

**UNITED WAY OF LARAMIE COUNTY**

**FINANCIAL STATEMENTS AND  
INDEPENDENT AUDITORS' REPORT**

**For the Years Ended December 31, 2019 and 2018**

**UNITED WAY OF LARAMIE COUNTY**

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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors of  
United Way of Laramie County  
Cheyenne, Wyoming

We have audited the accompanying financial statements of the United Way of Laramie County, which comprise the statements of financial position as of December 31, 2019 and 2018, and the related statements of activities, 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 misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

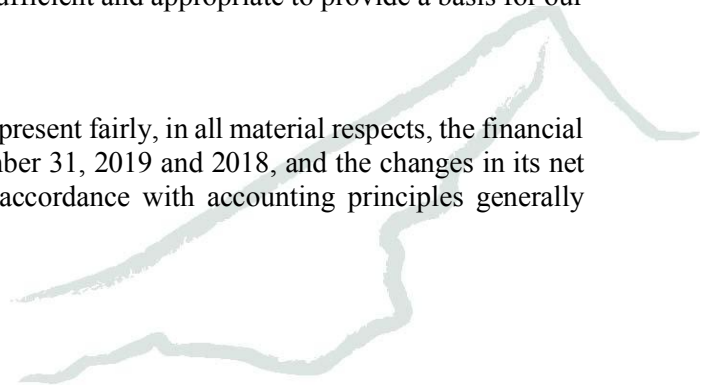
Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, as established by the Auditing Standards Board. Those standards require that we plan and perform 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 financial position of United Way of Laramie County as of December 31, 2019 and 2018, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America



***Report on Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplemental schedules of direct allocations paid to agencies (cash basis) on page 17, supplemental schedules of special allocations (cash basis) on page 17, supplemental schedules of support and revenue (excluding in-kind contributions) on page 18, and supplemental schedules of expenses (less in-kind expenses and annual sponsorships) on page 19 are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.



Cheyenne, Wyoming  
October 22, 2020

**UNITED WAY OF LARAMIE COUNTY**  
**STATEMENTS OF FINANCIAL POSITION**  
**December 31, 2019 and 2018**

	<b>2019</b>	<b>2018</b>
<b>ASSETS</b>		
Current Assets		
Cash and cash equivalents	\$ 342,759	\$ 646,779
Certificate of deposits (Note 2)	207,636	280,492
Other receivables	104,242	6,279
Pledges receivable, net (Note 3)	314,385	376,260
Prepaid expenses	5,043	3,305
Donated rent receivable, net of discounts, current portion (Note 3)	9,023	9,068
<b>Total current assets</b>	983,088	1,322,183
Non-Current Assets		
Security deposit	2,748	2,748
Cash surrender value of life insurance (Note 11)	59,903	49,270
Donated rent receivable, net of discounts and current portion (Note 3)	35,652	44,675
Property and equipment, net of accumulated depreciation (Note 9)	107,106	126,658
<b>Total non-current assets</b>	205,409	223,351
<b>Total assets</b>	\$ 1,188,497	\$ 1,545,534
<b>LIABILITIES</b>		
Current Liabilities		
Accounts payable	\$ 16,618	\$ 26,943
Designations and distributions payable (Note 8)	595,055	817,942
Deferred revenue	60,000	80,000
Accrued expenses, current portion	5,125	5,130
<b>Total current liabilities</b>	676,798	930,015
Non-Current Liabilities		
Deferred revenue	82,717	141,583
Accrued expenses, net of current portion (Note 11)	54,201	44,975
<b>Total non-current liabilities</b>	136,918	186,558
<b>Total liabilities</b>	813,716	1,116,573
<b>NET ASSETS</b>		
Net assets without donor restrictions	369,994	424,174
Net assets with donor restrictions (Note 7)	4,787	4,787
<b>Total net assets</b>	374,781	428,961
<b>Total liabilities and net assets</b>	\$ 1,188,497	\$ 1,545,534

See accompanying notes to financial statements.

