u> |
| Net cash provided by investing activities | <u>25,000</u> |
| Net Decrease in Cash and Cash Equivalents | (44,408) |
| Cash - Beginning | <u>53,780</u> |
| Cash - Ending | <u><u>\$ 9,372</u></u> |

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

CENTRAL SUSQUEHANNA SIGHT SERVICES
NOTES TO FINANCIAL STATEMENTS
December 31, 2017

NOTE 1 - ORGANIZATION

The organization was incorporated in December 13, 1948. The purpose of the organization is to act as a bureau of information, provide training to visually handicapped, to provide industrial instruction for blind persons in the home, to aid the needy, aged, and infirm blind, and to solicit funds to aid the blind.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES

Basis of Accounting

The financial statements of the organization have been prepared on the modified cash basis of accounting. Under such method, revenues are recognized when received and expenses are recognized when disbursed. The organization recognizes fixed assets, investments, inventory and notes payable, which is a deviation from the cash basis of accounting.

Fixed Assets and Depreciation

Fixed asset purchases are recorded at cost. Depreciation of fixed assets is provided using the straight-line method over the estimated useful lives of assets.

Income Taxes

The organization is a qualified non-profit corporation under Section 501(c) (3) of the Internal Revenue Code. As such, the corporation is not required to pay income taxes, and therefore, no corporate tax provision is presented in the financial statements.

The organization is subject to routine examination by taxing jurisdictions. However, currently no examinations of any tax periods are in process. Management believes the organization is no longer subject to income tax examinations for years prior to December 31, 2014.

Investments

In accordance with the accounting standards codification, investments are recorded at market value. Realized and unrealized gains and losses are recorded in the statement of activity.

Use of Estimates

The preparation of financial statements in conformity with the organization's other comprehensive basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

CENTRAL SUSQUEHANNA SIGHT SERVICES
NOTES TO FINANCIAL STATEMENTS
December 31, 2017
(Continued)

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES (Continued)

Financial Statement Presentation

As required by the Not-For-Profit Entities Topic of the Accounting Standards Codification, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. In addition, the Organization is required to present a statement of cash flows. As permitted by the statement, the Organization does not use fund accounting.

Contributions

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as temporarily restricted or permanently restricted support that increases those net asset classes.

Amounts received that are restricted by the donor for specific purposes are considered temporarily restricted support. This support is classified as unrestricted support as the funds are expended for their purpose within the year.

All contributions have been determined to be unrestricted.

Functional Expenses

Expenses are charged to each program based on direct expenditures incurred. Any program expenditures not directly chargeable are allocated based on a prescribed percentage formula.

Subsequent Events

Management has evaluated subsequent events through April 17, 2018, the date on which the statements were available to be issued.

NOTE 3 - CASH ACCOUNTS

A detail listing of cash accounts as of December 31, 2017 is as follows:

| | |
|----------------------|-----------------|
| Petty cash | \$ 57 |
| Undeposited funds | 20 |
| NOW account | 1,812 |
| Emergency checking | 1,317 |
| Raffle checking | 503 |
| Cash – Money Market | 100 |
| Cash – Susq Trust MM | <u>5,563</u> |
| | <u>\$ 9,372</u> |

Excess cash deposits in the revocable trust are secured by a pool of pledged assets at BB&T.

CENTRAL SUSQUEHANNA SIGHT SERVICES
NOTES TO FINANCIAL STATEMENTS
December 31, 2017
(Continued)

NOTE 4 - INVESTMENTS

The organization follows the Codification's guidance on Fair Value Measurements which defines fair value and establishes a fair value hierarchy organized into three levels based upon the input assumptions used in pricing assets. Fair Value is defined as the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. U.S. generally accepted accounting principles (US GAAP) establish the framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The three levels of the fair value hierarchy are as follows:

- Level 1 inputs have the highest reliability and are related to quoted prices (unadjusted) in active markets for identical assets or liabilities that a reporting entity has the ability to access at the measurement date.
- Level 2 inputs relate to assets or liabilities with other than quote prices included within Level 1 that are observable for the asset or liability; either directly or indirectly.
- Level 3 inputs are unobservable inputs for the asset or liability.

