

**PERSONAL ASSISTANCE TELEPHONE
HELP, INC. (PATH)**

Financial Statements

June 30, 2016 and 2015

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STRIEGEL KNOBLOCH & COMPANY, L.L.C.

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Independent Auditors' Report

Board of Directors
Personal Assistance Telephone Help, Inc. (PATH)
Bloomington, Illinois

We have audited the accompanying financial statements of Personal Assistance Telephone Help, Inc. (PATH) (a nonprofit organization), which comprise the statements of financial position as of June 30, 2016, and 2015, and the related statements of activities, revenue and functional expenses, and cash flows for the years 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 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 misstatements, 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 and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the 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.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of PATH as of June 30, 2016 and 2015 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 27, 2016, on our consideration of PATH's internal control over financial reporting and on our test of its compliance with certain provision of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering PATH's internal control over financial reporting and compliance.

Striegel Knobloch & Company LLC

Bloomington, Illinois
December 27, 2016

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)

Statements of Financial Position

June 30,

	ASSETS	
	<u>2016</u>	<u>2015</u>
Current assets:		
Cash	\$ 95,633	\$ 35,033
Accounts receivable (Note 4)	187,497	232,533
Prepaid expenses	<u>28,022</u>	<u>27,592</u>
Total current assets	<u>311,152</u>	<u>295,158</u>
Property and equipment (Note 1):		
Office furniture and equipment	118,728	118,728
Accumulated depreciation	<u>(91,974)</u>	<u>(83,148)</u>
Total property and equipment	<u>26,754</u>	<u>35,580</u>
Total assets	<u>\$ 337,906</u>	<u>\$ 330,738</u>

LIABILITIES AND NET ASSETS

Current liabilities:		
Accounts payable	\$ 52,106	\$ 45,145
Accrued payroll liabilities	83,376	69,237
Deferred support	92,750	191,074
Line of credit (Note 3)	<u>61,198</u>	<u>-</u>
Total current liabilities	289,430	305,456
Net assets (Note 1):		
Unrestricted	<u>48,476</u>	<u>25,282</u>
	<u>\$ 337,906</u>	<u>\$ 330,738</u>

The accompanying notes are an integral part of these statements.

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)

Statements of Activities

For the Years Ended June 30,

	<u>2016</u>	<u>2015</u>
Unrestricted public support and revenue:		
Public support:		
2-1-1	\$ 242,853	\$ 252,126
United Way McLean County Emergency Care Fund	-	71,979
Public funding	6,454	-
Contributions	59,611	26,339
Fundraising	46,338	51,005
Revenue:		
Grants:		
East Central Illinois Area		
Agency on Aging	321,635	602,443
Other government agencies	709,265	472,195
Money Management Rep Payee	9,811	36,349
Answering services	10,320	10,194
Seminars and directory revenue	6,242	6,688
Miscellaneous	53,515	28,564
In-kind contributions	-	-
Total public support and revenue	<u>1,466,044</u>	<u>1,557,882</u>
Expenses:		
Program services:		
Homeless	158,039	146,694
Senior services	616,768	678,662
2-1-1	387,622	376,022
Special projects	153,852	146,214
Direct client assistance (Note 7)	<u>69,491</u>	<u>157,626</u>
Total program services	1,385,772	1,505,218
Supporting services:		
Management and general (Note 9)	<u>57,078</u>	<u>58,030</u>
Total expenses	<u>1,442,850</u>	<u>1,563,248</u>
Change in net assets	23,194	(5,366)
Net assets at beginning of year	<u>25,282</u>	<u>30,648</u>
Net assets at end of year	<u>\$ 48,476</u>	<u>\$ 25,282</u>

The accompanying notes are an integral part of these statements.

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)
Statement of Revenues and Functional Expenses
For the Year Ended June 30, 2016