**UNITED WAY OF LARAMIE COUNTY**

**STATEMENT OF ACTIVITIES  
For the Year Ended December 31, 2019**

	Without Donor Restrictions	With Donor Restrictions	Total
Public support and revenue			
Gross public support	\$ 805,571	\$ -	\$ 805,571
Donor contributions for specific organizations	(10,484)	-	(10,484)
Adjustment of provision for uncollectible pledges	(33,954)	-	(33,954)
<b>Net campaign revenue</b>	<b>761,133</b>	<b>-</b>	<b>761,133</b>
Other revenue			
Investment income	3,637	-	3,637
Grants and contracts	123,616	-	123,616
Other income	68,354	-	68,354
5th penny overage	98,762	-	98,762
In-kind income (Note 4)	81,001	-	81,001
Net assets released from restrictions	-	-	-
<b>Total other revenue</b>	<b>375,370</b>	<b>-</b>	<b>375,370</b>
<b>Total public support and revenue</b>	<b>1,136,503</b>	<b>-</b>	<b>1,136,503</b>
Allocations, distributions and expenses			
Funds allocated to the community:			
Gross funds awarded	656,339	-	656,339
Less amounts designated by donors for specific organizations	(10,484)	-	(10,484)
<b>Total funds allocated to the community</b>	<b>645,855</b>	<b>-</b>	<b>645,855</b>
Program services			
Community investment	272,023	-	272,023
<b>Total program services</b>	<b>272,023</b>	<b>-</b>	<b>272,023</b>
Supporting services			
Organizational administration	105,049	-	105,049
Fund raising	157,577	-	157,577
United Way Worldwide dues	10,179	-	10,179
<b>Total supporting services</b>	<b>272,805</b>	<b>-</b>	<b>272,805</b>
<b>Total allocations, distributions and expenses</b>	<b>1,190,683</b>	<b>-</b>	<b>1,190,683</b>
Change in net assets	(54,180)	-	(54,180)
Net assets, beginning of year	424,174	4,787	428,961
Net assets, end of year	\$ 369,994	\$ 4,787	\$ 374,781

See accompanying notes to financial statements.

**UNITED WAY OF LARAMIE COUNTY**

**STATEMENT OF ACTIVITIES**

**For the Year Ended December 31, 2018**

	Without Donor Restrictions	With Donor Restrictions	Total
Public support and revenue			
Gross public support	\$ 840,371	\$ 100	\$ 840,471
Donor contributions for specific organizations	(12,868)	-	(12,868)
Adjustment of provision for uncollectible pledges	(43,436)	-	(43,436)
<b>Net campaign revenue</b>	<b>784,067</b>	<b>100</b>	<b>784,167</b>
Special event revenue, net of direct benefit to donors (\$18,274)	80,991	-	80,991
<b>Total special event revenue</b>	<b>80,991</b>	<b>-</b>	<b>80,991</b>
Other revenue			
Investment income	5,881	-	5,881
Grants and contracts	111,667	-	111,667
Other income	58,670	-	58,670
5th penny overage	183,500	-	183,500
In-kind income (Note 4)	93,603	-	93,603
Net assets released from restrictions	901	(901)	-
<b>Total other revenue</b>	<b>454,222</b>	<b>(901)</b>	<b>453,321</b>
<b>Total public support and revenue</b>	<b>1,319,280</b>	<b>(801)</b>	<b>1,318,479</b>
Allocations, distributions and expenses			
Funds allocated to the community:			
Gross funds awarded	863,070	-	863,070
Less amounts designated by donors for specific organizations	(12,868)	-	(12,868)
<b>Total funds allocated to the community</b>	<b>850,202</b>	<b>-</b>	<b>850,202</b>
Program services - community investment	287,499	-	287,499
<b>Total program services</b>	<b>287,499</b>	<b>-</b>	<b>287,499</b>
Supporting services			
Organizational administration	105,783	-	105,783
Fund raising	196,506	-	196,506
United Way Worldwide dues	11,318	-	11,318
<b>Total supporting services</b>	<b>313,607</b>	<b>-</b>	<b>313,607</b>
<b>Total allocations, distributions and expenses</b>	<b>1,451,308</b>	<b>-</b>	<b>1,451,308</b>
Change in net assets	(132,028)	(801)	(132,829)
Net assets, beginning of year	556,202	5,588	561,790
Net assets, end of year	\$ 424,174	\$ 4,787	\$ 428,961

See accompanying notes to financial statements.

