

**OPERATION FUEL, INC.**

**Financial Statements**

**June 30, 2014 and 2013**

# OPERATION FUEL, INC.

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June 30, 2014 and 2013

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors of  
Operation Fuel, Inc.

**Report on Financial Statements**

We have audited the accompanying financial statements of Operation Fuel, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2014 and 2013, 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 audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' 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 organization'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 organization'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 Operation Fuel, Inc. as of June 30, 2014 and 2013, 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.

*Whittlesey & Godley, P.C.*

Hartford, Connecticut  
September 30, 2014

# OPERATION FUEL, INC.

## Statements of Financial Position

June 30, 2014 and 2013

	<u>2014</u>	<u>2013</u>
<b>ASSETS</b>		
Current assets:		
Cash and cash equivalents	\$ 3,239,794	\$ 1,178,002
Certificates of deposit	227,325	226,969
Accounts and grants receivable	297,542	89,398
Prepaid expenses	2,563	7,026
Security deposit	3,341	-
	<u>3,770,565</u>	<u>1,501,395</u>
Property and equipment (net of accumulated depreciation)	<u>21,237</u>	<u>16,716</u>
	<u>\$ 3,791,802</u>	<u>\$ 1,518,111</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 75,896	\$ 81,782
Deferred revenue - Small business program	66,835	89,422
Charitable gift annuity payment liability	16,588	-
	<u>159,319</u>	<u>171,204</u>
Net assets:		
Unrestricted	988,737	959,612
Temporarily restricted	2,643,746	387,295
	<u>3,632,483</u>	<u>1,346,907</u>
	<u>\$ 3,791,802</u>	<u>\$ 1,518,111</u>

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

# OPERATION FUEL, INC.

## Statements of Activities

For the years ended June 30, 2014 and 2013

	<u>2014</u>	<u>2013</u>
<b>Change in unrestricted net assets:</b>		
Revenues and support:		
Government grants	\$ 2,214,225	\$ 3,100,000
Other grants and contributions	1,096,638	1,043,358
Interest income	3,042	2,230
Net assets released from restrictions	850,014	458,554
Total revenues and support	<u>4,163,919</u>	<u>4,604,142</u>
Expenses:		
Fuel assistance programs	3,772,852	4,179,622
Management	182,649	174,995
Fundraising	179,293	146,433
Total expenses	<u>4,134,794</u>	<u>4,501,050</u>
Change in unrestricted net assets	<u>29,125</u>	<u>103,092</u>
<b>Change in temporarily restricted net assets:</b>		
Grants and contributions	3,106,465	529,369
Net assets released from restrictions	<u>(850,014)</u>	<u>(458,554)</u>
Change in temporarily restricted net assets	<u>2,256,451</u>	<u>70,815</u>
Total change in net assets	2,285,576	173,907
Net assets, beginning of year	<u>1,346,907</u>	<u>1,173,000</u>
Net assets, end of year	<u>\$ 3,632,483</u>	<u>\$ 1,346,907</u>

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

# OPERATION FUEL, INC.

## Statements of Functional Expenses

For the year ended June 30, 2014 with comparative totals for the year ended June 30, 2013

	Fuel Assistance Programs	Management	Fundraising	Total	2013
Energy grants	\$ 3,152,539	\$ -	\$ -	\$ 3,152,539	\$ 3,597,836
Operating support for fuel banks	134,060	-	-	134,060	164,760
Wages and fringe benefits	363,888	106,806	91,476	562,170	480,923
Professional fees	58,805	35,559	64,201	158,565	136,419
Postage	4,110	1,664	2,088	7,862	6,905
Special events	-	-	10,447	10,447	34,568
Repairs and maintenance	1,554	230	419	2,203	2,149
Occupancy and general insurance	22,882	6,413	5,102	34,397	28,550
Printing and publications	6,408	836	1,344	8,588	10,962
Conferences and meetings	10,675	1,669	841	13,185	8,519
Depreciation	-	10,372	-	10,372	8,420
Telephone	2,185	893	602	3,680	3,743
Consumable supplies	9,720	1,004	1,425	12,149	5,868
Other	-	14,485	-	14,485	2,593
Membership dues and fees	940	1,801	278	3,019	3,820
Travel	5,086	917	1,070	7,073	5,015
	<u>\$ 3,772,852</u>	<u>\$ 182,649</u>	<u>\$ 179,293</u>	<u>\$ 4,134,794</u>	<u>\$ 4,501,050</u>