	PATH Services					Support Services	Total
	Homeless	Senior Services	2-1-1	Special Projects	Direct Client Assistance	Management and General	
Public Support and Revenue:							
2-1-1	\$ -	\$ -	\$ 242,853	\$ -	\$ -	\$ -	\$ 242,853
Public funding	-	6,454	-	-	-	-	6,454
Contributions	6,014	145	29,208	-	24,244	-	59,611
Fundraising	-	-	46,338	-	-	-	46,338
East Central Illinois Area Agency on Aging	-	314,957	-	-	6,678	-	321,635
Other government agencies	140,777	348,509	38,014	143,713	38,252	-	709,265
Money Management Rep Payee	-	-	-	9,811	-	-	9,811
Answering services	-	-	10,320	-	-	-	10,320
Seminars and directory revenue	-	-	6,242	-	-	-	6,242
Miscellaneous	24,617	25,628	3,000	270	-	-	53,515
	<u>171,408</u>	<u>695,693</u>	<u>375,975</u>	<u>153,794</u>	<u>69,174</u>	<u>-</u>	<u>1,466,044</u>
Total public support and revenue							
Expenses:							
Salaries and benefits	111,637	497,571	291,359	133,376	1,799	61,408	1,097,150
Conferences and training	4,319	1,768	3,010	2,295	96	77	11,565
Advertising	-	-	515	-	-	-	515
Depreciation	1,918	5,073	1,835	-	-	-	8,826
Supplies	1,600	3,573	1,970	464	-	150	7,757
Insurance	2,576	5,192	2,655	234	-	-	10,657
Interest	-	-	-	-	-	2,409	2,409
Travel	33	19,944	-	36	-	-	20,013
Postage and printing	2,042	4,658	1,725	412	-	21	8,858
Professional fees	1,600	7,398	1,800	9,770	-	1,348	21,916
Program assistance	10,214	-	-	2,635	67,596	-	80,445
Occupancy	-	56,996	32,343	-	-	(9,773)	79,566
Miscellaneous	-	517	517	-	-	65	1,099
Membership	-	45	1,331	-	-	904	2,280
Equipment and repairs	-	107	-	-	-	-	107
Technology	22,100	13,926	38,741	4,630	-	469	79,866
Fundraising	-	-	9,821	-	-	-	9,821
	<u>18,738</u>	<u>30,159</u>	<u>8,181</u>	<u>-</u>	<u>-</u>	<u>(57,078)</u>	<u>-</u>
Allocation of management and general to programs							
Total expenses	<u>176,777</u>	<u>646,927</u>	<u>395,803</u>	<u>153,852</u>	<u>69,491</u>	<u>-</u>	<u>1,442,850</u>
Change in net assets	<u>\$ (5,369)</u>	<u>\$ 48,766</u>	<u>\$ (19,828)</u>	<u>\$ (58)</u>	<u>\$ (317)</u>	<u>\$ -</u>	<u>\$ 23,194</u>

The accompanying notes are an integral part of these statements.

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)
Statement of Revenues and Functional Expenses
For the Year Ended June 30, 2015

	PATH Services					Support Services	Total
	Homeless	Senior Services	2-1-1	Special Projects	Direct Client Assistance	Management and General	
Public Support and Revenue:							
2-1-1	\$ -	\$ -	\$ 252,126	\$ -	\$ -	\$ -	\$ 252,126
United Way McLean County Emergency Care Fund	-	5,146	-	-	66,833	-	71,979
Contributions	7,412	400	12,573	-	5,954	-	26,339
Fundraising	-	-	51,005	-	-	-	51,005
East Central Illinois Area Agency on Aging	-	592,628	-	-	9,815	-	602,443
Other government agencies	135,834	115,436	38,028	106,264	76,633	-	472,195
Money Management Rep Payee	-	-	-	36,349	-	-	36,349
Answering services	-	-	10,194	-	-	-	10,194
Seminars and directory revenue	-	-	6,688	-	-	-	6,688
Miscellaneous	21,200	1,777	4,050	1,537	-	-	28,564
	<u>164,446</u>	<u>715,387</u>	<u>374,664</u>	<u>144,150</u>	<u>159,235</u>	<u>-</u>	<u>1,557,882</u>
Total public support and revenue							
Expenses:							
Salaries and benefits	92,627	510,253	309,478	77,627	6,884	62,250	1,059,119
Conferences and training	1,621	9,675	4,632	2,125	-	-	18,053
Advertising	-	299	776	395	-	-	1,470
Depreciation	1,918	5,333	2,661	-	-	-	9,912
Supplies	931	9,310	3,533	1,910	-	840	16,524
Insurance	1,649	6,599	2,155	577	-	65	11,045
Interest	-	-	-	-	-	1,146	1,146
Travel	43	23,744	181	1,000	-	-	24,968
Postage and printing	766	8,758	1,450	4,605	-	48	15,627
Professional fees	1,640	7,252	689	36,358	-	1,750	47,689
Program assistance	17,381	-	-	10,154	150,742	-	178,277
Occupancy	-	73,020	15,239	-	-	(9,657)	78,602
Miscellaneous	-	-	350	50	-	65	465
Membership	100	-	2,158	-	-	904	3,162
Equipment and repairs	-	382	90	-	-	-	472
Technology	28,018	24,037	20,032	11,413	-	619	84,119
Fundraising	-	-	12,598	-	-	-	12,598
	<u>146,694</u>	<u>678,662</u>	<u>376,022</u>	<u>146,214</u>	<u>157,626</u>	<u>58,030</u>	<u>1,563,248</u>
Allocation of management and general to programs	<u>18,538</u>	<u>30,028</u>	<u>9,464</u>	<u>-</u>	<u>-</u>	<u>(58,030)</u>	<u>-</u>
	<u>165,232</u>	<u>708,690</u>	<u>385,486</u>	<u>146,214</u>	<u>157,626</u>	<u>-</u>	<u>1,563,248</u>
Total expenses							
Change in net assets	<u>\$ (786)</u>	<u>\$ 6,697</u>	<u>\$ (10,822)</u>	<u>\$ (2,064)</u>	<u>\$ 1,609</u>	<u>\$ -</u>	<u>\$ (5,366)</u>