Investments at December 31, 2017 consist of bonds and equity securities which are classified as Level 1 under the Fair Value Hierarchy (Level 1 inputs are quoted prices for identical assets in active markets) and are summarized as follows:

Assets at Fair Value as of December 31, 2017

| | Level 1 | Level 2 | Level 3 |
|----------------------------|-------------------|---------------|---------------|
| Equity Investments | \$ 172,566 | \$ -0- | \$ -0- |
| Mutual Fund - Prudential | 46,588 | -0- | -0- |
| Mutual Fund – BB&T | 173,483 | -0- | -0- |
| Total assets at fair value | <u>\$ 392,637</u> | <u>\$ -0-</u> | <u>\$ -0-</u> |

| | <u>Cost</u> | <u>Market</u> |
|--|-------------|---------------|
| 8,439.869 shares Prudential High Yield Fund: | | |
| Class A | \$ 62,515 | \$ 46,588 |
| 3,582.872 shares Doubleline T/R Bond Fund | 38,214 | 38,086 |
| 1,558.359 shares Neuberger Berman Strategic | | |
| Income Fund | 17,364 | 17,391 |
| 2,173.904 shares Prudential T/R Bond | 31,650 | 31,739 |
| 4,751.484 shares Sterling Capital T/R Bond | 50,320 | 50,318 |

CENTRAL SUSQUEHANNA SIGHT SERVICES
NOTES TO FINANCIAL STATEMENTS
December 31, 2017
(Continued)

| NOTE 4 - | <u>INVESTMENTS</u> (Continued) | <u>Cost</u> | <u>Market</u> |
|-----------------|--|-------------|---------------|
| | 3,154.908 shares Metropolitan West T/R Bond | 31,607 | 31,644 |
| | 403.47 shares Pimco Foreign Bond | 4,333 | 4,305 |
| | 50 shares AT&T Inc. | 1,743 | 1,944 |
| | 45 shares Abbvie Inc. | 2,860 | 4,352 |
| | 40 shares Alaska Air Group Inc. | 2,693 | 2,940 |
| | 03 shares Alphabet Inc. | 2,795 | 3,160 |
| | 15 shares American Tower Corp | 1,592 | 2,140 |
| | 15 shares Amgen Inc. | 2,288 | 2,609 |
| | 20 shares Apple Inc. | 1,532 | 3,385 |
| | 16 shares Avery Dennison Corp. | 1,716 | 1,838 |
| | 140 shares Bank of America Corp | 3,152 | 4,133 |
| | 51 shares Baxter International Inc. | 3,214 | 3,297 |
| | 20 shares Boeing Company | 2,492 | 5,898 |
| | 40 shares Broadridge Financial Solutions LLC | 2,665 | 3,623 |
| | 46 shares CBS Corporation | 2,912 | 2,714 |
| | 54 shares CDW Corp of Delaware | 2,439 | 3,753 |
| | 88 shares Centerpoint Energy Inc. | 2,613 | 2,496 |
| | 20 shares Chevron Corp | 2,008 | 2,504 |
| | 102 Citizens Financial Group | 3,550 | 4,282 |
| | 85 shares Comcast Corp | 2,735 | 3,404 |
| | 105 shares Corning Inc. | 3,077 | 3,359 |
| | 93 shares D.R. Horton Inc. | 2,916 | 4,750 |
| | 30 shares Dr. Pepper Snapple Group | 2,746 | 2,912 |
| | 65 shares Exelon Corp | 2,355 | 2,562 |
| | 30 shares Exxon Mobil Corp | 2,063 | 2,509 |
| | 15 shares Facebook Inc. | 1,744 | 2,647 |
| | 52 shares Halliburton Company | 2,245 | 2,541 |

