



Community
Service
Society

***CONSOLIDATED FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION
WITH INDEPENDENT AUDITORS' REPORT***

YEARS ENDED JUNE 30, 2021 AND 2020

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INDEPENDENT AUDITORS' REPORT

To The Board of Trustees
Community Service Society of New York and Affiliates
New York, New York

Report on the Financial Statements

We have audited the accompanying consolidated financial statements of Community Service Society of New York and Affiliates which comprise the consolidated balance sheets as of June 30, 2021 and 2020, and the related consolidated statements of activities, cash flows, and functional expenses for the years then ended, and the related notes to the consolidated financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated 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 consolidated financial statements based on our audits. We conducted our audits 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 audits to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement. The financial statements of Institute for Community Empowerment; and Friends of R.S.V.P., Inc. were not audited in accordance with *Government Auditing Standards*.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated 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 consolidated 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 consolidated 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 consolidated financial statements referred to above present fairly, in all material respects, the consolidated financial position of Community Service Society of New York and Affiliates as of June 30, 2021 and 2020, and the changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters:

Other Information

Our audits were conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying schedule of expenditures of federal awards as required by Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the consolidated 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 consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated 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 consolidated financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report, dated January 14, 2022, on our consideration of Community Service Society of New York and Affiliates' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Community Service Society of New York and Affiliates' 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 Community Service Society of New York and Affiliates' internal control over financial reporting and compliance.

Dorfman Abrams Music, LLC

Saddle Brook, New Jersey

January 14, 2022, except for the Schedule of Expenditures of Federal Awards, which is dated April 11, 2022

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

CONSOLIDATED BALANCE SHEETS
(in thousands)

ASSETS

	June 30,	
	<u>2021</u>	<u>2020</u>
Assets:		
Cash and cash equivalents	\$ 5,862	\$ 3,603
Investments	177,782	143,936
Government and other receivables	11,462	12,401
Prepaid expenses and other assets	498	282
Beneficial interest in perpetual trusts	46,585	37,615
Property and equipment, net	<u>30,942</u>	<u>32,117</u>
Total assets	<u>\$ 273,131</u>	<u>\$ 229,954</u>

LIABILITIES AND NET ASSETS

Liabilities:		
Accounts payable and accrued expenses	\$ 6,720	\$ 6,499
Accrued pension and post-retirement liability	13,350	29,922
Refundable advance - Paycheck Protection Program		<u>3,068</u>
Total liabilities	<u>20,070</u>	<u>39,489</u>
Net assets:		
Without donor restrictions:		
Board designated:		
Quasi-endowment fund	107,797	77,220
Operating reserve	5,000	5,000
Other	1,357	1,255
Bequest	7,650	7,390
Undesignated	<u>42,524</u>	<u>27,696</u>
Total net assets without donor restrictions	<u>164,328</u>	<u>118,561</u>
With donor restrictions:		
Donor restricted endowment funds	29,095	29,095
Beneficial interest in perpetual trusts	46,585	37,615
Purpose restricted	<u>13,053</u>	<u>5,194</u>
Total net assets with donor restrictions	<u>88,733</u>	<u>71,904</u>
Total net assets	<u>253,061</u>	<u>190,465</u>
Total liabilities and net assets	<u>\$ 273,131</u>	<u>\$ 229,954</u>

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

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

CONSOLIDATED STATEMENTS OF ACTIVITIES
(in thousands)

	Year ended June 30, 2021			Year ended June 30, 2020		
	Without donor restrictions	With donor restrictions	Total	Without donor restrictions	With donor restrictions	Total
Operating revenue and support:						
Government grants	\$	\$ 23,014	\$ 23,014	\$	\$ 20,014	\$ 20,014
Direct contributions and federated campaigns	685	1,987	2,672	1,311	2,766	4,077
Bequests	260		260	67		67
Program fees and other revenue	139		139	110		110
Investment return used for operations, net	6,422	3,578	10,000	7,213	2,377	9,590
Special events, net of expenses of \$0 in 2021 and \$8 in 2020				8		8
Net assets released from restrictions	28,379	(28,379)		24,531	(24,531)	
Total operating revenue and support	35,885	200	36,085	33,240	626	33,866
Operating expenses:						
Program services:						
Direct program services	28,347		28,347	25,217		25,217
Policy, research and advocacy	3,126		3,126	3,893		3,893
Public interest	606		606	986		986
Total program services	32,079		32,079	30,096		30,096
Supporting services:						
Management and general	2,516		2,516	3,841		3,841
Fundraising	1,077		1,077	1,266		1,266
Total supporting services	3,593		3,593	5,107		5,107
Total operating expenses	35,672		35,672	35,203		35,203
Excess (deficit) of operating revenue over operating expenses	213	200	413	(1,963)	626	(1,337)
Non-operating activities:						
Investment return in excess of amount used for operations, net	26,901	16,629	43,530	(1,965)		(1,965)
Total non-operating activities	26,901	16,629	43,530	(1,965)		(1,965)
Change in net assets before pension and post-retirement related charges	27,114	16,829	43,943	(3,928)	626	(3,302)
Pension and post-retirement related charges other than net periodic pension cost	18,653		18,653	(9,209)		(9,209)
Change in total net assets	45,767	16,829	62,596	(13,137)	626	(12,511)
Net assets, beginning of year	118,561	71,904	190,465	131,698	71,278	202,976
Net assets, end of year	\$ 164,328	\$ 88,733	\$ 253,061	\$ 118,561	\$ 71,904	\$ 190,465

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

CONSOLIDATED STATEMENTS OF CASH FLOWS
(in thousands)

	Year ended June 30,	
	<u>2021</u>	<u>2020</u>
Cash flows from operating activities:		
Change in net assets	\$ 62,596	\$ (12,511)
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities:		
Depreciation	1,425	1,380
Net realized and unrealized gain on investments	(40,617)	(3,320)
(Increase) decrease in beneficial interest in perpetual trusts	(8,970)	198
Pension and post-retirement related changes other than net periodic pension cost	(18,653)	9,209
Bad debt expense	22	5
Changes in operating assets and liabilities:		
(Increase) decrease in:		
Government and other receivables	917	(3,479)
Prepaid expenses and other assets	(216)	193
Increase (decrease) in:		
Accounts payable and accrued expenses	221	387
Accrued pension and post-retirement liability	2,081	1,005
Refundable advance - Paycheck Protection Program	(3,068)	3,068
Net cash used by operating activities	<u>(4,262)</u>	<u>(3,865)</u>
Cash flows from investing activities:		
Purchases of investments	(26,891)	(179,954)
Proceeds from sale/maturity of investments	33,663	183,358
Purchases of property and equipment	(251)	(182)
Net cash provided by investing activities	<u>6,521</u>	<u>3,222</u>
Net increase (decrease) in cash and cash equivalents	2,259	(643)
Cash and cash equivalents, beginning of year	<u>3,603</u>	<u>4,246</u>
Cash and cash equivalents, end of year	<u>\$ 5,862</u>	<u>\$ 3,603</u>

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

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

CONSOLIDATED STATEMENTS OF FUNCTIONAL EXPENSES
(in thousands)