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

# OPERATION FUEL, INC.

## Statement of Functional Expenses

For the year ended June 30, 2013

	Fuel Assistance Programs	Management	Fundraising	Total
Energy grants	\$ 3,597,836	\$ -	\$ -	\$ 3,597,836
Operating support for fuel banks	164,760	-	-	164,760
Wages and fringe benefits	316,082	96,431	68,410	480,923
Professional fees	50,314	53,475	32,630	136,419
Postage	3,894	839	2,172	6,905
Special events	-	-	34,568	34,568
Repairs and maintenance	1,289	430	430	2,149
Occupancy and general insurance	19,690	5,247	3,613	28,550
Printing and publications	8,470	836	1,656	10,962
Conferences and meetings	5,876	2,473	170	8,519
Depreciation	-	8,420	-	8,420
Telephone	3,089	327	327	3,743
Consumable supplies	4,686	589	593	5,868
Other	150	2,443	-	2,593
Membership dues and fees	883	2,312	625	3,820
Travel	2,603	1,173	1,239	5,015
	<u>\$ 4,179,622</u>	<u>\$ 174,995</u>	<u>\$ 146,433</u>	<u>\$ 4,501,050</u>

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



# OPERATION FUEL, INC.

## Statements of Cash Flows

For the years ended June 30, 2014 and 2013

	<u>2014</u>	<u>2013</u>
<b>Cash flows from operating activities:</b>		
Total change in net assets	\$ 2,285,576	\$ 173,907
Adjustments to reconcile total change in net assets to net change in cash from operating activities:		
Depreciation	10,372	8,420
Changes in assets and liabilities:		
Accounts and grants receivable	(208,144)	(51,895)
Prepaid expenses	4,463	(7,026)
Security deposit	(3,341)	-
Accounts payable and accrued liabilities	(5,886)	(41,025)
Deferred revenues - Small business program	(22,587)	(102,707)
Charitable gift annuity payment liability	16,588	-
Net change in cash from operating activities	<u>2,077,041</u>	<u>(20,326)</u>
<b>Cash flows from investing activities:</b>		
Purchases of property and equipment	(14,893)	-
Proceeds from the sale/maturity of certificates of deposit	226,969	226,458
Purchases of certificates of deposit	(227,325)	(226,969)
Net change in cash from investing activities	<u>(15,249)</u>	<u>(511)</u>
Net change in cash and cash equivalents	2,061,792	(20,837)
Cash and cash equivalents, beginning of year	<u>1,178,002</u>	<u>1,198,839</u>
Cash and cash equivalents, end of year	<u>\$ 3,239,794</u>	<u>\$ 1,178,002</u>

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

# OPERATION FUEL, INC.

## Notes to Financial Statements

June 30, 2014 and 2013

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### **NOTE 1 - PURPOSE OF ORGANIZATION:**

Operation Fuel, Inc., a nonprofit organization, was initiated by private sector constituencies to respond to the needs of people within the State of Connecticut, who are unable to pay for their home energy costs and who are not eligible for governmental assistance. On December 26, 1988, Operation Fuel, Inc. became incorporated in the State of Connecticut. Operation Fuel, Inc. is a nonprofit organization tax-exempt under Section 501(c)(3) of the Internal Revenue Code.

### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

#### Basis of Accounting

The financial statements have been prepared on the accrual basis.

#### Financial Statement Presentation

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board. Organizations are required to report information regarding financial position and activities according to three classes of net assets, depending upon the existence of net assets in each class: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. Operation Fuel, Inc. has no permanently restricted net assets.

*Unrestricted net assets* – consists of resources over which the governing board has discretionary control to use in carrying on the general operations of Operation Fuel, Inc.