**UNITED WAY OF LARAMIE COUNTY**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**For the Year Ended December 31, 2019**

	Funds Allocated to the Community	Community Investment	Organizational Administration	Fund Raising	United Way Worldwide Dues	Total
Funds allocated to the community	\$ 645,855	\$ -	\$ -	\$ -	\$ -	\$ 645,855
United Way Worldwide dues	-	-	-	-	10,179	10,179
Credit card fees	-	-	-	2,651	-	2,651
Depreciation	-	11,614	4,048	5,036	-	20,698
Dues and fees	-	-	690	-	-	690
Equipment maintenance	-	5,511	1,921	2,390	-	9,822
Events	-	-	-	13,220	-	13,220
Insurance	-	841	294	365	-	1,500
Marketing	-	-	-	27,146	-	27,146
Meetings	-	1,840	623	775	-	3,238
Mileage	-	75	26	33	-	134
Miscellaneous	-	1,700	582	687	-	2,969
Payroll taxes and benefits	-	27,507	7,897	9,823	-	45,227
Postage	-	23	313	1,095	-	1,431
Printing	-	-	-	15,500	-	15,500
Professional fees	-	-	25,595	-	-	25,595
Publications	-	224	79	97	-	400
Rent, net	-	22,668	7,903	9,829	-	40,400
Salaries and wages	-	193,612	52,124	64,834	-	310,570
Software	-	3,348	-	2,165	-	5,513
Supplies	-	-	1,666	20	-	1,686
Telephone	-	3,060	1,288	1,911	-	6,259
<b>Total expenses</b>	<b>\$ 645,855</b>	<b>\$ 272,023</b>	<b>\$ 105,049</b>	<b>\$ 157,577</b>	<b>\$ 10,179</b>	<b>\$ 1,190,683</b>

See accompanying notes to financial statements.



**UNITED WAY OF LARAMIE COUNTY**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**For the Year Ended December 31, 2018**

	Funds Allocated to the Community	Community Investment	Organizational Administration	Fund Raising	United Way Worldwide Dues	Total
Funds allocated to the community	\$ 850,202	\$ -	\$ -	\$ -	\$ -	\$ 850,202
United Way Worldwide dues	-	-	-	-	11,318	11,318
Credit card fees	-	-	-	3,649	-	3,649
Depreciation	-	11,990	4,178	5,199	-	21,367
Dues and fees	-	-	968	-	-	968
Equipment maintenance	-	6,149	2,144	2,666	-	10,959
Events	-	-	-	27,291	-	27,291
Insurance	-	976	340	423	-	1,739
Marketing	-	-	-	45,104	-	45,104
Meetings	-	-	38	-	-	38
Mileage	-	-	39	-	-	39
Miscellaneous	-	1,186	1,022	4,475	-	6,683
Payroll taxes and benefits	-	28,242	8,438	10,496	-	47,176
Postage	-	-	139	4,998	-	5,137
Printing	-	-	-	8,000	-	8,000
Professional fees	-	-	21,654	-	-	21,654
Publications	-	87	30	38	-	155
Rent, net	-	22,921	7,990	9,938	-	40,849
Salaries and wages	-	209,957	56,574	70,371	-	336,902
Software	-	3,348	-	1,748	-	5,096
Supplies	-	-	992	483	-	1,475
Telephone	-	2,643	1,237	1,627	-	5,507
<b>Total expenses</b>	<b>\$ 850,202</b>	<b>\$ 287,499</b>	<b>\$ 105,783</b>	<b>\$ 196,506</b>	<b>\$ 11,318</b>	<b>\$ 1,451,308</b>

See accompanying notes to financial statements.

**UNITED WAY OF LARAMIE COUNTY**  
**STATEMENTS OF CASH FLOWS**  
**For the Years Ended December 31, 2019 and 2018**

	<b>2019</b>	<b>2018</b>
Cash flows from operating activities:		
Change in net assets	\$ (54,180)	\$ (132,829)
Adjustments to reconcile change in net assets to net cash (used) by operating activities:		
Depreciation	20,698	21,367
Decrease in pledges receivable and donated rent receivable	70,943	61,649
(Increase) in other receivables	(97,963)	(4,830)
(Increase) in prepaid expenses	(1,738)	(294)
(Increase) in cash surrender value of life insurance	(10,633)	(10,513)
(Decrease) in accounts payable	(10,325)	(2,306)
(Decrease) in designations and distributions payable	(222,887)	(6,007)
(Decrease) in deferred revenue	(78,866)	(79,872)
Increase in accrued expenses	9,221	5,583
<b>Net cash (used) by operating activities</b>	<u>(375,730)</u>	<u>(148,052)</u>
Cash flows from investing activities:		
Purchase of property and equipment	(1,146)	(5,000)
Net redemption of certificates of deposits	72,856	217,022
<b>Net cash provided by investing activities</b>	<u>71,710</u>	<u>212,022</u>
Net (decrease) increase in cash and cash equivalents	(304,020)	63,970
Cash and cash equivalents, beginning of year	646,779	582,809
Cash and cash equivalents, end of year	<u>\$ 342,759</u>	<u>\$ 646,779</u>
Non-cash items		
Donation of materials, facilities and services - operating activities	<u>\$ 81,001</u>	<u>\$ 93,603</u>

See accompanying notes to financial statements.