Years Ended June 30, 2021 and 2020

	Program services expenses							
	Direct program services		Policy, research and advocacy		Public interest		Total	
	2021	2020	2021	2020	2021	2020	2021	2020
Salaries	\$ 10,113	\$ 8,415	\$ 1,520	\$ 2,071	\$ 209	\$ 381	\$ 11,842	\$ 10,867
Fringe benefits and payroll taxes	5,588	4,273	835	920	170	198	6,593	5,391
Total salaries and related expenses	15,701	12,688	2,355	2,991	379	579	18,435	16,258
Professional fees	10,712	10,512	440	452	88	249	11,240	11,213
Occupancy	324	421	64	94	11	16	399	531
Software and equipment expenses	153	149	17	27	21	23	191	199
Direct assistance	397	287					397	287
Telephone and communication	134	113	18	19	3	4	155	136
Insurance	7	8	8	14			15	22
Support payments	29	51	4	2	72	80	105	133
Conferences, conventions and meetings	15	30	4	30			19	60
Printing and other office expenses	6	4	1	5		1	7	10
Transportation	27	125	1	32		1	28	158
Supplies	31	69	5	13			36	82
Postage and shipping	10	18	1	3			11	21
Other expenses	17	21	32	33	1	1	50	55
Bad debt expense	22	5					22	5
Depreciation	762	716	176	178	31	32	969	926
Total operating expenses	\$ 28,347	\$ 25,217	\$ 3,126	\$ 3,893	\$ 606	\$ 986	\$ 32,079	\$ 30,096

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

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

CONSOLIDATED STATEMENTS OF FUNCTIONAL EXPENSES
(in thousands)

Years Ended June 30, 2021 and 2020

	Supporting services expenses						Total program and supporting services expenses	
	Management and general		Fundraising		Total		2021	2020
	2021	2020	2021	2020	2021	2020		
Salaries	\$ 504	\$ 1,542	\$ 448	\$ 655	\$ 952	\$ 2,197	\$ 12,794	\$ 13,064
Fringe benefits and payroll taxes	520	617	307	307	827	924	7,420	6,315
Total salaries and related expenses	1,024	2,159	755	962	1,779	3,121	20,214	19,379
Professional fees	366	410	137	100	503	510	11,743	11,723
Occupancy	82	101	19	23	101	124	500	655
Software and equipment expenses	258	269	5	8	263	277	454	476
Direct assistance							397	287
Telephone and communication	60	58	3	4	63	62	218	198
Insurance	165	148			165	148	180	170
Support payments							105	133
Conferences, conventions and meetings	57	133	1	4	58	137	77	197
Printing and other office expenses			68	79	68	79	75	89
Transportation	42	70		2	42	72	70	230
Supplies	29	53	1	1	30	54	66	136
Postage and shipping	6	9	16	22	22	31	33	52
Other expenses	22	27	21	11	43	38	93	93
Bad debt expense							22	5
Depreciation	405	404	51	50	456	454	1,425	1,380
Total operating expenses	\$ 2,516	\$ 3,841	\$ 1,077	\$ 1,266	\$ 3,593	\$ 5,107	\$ 35,672	\$ 35,203

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

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

(in thousands)

June 30, 2021 and 2020

1. Nature of the Organizations

Community Service Society of New York (CSS) and its affiliated organizations, Institute for Community Empowerment (Institute), and Friends of R.S.V.P., Inc. (CSS and its affiliates are collectively referred to as the Society), are affiliated through common board control. CSS is a 501(c)(3) not-for-profit corporation operating under a Certificate of Consolidation granted by the State of New York in 1939, merging the New York Association for Improving the Condition of the Poor and The Charity Organization Society of the City of New York. It is a private, nonsectarian, voluntary social service agency. The mission of Community Service Society of New York is to identify problems which create a permanent poverty class in New York City and to advocate the systemic changes required to eliminate such problems. CSS's primary goals are to advocate for better job opportunities to break the cycle of intergenerational poverty that particularly affects communities of color; promote policies and programs that advance the economic security of the poor and working poor; and promote health care reform as an essential strategy for alleviating barriers to employment and economic stability.

The Institute is a 501(c)(4) not-for-profit corporation which was established in November 1988 to perform certain electoral advocacy, research, and lobbying activities with other community-based organizations. The Institute did not engage in any activities during either of the years ended June 30, 2021 or 2020.

Friends of R.S.V.P., Inc. is a 501(c)(3) private foundation created in 1986 as a fund-raising vehicle for the Retired and Senior Volunteer Program administered by CSS. On January 23, 2005, the Board of Trustees voted to dissolve the Friends of R.S.V.P., Inc. Implementation of this decision has yet to occur citing the potential of a name change or reorganization.

The Society's primary sources of revenues are government grants, contributions, and investment income.

2. Summary of significant accounting policies

This summary of significant accounting policies of the Society is presented to assist in understanding the Society's consolidated financial statements. The consolidated financial statements and notes are representations of the Society's management, which is responsible for their integrity and objectivity. These accounting policies conform to accounting principles generally accepted in the United States of America as promulgated in *FASB Accounting Standards Codification* (the Codification) and have been consistently applied in the preparation of the consolidated financial statements.

Principles of consolidation

The consolidated financial statements include the accounts of CSS, Institute and Friends of R.S.V.P., Inc. All material intercompany balances and transactions have been eliminated in consolidation.

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
(in thousands)

June 30, 2021 and 2020

2. Summary of significant accounting policies (continued)

Basis of presentation

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

Net assets without donor restrictions - Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Society. These net assets may be used at the discretion of the Organization's management and the Board of Trustees. Included within net assets without donor restrictions are board-designated net assets of \$114,154 and \$83,475 as of June 30, 2021 and 2020, respectively.

Net assets with donor restrictions - Net assets subject to stipulations imposed by donors, and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Functional allocation of expenses

The costs of providing various programs and support services have been summarized on a functional basis in the consolidated statement of activities and in the consolidated statement of functional expenses. Accordingly, natural expenses attributable to more than one functional expense category are allocated using a variety of cost allocation techniques such as time and effort and square footage.

Measure of operations

The statement of activities reports all changes in net assets, including changes in net assets from operating and non-operating activities. Operating activities consist of those items attributable to the Society's ongoing services and amounts appropriated and spent from the Society's investment account. Non-operating activities are limited to other investment activity not used in operations, pension related charges other than net periodic pension cost and other activities considered to be of a more unusual or nonrecurring nature.

Fair value of financial instruments

The carrying amounts reported on the consolidated balance sheet of the Society approximate their fair value.

Income taxes

The Organizations' are tax-exempt organizations as defined by the Internal Revenue Code, though it is subject to tax on income unrelated to its exempt purpose, unless that income is otherwise excluded by the Code. The Organization has processes presently in place to ensure the maintenance of its tax-exempt status; to identify and report unrelated income; to determine its filing and tax obligations in jurisdictions for which it has nexus; and to identify and evaluate other matters that may be considered tax positions. The Organization has determined that there are no material uncertain tax positions that require recognition or disclosure in the consolidated financial statements.

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

(in thousands)

June 30, 2021 and 2020

2. Summary of significant accounting policies (continued)

Operating revenue and support

The Society recognizes contributions when cash, securities, or other assets; an unconditional promise to give; or a notification of a beneficial interest is received. Bequests are recognized when the Society receives notification that the probate court has declared the will valid. Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. When a 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 consolidated statement of activities as net assets released from restrictions. Conditional promises to give are contributions with a measurable performance or other barrier and a right of return. Contributions with conditions are not recognized until the conditions upon which they depend have been met.

A significant portion of the Society's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Society has incurred expenditures in compliance with specific contract or grant provisions. Amounts received on cost reimbursement grants, prior to incurring qualifying expenditures, are reported as refundable advances in the consolidated balance sheet. Under the terms of funding agreements with various governmental agencies, certain reported expenditures are subject to audit and acceptance by the funding agencies. In the opinion of management, adjustments, if any, resulting from future audits, should not have a material effect on the Society's financial position or changes in its net assets.

The Society recognizes revenue from special events when the event takes place. The Society records special event revenue equal to the fair value of direct benefits to donors, and contribution income for the excess received. Amounts received prior to the commencement of the event, including deposits, are deferred to the applicable period.

In-kind contributions are reflected as contributions at fair value at date of donation and are reported as support without donor restrictions unless explicit donor stipulations specify how donated assets must be used. The Society did not recognize any in-kind donations during either of the years ended June 30, 2021 or 2020.