The accompanying notes are an integral part of these statements.

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)

Statements of Cash Flows

For the Years Ended June 30,

	<u>2016</u>	<u>2015</u>
Cash flows from (used in) operating activities:		
Change in net assets	\$ 23,194	\$ (5,366)
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities:		
Depreciation	8,826	9,912
Change in assets and liabilities:		
Decrease (increase) in accounts receivable	45,036	(98,074)
Decrease (increase) in prepaid expenses	(430)	65
Increase (decrease) in accounts payable	6,961	(5,201)
Increase (decrease) in accrued payroll liabilities	14,139	17,738
Increase (decrease) in deferred support	<u>(98,324)</u>	<u>49,725</u>
Net cash from (used in) operating activities	<u>(598)</u>	<u>(31,201)</u>
Cash flows (used in) investing activities:		
Capital expenditures	<u>-</u>	<u>(6,400)</u>
Net cash (used in) investing activities	<u>-</u>	<u>(6,400)</u>
Cash flows from (used in) financing activities:		
Proceeds from line of credit	65,000	-
Payments on line of credit	<u>(3,802)</u>	<u>(24,004)</u>
Net cash from (used in) financing activities	<u>61,198</u>	<u>(24,004)</u>
Net increase (decrease) in cash and cash equivalents	60,600	(61,605)
Cash and equivalents at beginning of year	<u>35,033</u>	<u>96,638</u>
Cash and equivalents at end of year	<u>\$ 95,633</u>	<u>\$ 35,033</u>
Supplemental information:		
Interest paid	<u>\$ 2,409</u>	<u>\$ 1,146</u>

The accompanying notes are an integral part of these statements.

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)

Notes to Financial Statements

June 30, 2016 and 2015

Note 1 – Nature of Operations and Significant Accounting Policies:

Personal Assistance Telephone Help, Inc. (“PATH”) is a not-for-profit corporation locally established to provide a continuous source of immediate response to individual crises; to resolve crises during the course of initial telephone contacts when such resolution is within the capacity of the Organization’s volunteer workers; to refer those initiating contact to appropriate consenting community service when deemed necessary; and to transmit to appropriate sectors of constituent communities recommendations for the development of additional service agencies for alleviation of emerging human needs.

Basis of Presentation

The Organization’s financial statements have been prepared using the accrual basis of accounting in accordance with generally accepted accounting principles. Net assets, revenues, expenses and gains and losses are classified based upon the existence or absence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Unrestricted – Net assets that are not subject to donor-imposed stipulations.

Temporarily restricted – Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Organization and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. The Organization does not currently have any temporarily restricted net assets.

Permanently restricted – Net assets subject to donor-imposed stipulations that they be maintained permanently by the donee. The Organizations does not currently have any permanently restricted net assets.

Furniture and Equipment

Furniture and equipment are stated at cost or, if acquired by gift, the fair market value at the date of the gift. The Organization’s capitalization policy calls for capitalizing and depreciating assets with a cost greater than \$1,000. Depreciation is provided for in amounts sufficient to relate the cost of depreciable assets to operations over their estimated useful lives on a straight-line basis. The estimated lives used in determining depreciation are five to seven years.