**UNITED WAY OF LARAMIE COUNTY**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2019 and 2018**

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**Note 1. Organization Operations and Significant Accounting Policies**

Organization Operations

United Way of Laramie County (United Way) (a non-profit organization) was organized for the purpose of uniting and organizing fund-raising campaigns in Laramie County by voluntary, non-profit, charitable, health and welfare organizations and to provide fair, equitable and efficient allocations of the funds collected to the purposes for which such funds were given.

United Way of Laramie County plays a unique role as both a community resource and a non-profit sector leader that builds trust and transparency throughout the community. By uniting people with resources to solve defined problems and improve their quality of life, United Way advances the common good by improving education, helping people achieve financial stability, and promoting healthy lives throughout the community.

The majority of United Way's funds are public support from the campaign and in-kind donations.

New Accounting Pronouncement

Accounting Standards Update No. 2014-09, Revenue from Contracts with Customers (Topic 606) affects contracts with customers to transfer goods or services and contracts for the transfer of non-financial assets (unless those contracts are within the scope of other standards). This standard establishes a new contract and control-based revenue recognition model, changes the basis for deciding when revenue is recognized over time or at a point in time, and expands disclosures about revenue. Subsequent to December 31, 2019, FASB issued ASU No. 2020-05, Revenue from Contracts with Customers (Topic 606) and Leases (Topic 842): Effective Dates for Certain Entities which delayed the implementation date of ASU No. 2014-09 by one year. United Way has elected early adoption and has implemented Topic 606 and have adjusted the presentation in these financial statements accordingly. The amendments have been applied retrospectively to all periods presented, with no effect on previously reported net assets.

In June 2018, FASB issued Accounting Standards Update No. 2018-08, Not-For-Profit Entities (Topic 958): Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made. This standard assists entities in evaluating whether transactions should be accounted for as contributions or exchange transactions and determining if a contribution is conditional. Subsequent to December 31, 2019, FASB issued ASU No. 2020-05, Revenue from Contracts with Customers (Topic 606) and Leases (Topic 842): Effective Dates for Certain Entities which delayed the implementation date of ASU No. 2018-08 by one year. United Way has elected early adoption and has implemented the provisions of ASU 2018-08 applicable to both contributions received and to contributions made in the accompanying financial statements under a modified prospective basis. Accordingly, there is no effect on previously reported net assets in connection with the implementation of ASU 2018-08.

Basis of Presentation

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

Net assets of United Way and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets that are not subject to donor-imposed restrictions.

Net Assets With Donor Restrictions – Net assets subject to donor-imposed restrictions that will be met either by actions of United Way and/or the passage of time. There was \$4,787 of net assets with donor restrictions as of December 31, 2019 and 2018.

**UNITED WAY OF LARAMIE COUNTY**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2019 and 2018**

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**Note 1. Organization Operations and Significant Accounting Policies (continued)**

Basis of Presentation (continued)

Revenues are reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in net assets without donor restrictions. Gains and losses on assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or by law. Expirations of donor restrictions on net assets (i.e., the donor-imposed purpose has been fulfilled and/or the stipulated time period has elapsed) are reported as net assets released from donor restrictions.

Cash and Cash Equivalents

For purposes of financial statement presentation, United Way considers all investments with an original maturity of three months or less from the time of purchase to be cash equivalents.

United Way maintains its cash balances at several financial institutions which, at times, may exceed federally insured limits. United Way has not experienced any losses in these accounts and believes it is not exposed to any significant credit risk on cash accounts.

Contributions

Contributions received and unconditional promises to give are measured at their fair values and are reported as an increase in net assets. United Way reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets, or if they are designated as support for future periods.

When a donor restriction expires, that is when a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as unrestricted support.

United Way reports gifts of goods as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash and other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations about how long those long-lived assets must be maintained, United Way reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

In accordance with ASC 958-605, when a donor specifically designates an organization to receive his or her campaign contribution other than the United Way organization, United Way is not permitted to include these designated pledges in their campaign revenue. United Way includes them in their gross campaign results on the statements of activities and the donor designations are then deducted from gross campaign results to arrive at net campaign revenue.

Donated Services

Contributions of services are recognized in the financial statements if the services enhance or create non-financial assets or require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. Volunteer services are not recorded in the financial statements as these contributions do not meet the requirements to be recorded as revenue and expense.