CENTRAL SUSQUEHANNA SIGHT SERVICES
NOTES TO FINANCIAL STATEMENTS
December 31, 2017
(Continued)

| NOTE 4 - | <u>INVESTMENTS</u> (Continued) | <u>Cost</u> | <u>Market</u> |
|-----------------|---|-------------|---------------|
| | 20 shares Honeywell International Inc. | 2,422 | 3,067 |
| | 20 shares Ingredion Inc. | 2,493 | 2,796 |
| | 87 shares Intel Corp | 3,163 | 4,016 |
| | 35 shares JP Morgan Chase & Co. | 2,382 | 3,743 |
| | 25 shares Johnson & Johnson | 1,498 | 3,493 |
| | 113 shares Juniper Networks Inc. | 3,156 | 3,221 |
| | 20 shares Kimberly-Clark Corp | 2,205 | 2,413 |
| | 19 shares LAM Research Corp. | 1,506 | 3,497 |
| | 20 shares Lear Corp | 2,406 | 3,533 |
| | 15 shares Mastercard Inc. | 2,236 | 2,271 |
| | 43 shares Microsoft Corp | 1,404 | 3,678 |
| | 74 shares Morgan Stanley | 3,202 | 3,882 |
| | 50 shares Owens Corning | 2,848 | 4,597 |
| | 25 shares PVH Corp | 3,155 | 3,430 |
| | 20 shares Packaging Corp | 1,702 | 2,411 |
| | 100 shares Pfizer Inc. | 2,233 | 3,622 |
| | 23 shares Philip Morris Intl Inc. | 2,659 | 2,430 |
| | 40 shares Prologis Inc. | 1,973 | 2,580 |
| | 30 shares Prudential Financial Inc. | 3,072 | 3,449 |
| | 20 shares Stanley Black & Decker | 2,290 | 3,394 |
| | 144 shares Starwood Property Trust Inc. | 3,175 | 3,074 |
| | 25 shares Stryker Corp | 3,039 | 3,871 |
| | 55 shares Sysco Corporation | 3,044 | 3,340 |
| | 26 shares T-Mobile US Inc. | 1,640 | 1,651 |
| | 15 shares United Health Group Inc. | 2,129 | 3,307 |
| | 35 shares Valero Energy Corp | 2,546 | 3,217 |
| | 20 shares Chubb Limited | 2,603 | 2,922 |

CENTRAL SUSQUEHANNA SIGHT SERVICES
NOTES TO FINANCIAL STATEMENTS
December 31, 2017
(Continued)

| NOTE 4 - | <u>INVESTMENTS</u> (Continued) | <u>Cost</u> | <u>Market</u> |
|----------|-----------------------------------|------------------|------------------|
| | 28 shares Royal Caribbean Cruises | 2,437 | 3,340 |
| | 10 shares Broadcom LTD | <u>1,600</u> | <u>2,569</u> |
| | | <u>\$368,366</u> | <u>\$392,637</u> |

NOTE 5 - LINE OF CREDIT

The Line of Credit as of December 31, 2017 is as follows:

BB&T, secured by Trust Account held by corporation.
Line of Credit, interest rate is 4.75%, limit of \$25,000.

\$ 25,000

NOTE 6 - SPECIALIZED SERVICES GRANT FUND

The Specialized Services Grant Fund, which is operated by the organization under a contract with the Pennsylvania Association for the Blind (PAB), maintains a separate cost center in the organization's accounting records. Contract funds are passed through the PAB to the organization, from the Commonwealth of Pennsylvania, Department of Labor & Industry, Office of Vocational Rehabilitation, Bureau of Blindness & Visual Services. The contract with PAB for reimbursement of eligible program service costs up to a maximum of \$ 34,582 and \$ 34,584 respectively for the fiscal year ended June 30, 2017 and for the July through December 2017 portion of the June 30, 2018 contract year. Following is a schedule of the activity under this grant for the above referenced time period:

| | January - June 2017 Approved Budget | January - June 2017 Total Program Costs | January - June 2017 OVR/PAB Funding | January - June 2017 Organization's Subsidy |
|---------------------|---|---|--|---|
| Personnel | | | | |
| Salaries/Benefits | 25,497 | 43,613 | 25,897 | 17,716 |
| Other Expenses | | | | |
| Occupancy | 1 | 1,466 | - | 1,466 |
| Contracted Position | - | - | - | - |
| Communications | 1 | 717 | - | 717 |
| Mileage | 4,239 | 3,178 | 4,554 | (1,376) |
| Admin/Overhead | 1,275 | 10,595 | 1,121 | 9,474 |
| Audit | 1,132 | 2,263 | 2,263 | - |
| Travel | 2,068 | 1,645 | 2,100 | (455) |
| Bookkeeping | 360 | 3,903 | 721 | 3,182 |
| Other | 9 | 42 | 20 | 22 |
| | <u>34,582</u> | <u>67,422</u> | <u>36,676</u> | <u>30,746</u> |

CENTRAL SUSQUEHANNA SIGHT SERVICES
NOTES TO FINANCIAL STATEMENTS
December 31, 2017
(Continued)

NOTE 6 - SPECIALIZED SERVICES GRANT FUND (Continued)

| | July 2017 - June 2018 Approved Budget | July - December 2017 Approved Budget | July - December 2017 Total Program Costs | July - December 2017 OVR/PAB Funding | July - December 2017 Organization's Subsidy |
|---------------------|---|--|--|--|---|
| Personnel | | | | | |
| Salaries/Benefits | 52,347 | 26,173 | 40,370 | 28,480 | 11,890 |
| Other Expenses | | | | | |
| Occupancy | 1 | 1 | 1,118 | - | 1,118 |
| Contracted Position | 1 | 1 | 2,775 | - | 2,775 |
| Communications | 1 | 1 | 647 | - | 647 |
| Mileage | 8,747 | 4,374 | 2,226 | 4,357 | (2,130) |
| Admin Overhead | 2,617 | 1,309 | 13,763 | 1,424 | 12,339 |
| Audit | 1,425 | 712 | - | - | - |
| Travel | 4,022 | 2,011 | 1,735 | 1,568 | 166 |
| Bookkeeping | 1 | 1 | 4,077 | - | 4,077 |
| Other | 2 | 1 | 4,209 | - | 4,209 |
| | 69,164 | 34,584 | 70,920 | 35,829 | 35,091 |

| | Total Approved Budget | Total Program Costs | Total OVR/PAB Funding | Total Organization's Subsidy |
|---------------------|-----------------------------|---------------------------|-----------------------------|------------------------------------|
| Personnel | | | | |
| Salaries/Benefits | 51,670 | 83,983 | 54,377 | 29,606 |
| Other Expenses | | | | |
| Occupancy | 1 | 2,584 | - | 2,584 |
| Contracted Position | 1 | 2,775 | - | 2,775 |
| Communications | 1 | 1,364 | - | 1,364 |
| Mileage | 8,612 | 5,404 | 8,911 | (3,507) |
| Admin Overhead | 2,584 | 24,359 | 2,545 | 21,814 |
| Audit | 1,844 | 2,263 | 2,263 | - |
| Travel | 4,079 | 3,379 | 3,668 | (289) |
| Bookkeeping | 361 | 7,980 | 721 | 7,259 |
| Other | 10 | 4,251 | 20 | 4,231 |
| | 69,163 | 138,342 | 72,505 | 65,837 |

NOTE 7 - PREVENTION OF BLINDNESS GRANT FUND

The Prevention of Blindness Grant Fund, which is operated by the organization under a contract with the Pennsylvania Association for the Blind (PAB), maintains a separate cost center in the organization's accounting records. Contract funds are passed through the PAB to the organization, from the Commonwealth of Pennsylvania, Department of Labor & Industry, Office of Vocational Rehabilitation, Bureau of Blindness & Visual Services. The contract with PAB for reimbursement of eligible program service costs up to a maximum of \$7,620 and \$7,621, respectively for the fiscal year ended June 30, 2017 and for the July through December 2017 portion of the June 30, 2018 contract year. Following is a schedule of the activity under this grant for the above referenced time period:

CENTRAL SUSQUEHANNA SIGHT SERVICES
NOTES TO FINANCIAL STATEMENTS
December 31, 2017
(Continued)

NOTE 7 - PREVENTION OF BLINDNESS GRANT FUND (Continued)

| | January - June 2017 Approved Budget | January - June 2017 Total Program Costs | January - June 2017 OVR/PAB Funding | January - June 2017 Organization's Subsidy | |
|-------------------|---|---|--|---|---|
| Personnel | | | | | |
| Salaries/Benefits | 3,876 | 21,214 | 3,544 | 17,671 | |
| Other Expenses | | | | | |
| Occupancy | 221 | 709 | 442 | 267 | |
| Communications | 168 | 486 | 336 | 150 | |
| Contract Services | 304 | - | 1,169 | (1,169) | |
| Contract Travel | 1,186 | 703 | - | 703 | |
| Audit | 869 | - | 1,427 | (1,427) | |
| Bookkeeping | 817 | 4,736 | 1,738 | 2,998 | |
| Insurance | - | - | - | - | |
| Admin Overhead | 179 | 5,312 | 174 | 5,137 | |
| Program Supplies | - | 631 | - | 631 | |
| | 7,620 | 33,791 | 8,830 | 24,961 | |
| | July 2017 - June 2018 Approved Budget | July - December 2017 Approved Budget | July - December 2017 Total Program Costs | July - December 2017 OVR/PAB Funding | July - December 2017 Organization's Subsidy |
| Personnel | | | | | |
| Salaries/Benefits | 9,020 | 4,510 | 21,662 | 4,598 | 17,064 |
| Other Expenses | | | | | |
| Occupancy | 1 | 1 | 622 | - | 622 |
| Communications | 1 | 1 | 438 | - | 438 |
| Contract Services | 1,832 | 916 | 2,775 | 1,832 | 944 |
| Contract Travel | 2,140 | 1,070 | 781 | 816 | (36) |
| Audit | 435 | 217 | - | - | - |
| Bookkeeping | 475 | 237 | 3,132 | 237 | 2,895 |
| Insurance | 1 | 1 | 1,767 | - | 1,767 |
| Admin Overhead | 451 | 226 | 5,547 | 230 | 5,317 |
| Program Supplies | 883 | 442 | 439 | - | 439 |
| | 15,239 | 7,621 | 37,163 | 7,713 | 29,450 |

CENTRAL SUSQUEHANNA SIGHT SERVICES
NOTES TO FINANCIAL STATEMENTS
December 31, 2017
(Continued)

NOTE 7 - PREVENTION OF BLINDNESS GRANT FUND (Continued)

| | Total Approved Budget | Total Program Costs | Total OVR/PAB Funding | Total Organization's Subsidy |
|-------------------|-----------------------------|---------------------------|-----------------------------|------------------------------------|
| Personnel | | | | |
| Salaries/Benefits | 8,386 | 42,876 | 8,142 | 34,734 |
| Other Expenses | | | | |
| Occupancy | 222 | 1,331 | 442 | 889 |
| Communications | 169 | 924 | 336 | 588 |
| Contract Services | 1,220 | 2,775 | 3,001 | (226) |
| Contract Travel | 2,256 | 1,484 | 816 | 668 |
| Audit | 1,086 | - | 1,427 | (1,427) |
| Bookkeeping | 1,054 | 7,868 | 1,975 | 5,893 |
| Insurance | 1 | 1,767 | - | 1,767 |
| Admin Overhead | 405 | 10,859 | 404 | 10,455 |
| Program Supplies | 442 | 1,070 | - | 1,070 |
| | 15,241 | 70,954 | 16,543 | 54,411 |