Several volunteers have made significant contributions of their time in furtherance of the Society's mission. These services were not reflected in the accompanying consolidated statement of activities because they do not meet the necessary criteria for recognition under U.S. GAAP.

Cash and cash equivalents

Cash consists of demand deposit accounts. Highly liquid financial instruments with maturities of three months or less that are held in the Society's investment portfolio are classified as investments and are not considered to be cash for the purposes of the consolidated statement of cash flows.

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
(in thousands)

June 30, 2021 and 2020

2. Summary of significant accounting policies (continued)

Investments

Investments are recorded at cost, or if donated, at fair value on the date of donation. Thereafter, investments are reported at their fair values in the consolidated balance sheet. The Society invests in various types of investment securities. Investment securities, in general, are exposed to various risks such as interest rate, credit, and overall market volatility risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term, based on the markets' fluctuations, and that such changes could materially affect the amounts reported in the Society's consolidated financial statements. Investment fees are netted against the investment return.

Government and other receivables

Unconditional promises to give that are expected to be collected within one year are recorded at net realizable value. Unconditional promises to give that are expected to be collected in future years are recorded at the present value of their estimated future cash flows. The discounts on those amounts are computed using risk-adjusted interest rates applicable to the years in which the promises are received. Discount amortization is included in contribution revenue. Conditional promises to give are not included as support until the conditions are met. All government and other receivables were due within one year as of both years ended June 30, 2021 and 2020.

Allowance for doubtful accounts

Receivables are charged to bad debt expense when they are determined to be uncollectible based upon a periodic review of client balances by management. Factors used to determine whether an allowance should be recorded include the age of the receivable and a review of payments subsequent to year end. As of both June 30, 2021 and 2020, management determined that an allowance was not necessary.

Beneficial interest in perpetual trusts

The Society has beneficial interests in various perpetual trusts. The Society's interest in these trusts is reported as a contribution in the year received at their fair value. Changes in the fair value of the underlying assets are recognized as income or loss on the consolidated statement of activities.

Property and equipment

Property and equipment are stated at cost, if purchased, or at fair value at the date of the gift, if donated, less accumulated depreciation. The cost of property and equipment purchased in the amount of \$2,500 or more with an estimated useful life in excess of a year is capitalized. Depreciation is provided in amounts sufficient to amortize the cost of the property and equipment over the estimated useful lives on a straight-line basis.

Building	39 years
Building improvements	15 years
Computer and office equipment	3 - 7 years

The cost of assets sold or otherwise disposed of and the accumulated depreciation thereon are eliminated from the accounts and the resulting gain or loss is reflected in income. Expenditures for maintenance and repairs are charged to expense as incurred; replacements and betterments that extend the useful lives are capitalized.

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
(in thousands)

June 30, 2021 and 2020

2. Summary of significant accounting policies (continued)

Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Reclassifications

Certain amounts in the 2020 consolidated financial statements have been reclassified to conform to the 2021 presentation.

3. Availability and liquidity

The following reflects the Society's financial assets as of June 30, 2021, reduced by funds not available for general use due to restrictions imposed by either the governing board and/or donor-imposed restrictions within one year of the consolidated balance sheet date. However, funds already appropriated from donor-restricted endowment for general expenditure within one year of the consolidated balance sheet date are not deemed unavailable.

The following represents the Society's financial assets at June 30, 2021:

Financial assets:	
Cash and cash equivalents	\$ 5,862
Investments	177,782
Government and other receivables	11,462
Beneficial interest in perpetual trusts	<u>46,585</u>
Total financial assets	<u>241,691</u>
Less funds unavailable for general expenditures within one year due to:	
Donor-imposed restrictions	88,733
Board designated net assets	114,154
Less: net assets with restrictions to be met in less than a year	<u>(12,953)</u>
Total funds unavailable for general expenditures within one year	<u>189,934</u>
Financial assets available for general expenditures within one year	<u>\$ 51,757</u>

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
(in thousands)

June 30, 2021 and 2020

3. Availability and liquidity (continued)

The Society's operations are substantially supported by government grants and restricted contributions. Because donor-imposed restrictions or contractual obligations require resources to be used in a particular manner or in a future period, the Society must maintain sufficient resources to meet these responsibilities. Thus, financial assets may not be available for general expenditure within one year. As part of the Society's liquidity management, there is a policy in place to structure financial assets to be available as obligations become due. The Society's goal is generally to maintain financial assets to meet 90 days of operating expenses, approximately \$8,600. Cash in excess of daily requirements is invested in short-term investments.

In addition, the governing board has designated certain funds (see Note 12) that may be drawn upon in the event of financial distress or an immediate liquidity need resulting from events outside the typical life cycle of converting financial assets to cash or settling financial liabilities. The Society also had \$6,000 available on its line of credit to meet unanticipated liquidity needs at June 30, 2021 (See Note 3).

4. Risks and uncertainties

Financial instruments that potentially subject the Society to concentrations of credit risk consist principally of cash and cash equivalents, investments, and governmental and other receivables. The Society maintains its cash and cash equivalents in bank deposit accounts, the balances of which, at times, may exceed federally insured limits. Exposure to credit risk is reduced by placing such deposits in high quality financial institutions. The Society limits its exposure by performing periodic evaluations of the financial institution where it maintains its cash and cash equivalents. Investment securities are exposed to various risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the value of investment securities will occur in the near term and that such changes could materially affect the amounts reported in the consolidated financial statements. Concentration of credit risk with respect to receivables is limited due to the fact that they are mainly derived from governmental agencies.

In the first quarter of calendar year 2020, the outbreak of a novel strain of coronavirus, COVID-19, was declared a Pandemic. The Pandemic did not have an impact on the Society until mid-March 2020. In response to the Pandemic, management has modified certain business and workforce practices and implemented new protocols to promote social distancing and enhance health and safety measures in their office. In addition, most of the Society's workforce continues to work from home. The Pandemic also impacted the Society's direct service programs that now required the exclusive use of technology to continue its operations. To the date of these consolidated financial statements, there has been no significant programmatic slowdowns or funding changes. However, events surrounding the Federal and State of New York's responses to the Pandemic could change this, and that change could be material.

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

(in thousands)

June 30, 2021 and 2020

5. Government grants and other receivables

Government grants and other receivables consist of the following at June 30:

	<u>2021</u>	<u>2020</u>
Government receivables:		
U.S. Department of Health and Human Services:		
Community Health Advocate	\$ 1,656	\$ 1,722
Navigator Program Grant	2,495	2,494
ABD Healthcare Program Grant	710	1,010
	<u>4,861</u>	<u>5,226</u>
Corporation for National and Community Service:		
RSVP Program	188	204
New York State Department of Health:		
ICAN Healthcare Program Grant	2,429	2,628
New York City DOHMH:		
Harlem Healthcare Program Grant	228	590
Other government receivables	<u>2,570</u>	<u>1,574</u>
Total government receivables	10,276	10,222
Non-government receivables	<u>1,186</u>	<u>2,179</u>
	<u>\$ 11,462</u>	<u>\$ 12,401</u>

At both June 30, 2021 and 2020, all receivables were expected to be collected within one year.

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6. Fair value measurements

The Codification establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets and liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are as follows:

Level 1 - Inputs that reflect unadjusted quoted prices in active markets for identical assets or liabilities that the Society has the ability to access at the measurement date;

Level 2 - Inputs other than quoted prices that are observable for the assets or liability either directly or indirectly, including inputs that are not considered to be active;

Level 3 - Inputs that are unobservable.

Inputs are used in applying the various valuation techniques and broadly refer to the assumptions that market participants use to make valuation decisions, including assumptions about risk. Inputs may include price information, volatility statistics, specific and broad criteria data, liquidity statistics, and other factors.