**UNITED WAY OF LARAMIE COUNTY**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2019 and 2018**

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**Note 1. Organization Operations and Significant Accounting Policies (continued)**

Accounts and Pledges Receivable

United Way considers accounts receivable to be fully collectible: accordingly, no allowance for doubtful accounts has been established. Pledges receivable represent pledges made by donors, which have not yet been received in cash. United Way estimates the amounts of pledges which will not be paid by donors and provides a collection allowance for uncollectible pledges. Factors which impact the allowance for uncollectible pledges include historical collection experience, local economic conditions, and various attributes pertaining to the donor base.

Property and Equipment

Property and equipment is carried at cost. Repairs and maintenance, which neither materially add to the value of the property nor appreciably prolong its life, are charged to expense as incurred. Gains or losses on dispositions of property and equipment are included in income. Donated equipment is recorded as a contribution at its estimated fair value at the date of donation.

Depreciation and amortization of property and equipment are provided on the straight-line method over the following estimated useful lives:

Equipment	5 – 7 years
Software	3 – 4 years
Leasehold improvements	10 years

Deferred Revenue

United Way considers payments received on grant agreements, conditional contributions, and service contracts in advance of the services being performed, or conditions being satisfied, to be deferred revenue. Revenue relating to service contracts and grants is recognized as the terms of grant agreements are met or as services outlined in contracts are performed. There was \$142,717 and \$221,583 in deferred revenue as of December 31, 2019 and 2018, respectively.

Income Taxes

United Way is a nonprofit corporation and qualifies as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision is made in these financial statements for income taxes.

United Way has adopted the recognition requirements for uncertainty in income taxes as required by ASC 740-10. The standard prescribes a comprehensive model for how an organization should recognize, measure, present and disclose in the financial statements uncertainty in income taxes of the organization. United Way's income tax filings are subject to audit by various taxing authorities.

In evaluating United Way's tax provisions and accruals, interpretations and tax planning strategies are considered. United Way believes their estimates are appropriate based on current facts and circumstances and have not recorded any reserves, or related accruals for interest and penalties for uncertainty in income taxes at December 31, 2019 and 2018.

Functional Allocation of Expenses

United Way allocates its expenses on a functional basis among its various programs including fundraising activities and support services by estimating the relative attention and effort exerted towards specific functional areas. The expenses include compensation, occupancy, and certain other expenses. Other expenses and support services that can be identified with a specific function are allocated directly according to their natural expenditure classification.

**UNITED WAY OF LARAMIE COUNTY**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2019 and 2018**

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**Note 1. Organization Operations and Significant Accounting Policies (continued)**

Fair Value

Fair value is the price that would be received from the sale of an asset or settlement of a liability in an orderly transaction between market participants at the measurement date. When determining the fair value measurements for assets and liabilities which are required to be recorded at fair value, United Way considers the principal or most advantageous market in which a hypothetical sale or transfer would take place and consider assumptions that market participants would use when pricing the asset or liability, such as inherent risk, transfer restrictions, and risk of non-performance.

The fair value hierarchy is made up of three levels of inputs which may be used to measure fair value: Level 1—observable inputs such as quoted prices for identical instruments in active markets; Level 2—observable inputs such as quoted prices for similar instruments in active markets, quoted prices for identical or similar instruments in markets that are not active and model derived valuations in which all significant inputs are observable in active markets; and Level 3—unobservable inputs for which there is little or no market data and which require us to develop our own assumptions. United Way categorizes fair value measurements within the fair value hierarchy based upon the lowest level of the most significant inputs used to determine such fair value measurement.

Advertising

Advertising costs are expensed as incurred. Advertising expense for the years ended December 31, 2019 and 2018 were \$27,146 and \$45,104, respectively.

Included in these amounts were in-kind advertising contributions of \$26,500 and \$42,096 for the years ended December 31, 2019 and 2018, respectively.

Annual Sponsorships

Annual sponsorships are funds from corporate sponsors to cover fundraising costs and events. Annual sponsorships for years ended December 31, 2019 and 2018 were \$64,750 and \$50,750, respectively, included in other income on the statements of activities.

Use of Estimates in the Preparation of Financial Statements

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

Subsequent Events

Management has evaluated subsequent events through October 22, 2020, the date on which the financial statements were available to be issued.

**Note 2. Certificates of Deposit**

Investments in certificates of deposit are reported at fair value using Level 2 inputs of the fair value hierarchy, which equals cost in the statements of financial position. United Way purchases their certificates of deposit from numerous local financial institutions and limits the amount of credit exposure to any one financial institution. Investments in certificates of deposit were \$207,636 and \$280,492 as of December 31, 2019 and 2018, respectively.