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)

Notes to Financial Statements – Continued

June 30, 2016 and 2015

Note 1 – Nature of Operations and Significant Accounting Policies – Continued:

Contributed Services

Support arising from contributed services of volunteers has not been recognized in the financial statements.

Functional Allocation of Expenses

Functional expenses have been allocated between program services and supporting services based on an analysis of personnel time and space utilized for each activity. Certain management and general expenses have been allocated to specific programs in accordance with grantor agreements.

Income Taxes

The Organization is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and is not classified as a private foundation by the Internal Revenue Service.

Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect certain amounts reported in the financial statements and accompanying notes. Accordingly, the actual results could differ from those estimates.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Organization considers all cash and liquid investments with an initial maturity of three months or less to be cash equivalents.

Reclassifications

Certain accounts in the prior year financial statement have been reclassified for comparative purposes to conform with the presentation in the current year financial statements.

Note 2 – Concentration of Credit Risk:

Financial instruments that potentially subject the Organization to concentrations of credit risk consist principally of accounts receivable. The Organization's receivables are primarily from governmental and private agencies within Illinois.

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)

Notes to Financial Statements – Continued

June 30, 2016 and 2015

Note 2 – Concentration of Credit Risk – Continued:

Approximately 68% and 51% of the Organization’s support for 2016 and 2015, respectively, came from grants from various state and local government agencies. The grants, either directly or indirectly, are subject to suitable and sufficient appropriation by the General Assembly and other governmental bodies and can be terminated. If a material reduction in the level of this support and revenue were to occur, it would have a significant effect on the operations of the Organization.

The Organization maintains cash balances at a single financial institution. Accounts at the institution are insured by the Federal Deposit Insurance Corporation up to \$250,000. There are no uninsured amounts at June 30, 2016 and 2015.

Note 3 – Notes Payable:

The Organization had a line of credit with Commerce Bank for \$25,000. The agreement calls for regular monthly payments, including interest currently at 7.75%. The balance due on the line of credit was \$21,198 and \$-0- at June 30, 2016 and 2015, respectively.

The Organization also has a line of credit with CEFCU for \$80,000. The agreement calls for regular monthly payments, including interest currently at 4.5%. The balance due on the line of credit was \$40,000 and \$-0- at June 30, 2016 and 2015, respectively.

Note 4 – Accounts Receivable:

Accounts receivable consists of the following at June 30:

	<u>2016</u>	<u>2015</u>
East Central Illinois Area Agency on Aging	\$ 87,247	\$ 90,672
City of Bloomington	12,715	24,658
Other	<u>87,535</u>	<u>117,203</u>
	<u>\$ 187,497</u>	<u>\$ 232,533</u>

The Organization considers all receivables to be fully collectible. Accordingly, no allowance for doubtful accounts has been recorded. If amounts become uncollectible, they will be charged to operations when that determination is made.

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)

Notes to Financial Statements – Continued

June 30, 2016 and 2015

Note 5 – Retirement Plan:

The Organization established an elective 401(k) deferred compensation plan March 1, 2014. The Plan includes discretionary matching of up to 100% of the first 3% per payroll of eligible compensation and discretionary contributions. Matching contributions are at the discretion of the Board of Directors and are determined at the beginning of the plan year. Employees are eligible to participate in this plan after one year of service. The Organization's contribution for the fiscal years ended June 30, 2016 and 2015 were \$1,780 and \$7,773, respectively.

Note 6 – Operating Lease Commitments:

The Organization leases its office space from an unrelated third party. On November 1, 2014, the Organization entered into a written lease agreement which called for monthly lease payments of \$3,933 until the lease expires on October 31, 2019. As part of this same lease, the Organization leased seventeen parking spaces for \$595 per month. In addition to the monthly lease payment, the Organization paid a proportionate share of utilities and maintenance.

The Organization entered into a lease agreement to lease office space in Clinton, Illinois for the period started October 1, 2015. This agreement calls for monthly lease payments of \$500 and expires September 30, 2016.

The Organization entered into a lease agreement to lease office space in Pontiac, Illinois for the period starting September 1, 2015. This agreement calls for monthly lease payments of \$510 plus utilities and expires August 31, 2016.

Total rent expense was \$59,296 and \$58,346 for the years ended June 30, 2016 and 2015, respectively.