*Temporarily restricted net assets* – consists of contributions and other inflows of assets whose use by the organization is limited by donor imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of Operation Fuel, Inc. pursuant to those stipulations.

#### Estimates

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 disclosure of contingent liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

#### Cash and Cash Equivalents

Included as cash equivalents are all highly liquid investments with an original maturity of three months or less. Operation Fuel Inc.'s cash and cash equivalents consist of interest bearing checking accounts and money market accounts.

## **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D):**

### Certificates of Deposit

Certificates of deposit are presented at accumulated cash balance, which approximates fair market value. As of June 30, 2014, Operation Fuel, Inc. held three certificates of deposit with original maturities greater than three months. Interest rates on those certificates of deposit were 0.15% each, with maturity dates of July 2014, October 2014, and February 2015.

### Accounts and Grants Receivable

Accounts and grants receivable primarily represent amounts due from utility companies. Receivables are recorded by management at their estimated collectible amounts. Management believes all amounts are fully collectible at year end.

### Property and Equipment

Property and equipment is recorded at cost. The straight-line method of computing depreciation has been applied over their useful lives of 3-10 years.

### Income Taxes

Operation Fuel, Inc. is a nonprofit organization and is exempt from federal and state income taxes on exempt function income under Section 501(c)(3) of the Internal Revenue Code.

Operation Fuel, Inc. has implemented the accounting guidance for uncertainty in income taxes. Tax positions initially need to be recognized in the financial statements when it is more-likely-than-not the position will be sustained upon examination by tax authorities. As of June 30, 2014 and 2013, Operation Fuel, Inc. has no uncertain tax positions that qualify for either recognition or disclosure in the financial statements and believes that it has appropriate support for income tax positions taken in its tax returns. Currently, Operation Fuel, Inc.'s federal informational returns for years ended June 30, 2011 to June 30, 2013 remain open to inspection by the IRS.

### Grants and contracts

Grants and contracts are generally considered to be exchange transactions in which the grantor or contractor requires the performance of specified activities. Entitlement to reimbursement is conditioned on the expenditure of funds in accordance with grant restrictions. Therefore, support is recognized to the extent of grant expenditures. Grant receipts in excess of amounts expended under such grants are recognized as deferred revenue or refundable advances. Grant and contract expenditures in excess of revenues recognized are presented as grants receivable. Revenues for services and support fees are recognized as services are performed.

### Contributions

Contributions are defined as voluntary, nonreciprocal transfers.

Unrestricted and unconditional contributions are recognized as support when received or pledged. When a restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified and reported in the statement of activities as net assets released from restrictions. Operation Fuel, Inc.'s policy is to present temporarily restricted assets received during the year, whose restrictions are also met during the year, as unrestricted net assets.

### Functional allocation of expenses

The cost of providing the various programs and supporting services of Operation Fuel, Inc. have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D):**

Concentration of Risk

Operation Fuel, Inc. maintains its cash in bank deposit accounts at various financial institutions which, at times, may exceed federally insured limits. Operation Fuel, Inc. has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk.

Subsequent events

Operation Fuel, Inc. monitored and evaluated any subsequent events for footnote disclosures or adjustments required in its financial statements for June 30, 2014 through September 30, 2014, the date on which financial statements were available to be issued.

Line of Credit

Operation Fuel, Inc. held a line of credit with the Simsbury Bank & Trust Company in the amount of \$250,000 during the years ended June 30, 2014 and 2013. The line of credit bears an interest rate of 4% and expires on May 29, 2015. The outstanding balance on the line of credit was zero as of June 30, 2014.

**NOTE 3 - RETIREMENT PLAN:**

Operation Fuel, Inc. has a defined contribution retirement plan that covers substantially all employees. Contributions are discretionary and are based on hours of service and compensation. Operation Fuel, Inc. does provide a discretionary matching contribution for participating employees on an annual basis. Retirement expense for the years ended June 30, 2014 and 2013 was \$6,946 and \$6,490, respectively.