An investment's level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. However, the determination of what constitutes "observable" requires significant judgment by the Society. The Society considers observable data to be that market data which is readily available, regularly distributed or updated, reliable and verifiable, not proprietary, provided by multiple, independent sources that are actively involved in the relevant market.

The categorization of an investment within the hierarchy is based upon the pricing transparency of the investment and does not necessarily correspond to the Society's perceived risk of that investment.

The following is a description of the valuation methodologies used for assets measured at fair value.

Money market funds, fixed-income securities and equities - Valued at the closing price reported on the active market on which the individual securities are traded.

Mutual funds - Valued at the net asset value (NAV) of shares held at year end as determined by the managers of the underlying funds.

Alternative investments and private equities - There are no observable inputs and certain of the underlying investments are not publicly traded and there is no secondary market for such funds. These mutual funds are valued by the managers of the underlying funds at the NAV of shares held by CSS at year end or other pricing methodologies.

Beneficial interest in perpetual trusts - Beneficial interest in perpetual trusts is valued at fair value of the Society's beneficial interest in the fair value of underlying assets.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Society believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

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6. Fair value measurements (continued)

Investment securities are stated at fair value and are summarized as follows at June 30:

	2021		2020	
	Cost	Fair value	Cost	Fair value
Cash equivalents	\$ 15,645	\$ 15,645	\$ 14,957	\$ 14,957
Money market funds				
Fixed income:				
U.S. government and agency	5,709	5,747	7,893	8,266
Corporate bonds	2,965	3,042	3,223	3,398
Mutual funds:				
Equity	77,830	115,066	83,693	90,292
Fixed income	10,756	11,200	8,331	8,398
Alternative investment	3,395	3,665	2,834	2,702
U.S. equity	8,475	10,522	7,613	6,820
Non-U.S. equity	8,927	11,446	8,969	9,103
Private equity	1,342	1,449		
	<u>\$ 135,044</u>	<u>\$ 177,782</u>	<u>\$ 137,513</u>	<u>\$ 143,936</u>

The classification of the Society's investment securities at fair value is as follows at June 30, 2021:

	Level 1	Level 2	Level 3	Total
Cash equivalents	\$ 15,645	\$	\$	\$ 15,645
Money market funds				
Fixed income:				
U.S. government and agency	5,747			5,747
Corporate bonds	3,043			3,043
Mutual funds:				
Equity	115,066			115,066
Fixed income	11,200			11,200
Alternative investment			3,665	3,665
U.S. equity	10,522			10,522
Non-U.S. equity	11,445			11,445
Private equity			1,449	1,449
	<u>172,668</u>		<u>5,114</u>	<u>177,782</u>
Beneficial interest in perpetual trusts			46,585	46,585
	<u>\$ 172,668</u>	<u>\$</u>	<u>\$ 51,699</u>	<u>\$ 224,367</u>

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6. Fair value measurements (continued)

The classification of the Society's investment securities at fair value is as follows at June 30, 2020:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Cash equivalents	\$ 14,957	\$	\$	\$ 14,957
Money market funds				
Fixed income:				
U.S. government and agency	8,266			8,266
Corporate bonds	3,398			3,398
Mutual funds:				
Equity	90,292			90,292
Fixed income	8,398			8,398
Alternative investment			2,702	2,702
U.S. equity	6,820			6,820
Non-U.S. equity	9,103			9,103
	<u>141,234</u>		<u>2,702</u>	<u>143,936</u>
Beneficial interest in perpetual trusts			<u>37,615</u>	<u>37,615</u>
	<u>\$ 141,234</u>	<u>\$</u>	<u>\$ 40,317</u>	<u>\$ 181,551</u>

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6. Fair value measurements (continued)

The table below sets forth a summary of changes in the fair value of the level 3 assets for the year ended June 30, 2021:

	BlackRock Strategic Income Opprtns PTF Inst	BlackRock Allocation Shares Series P	BlackRock Allocation Shares Series A	DFA Real Estate Securities	DFA International Real Estate Securities	Permanent Portfolio Fund	Wilshire Private Equity Annual Fund Series L.P.	Templeton Global Bond Fund	Total	Beneficial Interest in Perpetual	Total
Balance, beginning of year	\$ 610	\$	\$	\$	\$	\$	\$	\$ 2,092	\$ 2,702	\$ 37,615	\$ 40,317
Purchases	3					3,085	1,357		4,445		4,445
Sales	(303)					(164)		(2,091)	(2,558)		(2,558)
Fees							(27)		(27)		(27)
Interest/dividend income						164	13	39	216		216
Unrealized gain/(loss)	17					253	106	131	507	8,970	9,477
Realized gain/(loss)								(171)	(171)		(171)
Net change	(283)					3,338	1,449	(2,092)	2,412	8,970	11,382
Balance, end of year	\$ 327	\$	\$	\$	\$	\$ 3,338	\$ 1,449	\$	\$ 5,114	\$ 46,585	\$ 51,699

The table below sets forth a summary of changes in the fair value of the level 3 assets for the year ended June 30, 2020:

	BlackRock Strategic Income Opprtns PTF Inst	BlackRock Allocation Shares Series P	BlackRock Allocation Shares Series A	DFA Real Estate Securities	DFA International Real Estate Securities	Permanent Portfolio Fund	Wilshire Private Equity Annual Fund Seires L.P.	Templeton Global Bond Fund	Total	Beneficial Interest in Perpetual	Total
Balance, beginning of year	\$ 2,470	\$ 713	\$ 570	\$ 1,241	\$ 1,181	\$	\$	\$	\$ 6,175	\$ 37,813	\$ 43,988
Purchases	244							5,162	5,406		5,406
Sales	(2,169)	(714)	(541)	(1,293)	(1,233)			(3,032)	(8,982)		(8,982)
Interest/dividend income	46		18	3				125	192		192
Unrealized gain/(loss)	(8)	63	3	170	(75)			(131)	22	(198)	(176)
Realized gain/(loss)	27	(62)	(50)	(121)	127			(32)	(111)		(111)
Net change	(1,860)	(713)	(570)	(1,241)	(1,181)			2,092	(3,473)	(198)	(3,671)
Balance, end of year	\$ 610	\$	\$	\$	\$	\$	\$	\$ 2,092	\$ 2,702	\$ 37,615	\$ 40,317

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

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6. Fair value measurements (continued)

The following table describes the investments that are included in level 3 of the fair value hierarchy.

Fund name	Redemption period	Notice period	Description of fund	2021	2020
BlackRock Strategic Income Opportunities Fund			Employs a flexible investment approach across fixed income sectors without constraints on maturity, sector, quality or geography. The Fund actively manages two main risks in fixed income, interest rate risk and credit risk, to provide a compelling combination of income, low volatility and attractive returns.	\$ 327	\$ 610
Permanent Portfolio Fund			The fund seeks to preserve and increase long-term purchasing power value by investing fixed percentages in gold, silver, Swiss Franc assets, stocks of real estate and natural resource companies, aggressive growth stocks, and US Treasury securities.	3,338	
Wilshire Private Equity Annual Fund Series, L.P.			<p>The Fund is designed to be a turnkey private equity solution consisting of 6-12 primary fund investments and up to 6 secondary fund investments and direct co-investments diversified by sector and geography. The Fund will be structured to be diversified by sector, industry and geography. Each series containing 6-12 primary fund investments and up to 6 secondary fund investments and direct co-investments would be expected to be in excess of 60 underlying investment positions. We also believe in the importance of vintage year diversification and believe investors can achieve this objective by investing in future annual series offerings.</p> <p>The Fund will follow a legacy of fully discretionary private markets investment vehicles that Wilshire has sponsored. The Fund will seek to develop a diversified portfolio of private equity investments composed primarily of private equity partnerships targeting long-term net returns that are expected to exceed those available through a diversified portfolio of publicly-traded equity securities. The Fund will focus on underserved and niche markets and may include select transactions that could further diversify the portfolio and may generate incremental returns. The fund aims to generate strong risk-adjusted returns on behalf of its investors.</p>	1,449	
Templeton Global Bond Fund			The fund seeks current income with capital appreciation and growth of income, by investing at least 80% of its net assets in bonds of governments, government related entities and government agencies located anywhere in the world. The fund regularly enters into various currency-related and other transactions involving derivative instruments.		2,092
				<u>\$ 5,114</u>	<u>\$ 2,702</u>

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6. Fair value measurements (continued)

The following schedule summarizes the net investment return. The classification of the investment return is reported in the consolidated statement of activities.