**UNITED WAY OF LARAMIE COUNTY**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2019 and 2018**

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**Note 3. Pledges Receivable and Donated Rent Receivable**

Campaign pledges receivable at December 31, 2019 are related to the Fall 2018 and 2019 campaigns.

The donated rent receivable relates to the commitment by the landlord of the leased property, which is a multi-year pledge commitment that began in 2016. The unconditional promise to give due in more than one year is reflected at the present value of estimated future cash flows using a discount rate of 0.48%.

	2019	2018
Campaign pledges:		
Pledges receivable in less than one year	\$ 357,385	\$ 420,260
Less: allowance for uncollectible pledges	(43,000)	(44,000)
	\$ 314,385	\$ 376,260
Donated Rent:		
Donated rent receivable in less than one year	\$ 9,200	\$ 9,200
Donated rent receivable in one year or more	36,800	46,000
Less: unamortized discount to present value	(1,325)	(1,457)
	\$ 44,675	\$ 53,743

**Note 4. Donated Goods and Services**

Donated goods and services, such as advertising, special meeting and event space, and printing, are characterized as underwriting sponsorships. Donated goods and services are reported at fair value using Level 3 inputs of the fair value hierarchy. The following in-kind gifts are included in the financial statements:

	2019	2018
Underwriting sponsorships	\$ 67,849	\$ 80,451
Rent	13,152	13,152
	\$ 81,001	\$ 93,603

**Note 5. Pension Plan**

United Way has a defined contribution pension plan, which covers substantially all of its employees. Employees are eligible for participation upon reaching 21 years of age and meeting certain other employment requirements. Effective January 1, 2016 United Way offers an employer match up to 3% of employee wages. During the years ended December 31, 2019 and 2018, United Way's contributions to the plan totaled \$9,667 and \$9,020, respectively.

**Note 6. Service Contracts**

United Way has a service contract with the Human Services Advisory Council (HSAC), made up of the Laramie County Board of Commissioners, the City of Cheyenne and the Board of Directors of the United Way. The basic purpose of the HSAC is to provide a review and hearing process to assess human service needs and recommend funding priorities for eligible human service agencies. Each entity provides approximately one-third of the financial support to fund staff support for administering the operations of the HSAC. The current agreement will terminate on June 30, 2021.

**UNITED WAY OF LARAMIE COUNTY**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2019 and 2018**

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**Note 7. Subsequent Event Notes Payable**

Subsequent to December 31, 2019, the Organization received funds from the Federal Paycheck Protection Program through the CARES Act in the amount of \$49,700. The Act provided initial funds as an unsecured loan agreement that bears interest of 1% per year. The Organization intends to apply for loan forgiveness in accordance with the terms of the Paycheck Protection Program, which will require review and approval by the Small Business Administration and the financial institution.

**Note 8. Net Assets with Donor Restrictions**

Net assets in the amount of \$4,787 have donor restrictions for the Emerging Leaders programs as of December 31, 2019 and 2018.

**Note 9. Commitments**

The Board of Directors of United Way of Laramie County has approved future direct agency allocations, emergency grants, training and community development in the following amounts:

	2019	2018
Direct agency allocations	\$ 581,000	\$ 770,000
Goal Connect Initiative	-	30,815
Designations payable	14,055	17,127
	\$ 595,055	\$ 817,942

These commitments are recorded in the statements of financial position as designations and distributions payable.

**Note 10. Property and Equipment**

Property and equipment consisted of the following at December 31:

	2019	2018
Equipment	\$ 28,512	\$ 27,366
Software	9,999	9,999
Leasehold improvements	171,797	171,797
	210,308	209,162
Less accumulated depreciation	(103,202)	(82,504)
	\$ 107,106	\$ 126,658

**Note 11. Operating Lease**

During the year ended December 31, 2015, United Way entered into a 10 year lease agreement for office space. The lease commenced on August 1, 2015 and requires monthly payments of \$2,748 through July 2025. Lease expenses, net of sublease income and in-kind rent, for the years ending December 31, 2019 and 2018 was \$40,400 and \$40,849, respectively, and is included in the statements of functional expenses as rent. Included in rent expense on the statements of functional expenses is in-kind revenue of \$13,152, determined using Level 3 inputs of the fair value hierarchy, for each of the years ending December 31, 2019 and 2018.