**NOTE 4 - PROPERTY AND EQUIPMENT:**

At June 30, 2014 and 2013, property and equipment is made up of the following:

	2014	2013
Property and equipment	\$ 155,890	\$ 140,997
Accumulated depreciation	(134,653)	(124,281)
	<u>\$ 21,237</u>	<u>\$ 16,716</u>

**NOTE 5 - DEFERRED REVENUE – SMALL BUSINESS PROGRAM:**

Operation Fuel, Inc. has contracts with utility companies to carry out a program aimed at providing energy grants and energy conservation training to small businesses in Connecticut. The program offers grants to pay for electricity and weatherization bills and conducts educational seminars on conserving energy. For the years ended June 30, 2014 and 2013, \$250,713 and \$183,457 of program expenses were incurred.

**NOTE 6 - OPERATING LEASES:**

Operation Fuel, Inc. leased office space in Bloomfield, Connecticut through May 31, 2014. Effective June 1, 2014 Operation Fuel, Inc. began a 5-year lease for office space in Hartford, Connecticut. During the period July 1, 2013 through May 31, 2014 monthly rental payments were \$2,273. Commencing June 1, 2014 through June 30, 2014 monthly installments were \$3,341. Rent expense for the years ended June 30, 2014 and 2013, was \$28,344 and \$27,280, respectively.

**NOTE 6 - OPERATING LEASES (CONT'D):**

The future minimum lease commitment at June 30, 2014 is as follows:

<u>Year ending June 30,</u>		
2015	\$	40,092
2016		40,092
2017		40,092
2018		40,092
2019		36,751
	\$	<u>197,119</u>

**NOTE 7 - TEMPORARILY RESTRICTED NET ASSETS:**

Temporarily restricted net assets represent unspent contributions and donations that are restricted by donor imposed stipulations. Temporarily restricted net assets are comprised as follows for the year ended June 30:

	Balance			Balance
	June 30, 2012	Additions	Released	June 30, 2013
<b>Program funds:</b>				
American Savings Fund	\$ 12,846	\$ -	\$ (12,846)	\$ -
Connecticut Light & Power	295,000	100,000	(295,000)	100,000
Southern Connecticut Gas	1,000	-	(1,000)	-
Dominion	-	15,000	-	15,000
Add-a-dollar	-	414,369	(142,074)	272,295
<b>Operating funds:</b>				
Consumer education planning	7,442	-	(7,442)	-
Staff professional development	192	-	(192)	-
	<u>\$ 316,480</u>	<u>\$ 529,369</u>	<u>\$ (458,554)</u>	<u>\$ 387,295</u>
	Balance			Balance
	June 30, 2013	Additions	Released	June 30, 2014
<b>Program funds:</b>				
Connecticut Light & Power	\$ 100,000	\$ -	\$ (100,000)	\$ -
Dominion	15,000	-	(15,000)	-
American Savings Bank	-	50,000	(22,615)	27,385
Moore	-	5,000	(1,010)	3,990
Berkshire Taconic	-	750	-	750
Northeast Utilities	-	2,500,000	(264,792)	2,235,208
Add-a-dollar	272,295	436,490	(446,597)	262,188
<b>Operating funds:</b>				
Technology	-	114,225	-	114,225
	<u>\$ 387,295</u>	<u>\$ 3,106,465</u>	<u>\$ (850,014)</u>	<u>\$ 2,643,746</u>

**NOTE 7 – TEMPORARILY RESTRICTED NET ASSETS (CONT'D):**

Program funds are to be used within one year of receipt unless otherwise specified and will be distributed for energy assistance under Operation Fuel, Inc.'s annual programs.

Operating funds consist of grants received with specific donor stipulations outlined in each of the award letters. Operating funds are generally restricted for purpose and released when expenditures meet the guidelines as outlined by the grant letter, however some grants may have designated periods of use as well.

**NOTE 8 – CHARITABLE GIFT ANNUITY:**

Operation Fuel, Inc. has a charitable gift annuity. Payments are made to the donor in accordance with the agreement. The net present value of payments to the beneficiary under this agreement is calculated using the discount rate 4.25%. As of June 30, 2014 the liability pertaining to the annuity was \$16,588.