	<u>2021</u>	<u>2020</u>
Interest and dividend income	\$ 2,176	\$ 2,908
Net realized and unrealized gain on investments	49,587	3,122
Perpetual trust investment income	<u>1,767</u>	<u>1,595</u>
	<u>\$ 53,530</u>	<u>\$ 7,625</u>

Consistent with the Society's spending policy for the years ended June 30, 2021 and 2020, \$10,000 and \$9,590 was appropriated and spent, respectively.

7. Property and equipment

A summary of property and equipment is as follows at June 30:

	<u>2021</u>	<u>2020</u>
Land	\$ 5,035	\$ 5,035
Building and improvements	32,399	32,279
Computer and office equipment	<u>2,120</u>	<u>1,990</u>
	39,554	39,304
Less accumulated depreciation	<u>8,612</u>	<u>7,187</u>
	<u>\$ 30,942</u>	<u>\$ 32,117</u>

Depreciation expense for the years ended June 30, 2021 and 2020 was \$1,425 and \$1,380, respectively.

8. Line of credit

The Society has a \$6,000 revolving line of credit with a financial institution that bears interest at LIBOR plus 0.95% per annum. The loan is secured by certain investments and expires on November 10, 2022.

There were no outstanding balances as of June 30, 2021 or 2020 and no interest expense was incurred during either of the years then ended.

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9. Paycheck Protection Program loan

On May 8, 2020, the Society was granted a loan in the amount of \$3,068 pursuant to the Paycheck Protection Program (the PPP). The PPP, established as part of the Coronavirus Aid, Relief and Economic Security Act ("CARES Act"), provides for loans to qualifying businesses for amounts up to 2.5 times of the average monthly payroll expenses of the qualifying business. The loans and related interest are forgivable as long as the Society uses the loan proceeds for eligible payroll and nonpayroll costs, while maintaining its payroll levels.

On June 15, 2021, the Society's application for forgiveness was approved and the full amount of the PPP loan, including accrued interest, was recognized as government grant revenue in accordance with ASC 985-605 on the statement of activities. While the Society believes that the loan forgiveness was based upon meeting the eligibility criteria, the U.S. Small Business Administration reserves the right to review the loan application and subsequent forgiveness within six years following the date of the loan forgiveness.

10. Net assets with donor restrictions and net assets released from donor restrictions

Net assets with donor restrictions are available for the following purposes at June 30:

	<u>2021</u>	<u>2020</u>
Net assets with donor restrictions:		
Subject to expenditure for specified purpose:		
Direct program services	\$ 11,709	\$ 3,025
Policy, research and advocacy	654	1,701
Program administration	690	468
	<u>13,053</u>	<u>5,194</u>
Donor imposed restricted endowment funds	<u>29,095</u>	<u>29,095</u>
Beneficial interest in perpetual trusts	<u>46,585</u>	<u>37,615</u>
Net assets with donor restrictions	<u>\$ 88,733</u>	<u>\$ 71,904</u>

Net assets released from donor restrictions by incurring expenses satisfying the restricted purpose or by occurrence of the passage of time or other events specified by donors during fiscal years ended June 30, 2021 and 2020 were as follows:

	<u>2021</u>	<u>2020</u>
Direct service programs	\$ 25,942	\$ 22,800
Policy research and advocacy	1,857	1,587
Management and general	580	144
	<u>\$ 28,379</u>	<u>\$ 24,531</u>

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11. Endowment funds

The Society's endowment fund consists of both donor-restricted endowment funds which are classified and reported based on the existence or absence of donor-imposed restrictions and board-designated endowment funds. Board-designated endowment funds are portions of net assets without donor restriction which are designated or earmarked for long-term investment and functions as an endowment (Quasi-endowment). Any donated gift instructions received for particular purpose that the Society is unable to spend in the near term may be designated by the board for long-term investment and recognized as net assets with donor restrictions until those funds are used.

The Society's Board of Trustees is responsible for the long-term investment policies of the endowment funds, unless otherwise specified by the donor.

The Society has adopted the New York Prudent Management of Institutional Funds Act (NYPMIFA). As a result of this interpretation, the Society classifies endowment funds with donor-imposed restrictions as net assets with donor restrictions and income generated from those assets are time restricted until the Board of trustees appropriates them for expenditure. Most of those funds are also subject to purpose restrictions that may be met before they are released from restrictions.

NYPMIFA moves away from the "historic dollar value" standard and permits charities to apply a spending policy to endowments based on certain specified standards of prudence. The Society is now governed by the NYPMIFA spending policy, which establishes a maximum prudent spending limit of 7% of the average of its previous five years' balance.

The Society's Board of trustees has interpreted this change of policy as not requiring the maintenance of purchasing power of the original gift value contributed to the endowment fund, unless a donor stipulated to the contrary. As a result of this interpretation, when reviewing donor-restricted endowment funds, the society considers a fund to be underwater if the fair market value of the fund is less than its original initial value of gifts donated, the original value of subsequent gifts added to the fund and or any accumulations to the fund that are required to be maintained in perpetuity in accordance with the direction of the applicable donor gift instrument. NYPMIFA has permitted spending from underwater funds in accordance with prudent measures as required under the law.

In addition to NYPMIFA prudent measures, the Society consider the following factors when determining to appropriate or accumulate donor-restricted endowment funds:

- The purpose of the donor restrictions
- Anticipated income and appreciation of the assets
- Preservation and duration of the fund
- General economic conditions
- The availability of other resources
- The investment policies of the Society

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11. Endowment funds (continued)

Return objectives, strategies employed and spending policy

The overall financial objective of the endowment is to provide the operations of the Society with a relatively stable stream of spendable revenue that increases over time and matches the general rate of inflation, as measured by the Consumer Price Index.

The long-term investment objective for the endowment fund is to attain a total return (net of investment management fees) of at least 6% per year in excess of inflation. This objective assumes that withdrawals from the Fund will average, long term, no more than 6% of the Fund's value over time.

Funds with deficiencies

The Society does not have any funds with deficiencies.

Composition of endowment funds

Endowment funds consist of the following at June 30:

	<u>2021</u>	<u>2020</u>
Donor-restricted endowment funds:		
Income restricted for specific purposes	\$ 4,741	\$ 4,741
Income restricted for program administration	455	455
Income available for general purposes	<u>23,899</u>	<u>23,899</u>
	<u>29,095</u>	<u>29,095</u>
Board-designated endowment funds:		
Quasi-endowment fund	<u>107,797</u>	<u>77,220</u>
Total endowment funds	<u>\$ 136,892</u>	<u>\$ 106,315</u>

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11. Endowment funds (continued)

Activity within endowment funds

Changes in endowment net assets for the year ended June 30, 2021 are as follows:

	Board-designated endowment funds without donor restrictions	Endowment funds with donor restrictions	Total
Endowment net assets, beginning of year:	\$ 77,220	\$ 29,095	\$ 106,315
Investment return:			
Interest and dividend income	1,238	467	1,705
Realized gain	2,236	843	3,079
Unrealized gain	28,454	7,339	35,793
Total investment return	31,928	8,649	40,577
Appropriation of endowment income for expenditure	(1,351)	(8,649)	(10,000)
Endowment net assets, end of year	<u>\$ 107,797</u>	<u>\$ 29,095</u>	<u>\$ 136,892</u>