**UNITED WAY OF LARAMIE COUNTY**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2019 and 2018**

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**Note 11. Operating Lease (continued)**

During the year ended December 31, 2015, United Way entered into an agreement to sublease office space to a tenant. The sublease commenced on September 1, 2015 and requires the tenant to pay United Way \$440 per month through July 2025. United Way received \$5,280 in sublease payments in each of the years ending December 31, 2019 and 2018, which is netted against rent expense in the statements of functional expenses.

The net future minimum lease payments for United Way are as follows:

December 31,	Rent to be paid	Rent to be received	Net Rent
2020	\$ 32,976	\$ (5,280)	\$ 27,696
2021	32,976	(5,280)	27,696
2022	32,976	(5,280)	27,696
2023	32,976	(5,280)	27,696
2024	32,976	(5,280)	27,696
Thereafter	19,236	(3,080)	16,156
	<u>\$ 184,116</u>	<u>\$ (29,480)</u>	<u>\$ 154,636</u>

**Note 12. Deferred Compensation Agreement**

During the year ended December 31, 2013, United Way entered into a supplemental executive compensation agreement with its Executive Director (the Executive). In accordance with the terms of the agreement, United Way will pay the Executive a sum of \$125,000 in equal annual installments of \$25,000 beginning in the year ending December 31, 2025, contingent upon the Executive continuing full-time employment with United Way until reaching the age of 64. The Executive does not vest in any percentage of the benefit and must continue employment until age 64, with the exception of certain death and disability provisions stated in the agreement.

In accordance with ASC 710-10-55, *Nonvesting Deferred Compensation Contracts*, United Way has determined it is appropriate to accrue the cost of the future benefits to be provided to the Executive over the period of the employee's service. Accordingly, United Way has accrued deferred compensation in the amount of \$54,201 and \$44,975 for 2019 and 2018, respectively, included in accrued expenses on the statements of financial position at December 31, 2019 and 2018.

United Way has elected to fund the deferred compensation liability, in part, through a life insurance policy purchased during the year ending December 31, 2013. The policy insures the life of the Executive, and United Way is responsible for all annual premiums, and is at all times the owner of the policy. The policy shall in no event be deemed to constitute a fund or collateral security for the benefits to the Executive pursuant to the supplemental executive compensation agreement. At December 31, 2019 and 2018, the cash surrender value of the life insurance policy was \$59,903 and \$49,270, respectively.

**Note 13. Trends and Uncertainties**

In 2020, domestic and international economies face uncertainty related to the impact of the COVID-19 disease. United Way may be adversely affected through lack of employee availability, interruptions in operations and ability to serve program participants, volatility in investment markets, and decreases in revenue. Management is currently evaluating the impact it will have on future operations.

**UNITED WAY OF LARAMIE COUNTY**  
**NOTES TO FINANCIAL STATEMENTS**  
**December 31, 2019 and 2018**

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**Note 14. Liquidity and Availability of Financial Assets**

United Way monitors its liquidity so that it is able to meet its operating needs and other contractual commitments while maximizing the investment of its excess operating cash. United Way has the following financial assets that could readily be made available within one year of the statements of financial position dates to fund expenses without limitations at December 31:

	2019	2018
Cash and cash equivalents	\$ 342,759	\$ 646,779
Certificates of deposit	207,636	280,492
Pledge receivables, net	314,385	376,260
Other receivable	104,242	6,279
	\$ 969,022	\$ 1,309,810

Although not expected to be needed, United Way also has liquidity in the cash surrender value of life insurance in the amount of \$59,903 and \$49,270 for the years ending December 31, 2019 and 2018, respectively (Note 11). In addition to financial assets available to meet general expenditures over the year, United Way operates with a balanced budget and anticipates covering its general expenditures by collecting sufficient contributions and other revenues, and by utilizing donor-restricted resources from current and prior years gifts as needed. The statement of cash flows identifies the sources and uses of United Way's cash and shows net cash and cash equivalents (used) generated by operating and investing activities of (\$304,020) and \$63,970 for the years ending December 31, 2019 and 2018, respectively.