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)

Notes to Financial Statements – Continued

June 30, 2016 and 2015

Note 6 – Operating Lease Commitments – Continued:

Minimum future lease payments for the above leases are as follows:

Year Ended <u>June 30</u>	
2017	\$ 55,856
2018	54,336
2019	54,336
2020	18,112

Note 7 – Direct Client Assistance:

	<u>2016</u>	<u>2015</u>
Revenue		
United Way ECF	\$ -	\$ 66,833
ECIAAA	6,678	9,815
Other government agencies:		
City of Bloomington EF	9,524	10,000
Town of Normal HERAP	20,728	48,092
FEMA	8,001	1,978
Specified support	<u>24,243</u>	<u>22,517</u>
Total revenue	\$ <u>69,174</u>	\$ <u>159,235</u>
Expenses		
Administrative salaries and benefits		
United Way ECF	\$ -	\$ 3,917
City of Bloomington EF	454	418
Town of Normal HERAP	1,346	2,550
Other personnel expense	-	-
Program Assistance		
United Way ECF	-	62,916
City of Bloomington EF	9,070	9,823
Town of Normal HERAP	19,555	45,370
FEMA	8,001	1,978
Senior services GAP & EIS	6,678	9,815
Specified support	<u>24,387</u>	<u>20,839</u>
Total expenses	\$ <u>69,491</u>	\$ <u>157,626</u>

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)

Notes to Financial Statements – Continued

June 30, 2016 and 2015

Note 8 – IL AIRS (Illinois Alliance of Information and Referral Systems):

Statement of Position
June 30,

	<u>2016</u>	<u>2015</u>
ASSETS		
Cash	\$ 29,548	\$ 40,799
Accounts receivable	<u>-</u>	<u>-</u>
Total assets	\$ <u>29,548</u>	\$ <u>40,799</u>
LIABILITIES AND NET ASSETS		
Accounts payable	\$ <u>-</u>	\$ <u>50</u>
Total liabilities	-	50
Net assets:		
Unrestricted	<u>29,548</u>	<u>40,749</u>
Total liabilities and net assets	\$ <u>29,548</u>	\$ <u>40,799</u>

Statement of Activities
For the Years Ended June 30,

	<u>2016</u>	<u>2015</u>
Public Support and Revenues:		
Conference registration	\$ 3,900	\$ 13,350
Dues and membership	4,313	8,139
Corporate contributions	-	-
Miscellaneous	<u>-</u>	<u>250</u>
Total unrestricted public support and revenue	<u>8,213</u>	<u>21,739</u>
Expenses:		
Conference and meetings	13,416	14,637
Bank charges and fees	-	-
Supplies	1,188	175
Postage	-	-
Contract services	-	175
Insurance	1,160	1,150
Business office	3,000	1,500
Telecommunications	600	600
Technology	<u>50</u>	<u>50</u>
Total expenses	<u>19,414</u>	<u>18,287</u>
Change in unrestricted net assets	\$ <u>(11,201)</u>	\$ <u>3,452</u>

PERSONAL ASSISTANCE TELEPHONE HELP, INC. (PATH)

Notes to Financial Statements – Continued

June 30, 2016 and 2015

Note 9 – Management & General Expense Allocation:

Management and general expenses under the Homeless program are limited according to the grants supporting these programs. The maximum amount of management and general expenses allowable per these grants has been allocated at a fixed amount of \$18,738 at June 30, 2016. The remaining portion of management and general expenses have been allocated to the Senior and 211 McLean County programs proportionately according to those programs' operating expense totals.

Note 10 – Uncertain Tax Positions:

Accounting principles generally accepted in the United States of America require the Organization's management evaluate tax positions taken by the Organization and recognize a tax liability if the Organization has taken an uncertain position that more than likely would not be sustained upon examination by the Internal Revenue Service. Management has analyzed the tax positions taken by the Organization and has concluded that as of June 30, 2016, there are no uncertain positions taken or expected to be taken that would require recognition of a liability or disclosure in the financial statements. The Organization is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. Tax years prior to 2013 are closed.

Note 11 – Subsequent Events:

On June 30, 2016 PATH closed an entire program, Senior Outreach, due to the amounts owed to them under the grant contracts by the State of Illinois. Satellite offices were closed in Pontiac and Clinton. No events, other than that previously mentioned, have occurred subsequent to June 30, 2016, that require disclosure in these financial statements. Management has evaluated subsequent events through December 27, 2016, which is the date the financial statements were available to be issued.