Changes in endowment net assets for the year ended June 30, 2020 are as follows:

	Board-designated endowment funds without donor restrictions	Endowment funds with donor restrictions	Total
Endowment net assets, beginning of year:	\$ 77,220	\$ 29,095	\$ 106,315
Investment return:			
Interest and dividend income	1,545	582	2,127
Realized gain	9,768	3,680	13,448
Unrealized loss	(7,987)	(3,009)	(10,996)
Total investment return	3,326	1,253	4,579
Appropriation of endowment income for expenditure	(3,326)	(1,253)	(4,579)
Endowment net assets, end of year	<u>\$ 77,220</u>	<u>\$ 29,095</u>	<u>\$ 106,315</u>

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12. Board designated net assets

The Society's Board of Trustees has designated from net assets without donor restrictions for the following purposes as of June 30:

	2021	2020
Quasi-endowment fund	\$ 107,797	\$ 77,220
Operating reserve	5,000	5,000
Other	1,357	1,255
	<u>\$ 114,154</u>	<u>\$ 83,475</u>

13. Employee benefit plans

Pension plan and other post-retirement benefits

The Society has a noncontributory defined benefit pension plan (DB plan) covering substantially all employees. The Society also maintains life insurance benefits and contributory group medical benefits for full-time employees (i.e., those who worked 30 hours or more per week) employed prior to July 1, 1978 who retired at or after age 55 and were not covered by the terms of the collective bargaining agreement providing health benefits through the 1199 National Benefit Fund. The Society is required to accrue the estimated cost of these retiree benefit payments during the employees' active service period. The Society pays the cost of post-retirement benefits as incurred.

Effective July 1, 2021, the Society amended the DB Plan to freeze accruals under the traditional and cash balance formulas. The impact on the Society was a \$7,393 positive change in unrestricted net assets, which will be amortized over 10 years at approximately \$801 per annum.

The following tables summarize each plan's funded status at June 30:

	2021		
	Pension benefits	Other benefits	Total
Projected benefit obligation	\$ (60,827)	\$ (42)	\$ (60,869)
Fair value of plan assets	47,519		47,519
Funded status - recognized in the consolidated balance sheet	<u>\$ (13,308)</u>	<u>\$ (42)</u>	<u>\$ (13,350)</u>
	2020		
	Pension benefits	Other benefits	Total
Projected benefit obligation	\$ (66,548)	\$ (212)	\$ (66,760)
Fair value of plan assets	36,838		36,838
Funded status - recognized in the consolidated balance sheet	<u>\$ (29,710)</u>	<u>\$ (212)</u>	<u>\$ (29,922)</u>

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13. Employee benefit plans (continued)

The following table provides information about the weighted average assumptions for the pension benefits as of June 30:

	<u>Pension cost</u>		<u>Pension obligations</u>	
	<u>2021</u>	<u>2020</u>	<u>2021</u>	<u>2020</u>
Weighted-average assumptions as of June 30:				
Discount rate	2.75%	3.50%	2.75%	2.75%
Expected return on plan assets	7.00%	7.00%	N/A	N/A
Rate of compensation increase	4.50%	4.50%	4.50%	4.50%

The following table provides information about the weighted average assumptions for the other benefits as of June 30:

	<u>Benefits cost</u>		<u>Benefits obligations</u>	
	<u>2021</u>	<u>2020</u>	<u>2021</u>	<u>2020</u>
Weighted-average assumptions as of June 30:				
Discount rate	2.75%	3.50%	2.75%	2.75%
Expected return on plan assets	N/A	N/A	N/A	N/A
Rate of compensation increase	N/A	N/A	N/A	N/A

The following table provides information about the contributions to the plans and benefits paid for the years ended June 30:

	<u>2021</u>			<u>2020</u>		
	<u>Pension benefits</u>	<u>Other benefits</u>	<u>Total</u>	<u>Pension benefits</u>	<u>Other benefits</u>	<u>Total</u>
Society's contributions	\$ 1,200	\$ 24	\$ 1,224	\$ 1,200	\$ 53	\$ 1,253
Employee's contributions	\$	\$ 0.1	\$ 0.1	\$	\$ 0.1	\$ 0.1
Benefits paid	\$ 1,949	\$ 24	\$ 1,973	\$ 1,905	\$ 53	\$ 1,958

The accumulated benefit obligation for the defined benefit pension plan was \$60,827 and \$58,794 at June 30, 2021 and 2020, respectively.

The Mortality table RP2006 with Generational Projection Scale MP-2018 used for both pension and other benefits as of June 30, 2020 was updated to RP2006 with Generational Projection Scale MP-2019 as of June 30, 2021.

An assumed long-term rate of return of 7.00% for both the years ended June 30, 2021 and 2020 was used for the pension plan. In developing this rate, the Society evaluated input from its actuaries on asset class return expectations and long-term inflation.

For measurement purposes with respect to other benefits, a 5.60% and 4.70% health care cost trend rate was assumed for 2021 and 2020, respectively.

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13. Employee benefit plans (continued)

Amounts recognized as changes in net assets, but not yet included in net periodic benefit cost, consist of following at June 30, 2021:

	<u>Pension benefits</u>	<u>Other benefits</u>	<u>Total</u>
Beginning balance of cumulative pension related changes other than net periodic pension cost	\$ (26,853)	\$ 111	\$ (26,742)
Changes:			
Amortization gain (loss)	2,223	(19)	2,204
Prior service credit/(cost)	7,393		7,393
Asset gain (loss)	8,884	151	9,035
Net change	<u>18,500</u>	<u>132</u>	<u>18,632</u>
Ending balance of cumulative pension related changes other than net periodic pension cost	<u>\$ (8,353)</u>	<u>\$ 243</u>	<u>\$ (8,110)</u>

Amounts recognized as changes in net assets, but not yet included in net periodic benefit cost, consist of following at June 30, 2020:

	<u>Pension benefits</u>	<u>Other benefits</u>	<u>Total</u>
Beginning balance of cumulative pension related changes other than net periodic pension cost	\$ (17,633)	\$ 100	\$ (17,533)
Changes:			
Amortization gain (loss)	1,354	(14)	1,340
Asset gain (loss)	(10,574)	25	(10,549)
Net change	<u>(9,220)</u>	<u>11</u>	<u>(9,209)</u>
Ending balance of cumulative pension related changes other than net periodic pension cost	<u>\$ (26,853)</u>	<u>\$ 111</u>	<u>\$ (26,742)</u>

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13. Employee benefit plans (continued)

The components of net pension cost and net post-retirement benefit cost are as follows for the years ended June 30:

	2021		
	Pension benefits	Other benefits	Total
Service costs	\$ 1,794	\$	\$ 1,794
Interest cost	1,802	5	1,807
Expected return on assets	(2,521)		(2,521)
Net amortization and deferral	2,223	(19)	2,204
Net cost	<u>\$ 3,298</u>	<u>\$ (14)</u>	<u>\$ 3,284</u>

	2020		
	Pension benefits	Other benefits	Total
Service costs	\$ 1,509	\$	\$ 1,509
Interest cost	1,978	9	1,987
Expected return on assets	(2,577)		(2,577)
Net amortization and deferral	1,354	(14)	1,340
Net cost	<u>\$ 2,264</u>	<u>\$ (5)</u>	<u>\$ 2,259</u>

The future expected benefits to be paid for the plans are as follows for the years ended June 30:

	Pension benefits	Other benefits	Total
2022	\$ 2,315	\$ 13	\$ 2,328
2023	2,481	10	2,491
2024	2,637	7	2,644
2025	2,648	5	2,653
2026	2,731	3	2,734
2027 - 2031	14,001	6	14,007
	<u>\$ 26,813</u>	<u>\$ 44</u>	<u>\$ 26,857</u>

403(b) Plan

In addition, the Society has established a 403(b) plan for all employees; however, only non-union employees are eligible to participate for purposes of matching contributions. The Society matches employee contributions to the plan at a rate of 50% up to the first 6% of each employee's salary. Salary deferrals in excess of \$12 are not matched. The Society's contributions to the plan were \$185 and \$179 during the years ended June 30, 2021 and 2020, respectively.