**SUPPLEMENTAL SCHEDULES**

**UNITED WAY OF LARAMIE COUNTY**  
**SUPPLEMENTAL SCHEDULES OF**  
**DIRECT ALLOCATIONS PAID TO AGENCIES (CASH BASIS)**  
**Years Ended December 31, 2019 and 2018**

	<b>2019</b>	<b>2018</b>
After School for Kids	\$ 25,000	\$ 25,000
American Red Cross of Wyoming	16,500	16,500
Bethel Outreach	7,200	7,200
Boys and Girls Club of Cheyenne	70,000	70,000
CASA - Caring Program for Children	25,300	25,300
Cheyenne Health and Wellness Center (Healthworks)	117,000	117,000
CLIMB Wyoming	41,250	41,250
COMECA, Inc.	43,250	43,250
Family Promise	25,000	25,000
Foster Grandparent Program	44,255	44,255
Funding the Future	7,500	7,500
Green Path	10,000	10,000
Habitat for Humanity	15,000	15,000
Kinship Support	3,500	3,500
Meals on Wheels of Cheyenne, Inc.	25,000	25,000
Needs, Inc.	110,000	110,000
Recover Wyoming	20,000	20,000
Safe Harbor	9,000	9,000
Safe House/ Sexual Assault Services	37,000	37,000
Salvation Army	5,045	5,045
Southeast Wyoming Mental Health - Peak Wellness	41,900	41,900
Special Friends of Cheyenne	42,000	42,000
Wyo Citizens Review Panel	2,500	2,500
Wyoming 2-1-1	15,000	15,000
Wyoming Family Home Ownership	5,000	5,000
Wyoming Senior Companion Program	6,800	6,800
	<u>\$ 770,000</u>	<u>\$ 770,000</u>

**SUPPLEMENTAL SCHEDULES OF**  
**SPECIAL ALLOCATIONS (CASH BASIS)**  
**Years Ended December 31, 2019 and 2018**

	<b>2019</b>	<b>2018</b>
Goal Connect Initiative	<u>\$ 35,000</u>	<u>\$ 35,000</u>
	<u>\$ 35,000</u>	<u>\$ 35,000</u>

See accompanying notes to financial statements.

**UNITED WAY OF LARAMIE COUNTY**  
**SUPPLEMENTAL SCHEDULES OF SUPPORT AND REVENUE**  
**(EXCLUDING IN-KIND CONTRIBUTIONS)**  
**For the Years Ended December 31, 2019 and 2018**

	<b>2019</b>		<b>2018</b>	
Public Support				
United Way Campaign **	\$ 771,617	72.4%	\$ 797,035	63.5%
Special Event	-	0.0%	99,265	7.9%
Other Support				
Investment income	3,637	0.3%	5,881	0.5%
Community Schools Initiative	102,616	9.6%	90,667	7.2%
HSAC service contract - city	10,500	1.0%	10,500	0.8%
HSAC service contract - county	10,500	1.0%	10,500	0.8%
Other income	68,354	6.4%	58,670	4.7%
5th penny overage	98,762	9.3%	183,500	14.6%
	<u>294,369</u>	<u>27.6%</u>	<u>359,718</u>	<u>28.6%</u>
<b>Total Public Support and Revenue</b>	<u>\$ 1,065,986</u>	<u>100.0%</u>	<u>\$ 1,256,018</u>	<u>100.0%</u>

\*\* Total United Way campaign revenue includes donor contributions designated to specific agencies.

See accompanying notes to financial statements.

**UNITED WAY OF LARAMIE COUNTY**  
**SUPPLEMENTAL SCHEDULES OF EXPENSES**  
**(LESS IN-KIND EXPENSES AND ANNUAL SPONSORSHIPS)**  
**For the Years Ended December 31, 2019 and 2018**

	<b>2019</b>				
	Return to Community	Organizational Administration	Fund Raising	United Way Worldwide Dues	Total
Total expenses	\$ 917,878	\$ 105,049	\$ 157,576	\$ 10,179	\$ 1,190,682
Less: in-kind expenses	(24,372)	(4,064)	(52,565)	-	(81,001)
Less: annual sponsorships	-	-	(64,750)	-	(64,750)
Expenses excluding in-kind and annual sponsorships	\$ 893,506	\$ 100,985	\$ 40,261	\$ 10,179	\$ 1,044,931
Percentage	85.51%	9.66%	3.85%	0.97%	100.00%

\*\* Return to the community expenses exclude donor designated distributions.

	<b>2018</b>				
	Return to Community	Organizational Administration	Fund Raising	United Way Worldwide Dues	Total
Total expenses	\$ 1,137,701	\$ 105,783	\$ 196,506	\$ 11,318	\$ 1,451,308
Less: in-kind expenses	(22,332)	(4,916)	(58,755)	-	(86,003)
Less: annual sponsorships	-	-	(50,750)	-	(50,750)
Expenses excluding in-kind and annual sponsorships	\$ 1,115,369	\$ 100,867	\$ 87,001	\$ 11,318	\$ 1,314,555
Percentage	84.85%	7.67%	6.62%	0.86%	100.00%

\*\* Return to the community expenses exclude donor designated distributions.

See accompanying notes to financial statements.