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

(in thousands)

June 30, 2021 and 2020

14. Commitments and contingencies

The Society leases various equipment and automobiles under operating leases which expire through October 2023. Rent expense for these leases was \$130 and \$141 for the years ended June 30, 2021 and 2020, respectively.

Minimum annual rental commitments for the remaining term of the Society's noncancelable operating leases are as follows:

Year ending June 30:	
2022	\$ 101
2023	79
2024	<u>16</u>
	<u>\$ 196</u>

15. Litigation

The Society is involved in legal matters arising in the normal course of its operations. In the opinion of management, the outcome of any pending claims will not have a material effect on the Society's financial position or results of operations.

16. Significant source of support

The Society received approximately 89% and 75% of its operating revenue and support, excluding investment returns, for the years ended June 30, 2021 and 2020, respectively, from New York State agencies. Amounts due the Society from these agencies were \$8,143 and \$8,505 at June 30, 2021 and 2020, respectively. Contracts with the funding agencies were renewed at comparable amounts for the upcoming fiscal year.

17. Collective bargaining agreement

Certain employees are covered by a collective bargaining agreement. The agreement with 1199 SEIU United Healthcare Workers East is effective through December 31, 2023. Payments made to the National Benefits fund were \$979 and \$888 for the years ended June 30, 2021 and 2020, respectively.

18. Subsequent events

Subsequent events have been evaluated through January 14, 2022, which is the date the consolidated financial statements were available to be issued. All subsequent events requiring recognition or disclosure as of June 30, 2021 have been incorporated into these consolidated financial statements. The Society is not aware of any additional material subsequent events.

SINGLE AUDIT SECTION

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To The Board of Trustees
Community Service Society of New York and Affiliates
New York, New York

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the consolidated financial statements of Community Service Society of New York and Affiliates which comprise the consolidated balance sheets as of June 30, 2021, and the related consolidated statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the consolidated financial statements, and have issued our report thereon dated January 14, 2022. The financial statements of Institute for Community Empowerment and Friends of R.S.V.P., Inc. were not audited in accordance with *Government Auditing Standards* and, accordingly, this report does not include reporting on internal control over financial reporting or instances of reportable noncompliance associated with Institute for Community Empowerment and Friends of R.S.V.P., Inc.

Internal Control Over Financial Reporting

In planning and performing our audit of the consolidated financial statements, we considered Community Service Society of New York and Affiliates' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Community Service Society of New York and Affiliates' internal control. Accordingly, we do not express an opinion on the effectiveness of Community Service Society of New York and Affiliates' internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Community Service Society of New York and Affiliates' consolidated financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the Society's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Society's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Dorfman Abrams Incis, LLC

Saddle Brook, New Jersey

January 14, 2022

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY *THE UNIFORM GUIDANCE*

To The Board of Trustees
Community Service Society of New York and Affiliates
New York, New York

Report on Compliance for Each Major Federal Program

We have audited Community Service Society of New York and Affiliates' compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Community Service Society of New York and Affiliates' major federal programs for the year ended June 30, 2021. Community Service Society of New York and Affiliates' major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Community Service Society of New York and Affiliates' major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance, require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Community Service Society of New York and Affiliates' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Community Service Society of New York and Affiliates' compliance.

Opinion on Each Major Federal Program

In our opinion, Community Service Society of New York and Affiliates complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2021.

Report on Internal Control over Compliance

Management of Community Service Society of New York and Affiliates is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Community Service Society of New York and Affiliates' internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Community Service Society of New York and Affiliates' internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we did identify deficiencies in internal control over compliance, as described in the accompanying schedule of findings and questioned costs as items 2021-001 and 2021-002, that we consider to be significant deficiencies.

Community Service Society of New York and Affiliates' response to the internal control over compliance findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Community Service Society of New York and Affiliates' response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Dorfman Abrams Music, LLC

Saddle Brook, New Jersey

April 11, 2022

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year Ended June 30, 2021

Federal grantor/pass through grantor/program title	Assistance listing number	Pass-through grantor number	Pass-through entity identifying number	Federal expenditures	Passed through to subrecipients
Corporation for National and Community Service Retired and Senior Volunteer Program	94.002	*	19SRANY002	\$ 725,810	\$ _____
Total Corporation for National and Community Service				<u>725,810</u>	<u>-</u>
U.S. Department of Health and Human Services Passed through the New York State Department of Health:					
Children's Health Insurance Program	93.767	*	C32978GG	123,468	72,239
Children's Health Insurance Program	93.767	*	C34570GG	150,731	109,927
Children's Health Insurance Program	93.767	*	6218-02	81,278	66,849
				<u>355,477</u>	<u>249,015</u>
Medical Assistance Program	93.778	*	C32978GG	1,446,189	878,401
Medical Assistance Program	93.778	*	C34570GG	1,788,240	1,326,688
Medical Assistance Program	93.778	*	C29907GG	1,088,941	617,815
				<u>4,323,370</u>	<u>2,822,904</u>
HIV Care Formula Grants	93.917	*	6379.01	106,190	
HIV Care Formula Grants	93.917	*	6379.02	40,062	
				<u>146,252</u>	<u>-</u>
Total U.S. Department of Health and Human Services				<u>4,825,099</u>	<u>3,071,919</u>
U.S. Department of Homeland Security Passed through New York City Local Board of Federal Emergency Management Assistance:					
Emergency Food and Shelter Program National Board Program	97.024	*	38-6314-00-303	49,982	
Total U.S. Department of Homeland Security				<u>49,982</u>	<u>-</u>
				<u>\$ 5,600,891</u>	<u>\$ 3,071,919</u>

* Pass-through grantor number not provided by grantor

See accompanying notes to the schedule of expenditures of federal awards.

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year Ended June 30, 2021

1. Basis of presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Community Service Society of New York and Affiliates under programs of the federal government for the year ended June 30, 2021. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Because the Schedule presents only a selected portion of the operations of Community Service Society of New York and Affiliates, it is not intended to and does not present the financial position, changes in net assets or cash flows of Community Service Society of New York and Affiliates.

2. Summary of significant accounting policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

3. Indirect costs

Community Service Society of New York and Affiliates elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended June 30, 2021

Part 1 - Summary of Auditors' Results

Financial Statement Section

- A) Type of auditors' report issued: Unmodified
- B) Internal control over financial reporting:
- 1) Material weakness(es) identified? yes x no
- 2) Significant deficiencies identified? yes x no
- C) Noncompliance material to financial statements noted? yes x no

Federal Awards Section

- D) Internal control over compliance:
- 1) Material weakness(es) identified? yes x no
- 2) Significant deficiencies identified? x yes no
- E) Type of auditors' report on compliance for major programs: Unmodified
- F) Any audit findings disclosed that are required to be reported in accordance with 2 CFR section 200.516(a)? x yes no

G) Identification of major programs:

<u>CFDA numbers</u>	<u>Name of Federal programs</u>
93.778	Medical Assistance Program

- H) Dollar threshold used to determine Type A programs: \$750,000
- I) Auditee qualified as low-risk auditee? x yes no n/a

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended June 30, 2021

Part 2 - Schedule of Financial Statement Findings

This section identifies the significant deficiencies, material weaknesses, fraud, illegal acts, violations of provisions of contracts and grant agreements and abuse related to the financial statements for which *Government Auditing Standards* require reporting in a Uniform Guidance.

None

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended June 30, 2021

Part 3 - Schedule of Federal Award Findings and Questioned Costs

This section identifies the audit findings required to be reported by the Uniform Guidance (significant deficiencies, material weaknesses, and material instances of noncompliance, including questioned costs) as well as any abuse findings involving federal awards that are material to a major federal program.

U.S. Department of Health and Human Services

Medical Assistance Program CFDA - 93.778

2021-001 Grant No. C34570GG - Grant period August 1, 2019 to July 31, 2024; Grant No. C29907GG - Grant period July 1, 2020 to December 31, 2021; and Grant No. C32978GG - Grant period April 1, 2017 to March 31, 2022 - Fiscal year ended June 30, 2021

Significant Deficiency

Criteria: Procedures should be in place to ensure that the Society submits reports required by the awarding agencies by the due dates specified on the agreements.

Condition(s): During the course of our audit procedures, it was noted that while reports were accurate, several expenditure and progress reports were not submitted by the due date to the NY State Department of Health.

Context: During our review of 6 expenditure reports and 6 progress reports, we noted that 4 expenditure reports and 2 progress reports were not timely submitted. This is a condition identified per review of the Society's internal control over compliance with reporting.

Effect: The late submission of information to the awarding agencies could cause a delay in payments or impact future funding.

Cause: The Society did not receive reports from several subrecipients on time.

Recommendation: We recommend that the Society ensure that all subrecipients adhere to reporting due dates established so the Society can submit the reports to the awarding agencies on time.

Views of Responsible Officials and Planned Corrective Actions: The Society requires its subrecipients to submit their financial and progress program reports five days after the end of the reporting period. This is done so that the Society can review the underlying documentation in those reports to ensure that proper payments are made to the subrecipients and, in turn, proper and timely reports are filed by the Society with the State of New York. There are instances when, because of delays in receipt of information from the subrecipients, or information from the subrecipients needs to be revised, reports are submitted late to the State of New York. The Society notifies the State of New York when reports will be submitted late. In addition, the Society is working with its subrecipients to improve their reporting procedures, as well as the timeliness and accuracy of their reports.

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended June 30, 2021

Part 3 - Schedule of Federal Award Findings and Questioned Costs

This section identifies the audit findings required to be reported by the Uniform Guidance (significant deficiencies, material weaknesses, and material instances of noncompliance, including questioned costs) as well as any abuse findings involving federal awards that are material to a major federal program.

U.S. Department of Health and Human Services

Medical Assistance Program CFDA - 93.778

2021-002 Grant No. C29907GG - Grant period July 1, 2020 to December 31, 2021 – Fiscal year ended June 30, 2021

Significant Deficiency

Criteria: Procedures should be in place to ensure that the Society properly maintains approval sheets for all paid invoices.

Condition(s): During the course of our audit procedures, it was noted that approval sheets were missing for several paid invoices.

Context: During our review of ten ABD program invoices, we noted that approval sheets were missing for four paid invoices. This is a condition identified per review of the Society's internal control over compliance with disbursements.

Effect: The missing approval sheets for paid invoices may cause incorrect payment, and possible disallowance of funds.

Cause: The Society could not locate these approval sheets due to changes in personnel causing some short-term documentation issues. This was due in part to personnel changes resulting from the COVID-19 effects on staff availability.

Recommendation: We recommended that the Society adhere to internal control procedures to ensure that the Society maintains all payment support documentation on file.

Views of Responsible Officials and Planned Corrective Actions: The Society has a payment tracker which the program staff and finance staff have access to. If there is any reason why a CBO or one of its vouchers should not be paid, the Society notates it there until the situation is resolved. The Society has monthly meetings between program staff and finance staff where the Society relays any issues for the contract including for the CBOs. The Society has multiple controls in place to ensure that payments are approved.

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS AND
QUESTIONED COSTS AS PREPARED BY MANAGEMENT

Year Ended June 30, 2021

This section identifies the status of prior year findings related to the financial statements and federal awards that are required to be reported in accordance with Government Auditing Standards and the Uniform Guidance.

U.S. Department of Health and Human Services

2020-001 Medical Assistance Program (CFDA - 93.778)

Criteria: Procedures should be in place to ensure that the Society submits reports required by the awarding agencies by the due dates specified on the agreements.

Condition(s): This finding was a significant deficiency stating that during the course of our audit procedures, it was noted that while reports were accurate, several expenditure and progress reports were not submitted by the due date to the NY State Department of Health.

Context: During our review of 8 expenditure reports and 6 progress reports, we noted that 4 expenditure reports and 2 progress reports were not timely submitted. This is a condition identified per review of the Society's internal control over compliance with reporting.

Effect: The late submission of information to the awarding agencies could cause a delay in payments or impact future funding.

Cause: The Society did not receive reports from several subrecipients on time.

Recommendation: We recommended that the Society ensure that all subrecipients adhere to reporting due dates established so the Society can submit the reports to the awarding agencies on time.

Current status: This item has not been remediated. The discussion of Finding 2021-001 regarding reporting also applies to this finding.

COMMUNITY SERVICE SOCIETY OF NEW YORK AND AFFILIATES

SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS AND
QUESTIONED COSTS AS PREPARED BY MANAGEMENT

Year Ended June 30, 2021

This section identifies the status of prior year findings related to the financial statements and federal awards that are required to be reported in accordance with Government Auditing Standards and the Uniform Guidance.

U.S. Department of Health and Human Services

2019-001 Medical Assistance Program (CFDA - 93.778)

Criteria: Procedures should be in place to ensure that the Society submits reports required by the awarding agencies by the due dates specified on the agreements.

Condition(s): This finding was a significant deficiency stating that during the course of our audit procedures, it was noted that while reports were accurate, several expenditure and progress reports were not submitted by the due date to the NY State Department of Health.

Context: During our review of 9 expenditure reports and 9 progress reports, we noted that 3 expenditure reports and 5 progress reports were not timely submitted. This was a condition identified per review of the Society's internal control over compliance with reporting.

Effect: The late submission of information to the awarding agencies could cause a delay in payments or impact future funding.

Cause: The Society did not receive reports from several subrecipients on time.

Recommendation: We recommended that the Society ensure that all subrecipients adhere to reporting due dates established so the Society can submit the reports to the awarding agencies on time.

Current status: This item has not been remediated. The discussion of Finding 2021-001 regarding reporting also applies to this finding.



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David R. Jones
President & Chief Executive Officer

Steven L. Krause
Executive Vice President &
Chief Operating Officer

April 11, 2022

Edward K. Baltazar, CPA
Partner
Dorfman Abrams Music, LLC
Park 80 West, Plaza 2
250 Pehle Avenue, Suite 702
Saddle Brook, NJ 07663

Dear Mr. Baltazar,

Re: Single Audit for the Year Ended 6/30/2021 SEFA Findings

Planned Corrective Action:

2021-001

CSS requires its subrecipients to submit their financial and progress program reports five days after the end of the reporting period. This is done so that CSS can review the underlying documentation in those reports to ensure that proper payments are made to the subrecipients and, in turn, proper and timely reports are filed by CSS with the State of New York. There are instances when, because of delays in receipt of information from the subrecipients, or information from the subrecipients needs to be revised, that reports are submitted late to the State of New York. CSS notifies the State of New York when reports will be submitted late. In addition, CSS is working with its subrecipients to improve their reporting procedures, as well as the timeliness and accuracy of their reports. This will result in CSS improving the timeliness of its reporting to the State of New York.

2021-2

CSS has a payment tracker that is monitored by program and finance staff. If there is any reason why a CBO or one of its vouchers should not be paid, it is notated on the tracker until the situation is resolved. Program staff and finance staff hold monthly meetings to relay any issues for the contract including vouchering for the CBOs; they also meet more often if necessary. CSS has multiple controls in place to ensure that payments are accurate and approved.

Thank You,

A handwritten signature in black ink that reads 'Charles Taramina'.

Charles Taramina
CFO