

BLAIR SENIOR SERVICES, INC.

REPORT ON AUDIT OF  
FINANCIAL STATEMENTS

FOR THE YEAR ENDED  
JUNE 30, 2017

**FIORE FEDELI SNYDER CAROTHERS, LLP**

## TABLE OF CONTENTS

	<u>PAGE NUMBER</u>
<u>FINANCIAL STATEMENTS</u>	
Independent Auditor's Report	1
Statement of Financial Position	4
Statement of Activities	5
Statement of Functional Expenses	6
Statement of Cash Flows	7
Notes to Financial Statements	8-17
<u>SUPPLEMENTARY INFORMATION</u>	
Medical Assistance Transportation Program - Schedule of Revenues and Expenditures	18
Transportation - Schedule of Revenues and Expenditures	19
Transportation - Narrative Discussion and Analysis	20
Housing Case Management - Schedule of Revenues and Expenditures	21
Rental Assistance Program - Schedule of Revenues and Expenditures	22
Emergency Shelter Program - Schedule of Revenues and Expenditures	23
Housing Assistance Program - PHARE	24

# FIORE FEDELI SNYDER CAROTHERS, LLP

*Certified Public Accountants and Consultants*

Patrick J. Fiore, CPA  
Joseph P. Fedeli, CPA  
Robert P. Snyder, CPA  
Stanley N. Roseberry IV, CPA

## Independent Auditor's Report

Board of Directors  
Blair Senior Services, Inc.  
Altoona, Pennsylvania

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Blair Senior Services, Inc., which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with 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.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risk of material misstatement of the financial statements, whether due to fraud or error. In making those risk

MEMBERS: AMERICAN AND PENNSYLVANIA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS

1601 11TH AVENUE, SUITE 101 • ALTOONA, PENNSYLVANIA 16601 • (814) 946-8896 • FAX (814) 946-9219

assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Blair Senior Services, Inc. as of June 30, 2017 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Report on Supplementary Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedules of program revenues and expenditures on pages 18 through 23 are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information except for the Narrative Discussion and Analysis presented under Penn Dot's Pennsylvania Public Transportation Audit Requirements for Fixed Route, Specialized, and Intercity Bus Transportation Providers dated July 2017 which has been marked "unaudited". has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated October 24, 2017 on our consideration of Blair Senior Services, Inc.'s 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 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 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 Blair Senior Services, Inc.'s internal control over financial reporting and compliance.

*Fiore Fedeli Snyder Carothers*

FIORE FEDELI SNYDER CAROTHERS, LLP

Altoona, Pennsylvania

October 24, 2017

BLAIR SENIOR SERVICES, INC.  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2017

ASSETS

CURRENT ASSETS	
Cash and Cash Equivalents	\$2,283,292
Cash Held for Others	302,724
Accounts Receivable	1,087,810
Prepaid Expenses	<u>117,332</u>
Total Current Assets	<u>3,791,158</u>
PROPERTY AND EQUIPMENT	
Land	281,658
Building and Equipment	5,801,537
Vehicles	<u>2,023,172</u>
Total Property and Equipment	8,106,367
Less Allowance for Depreciation	<u>(3,978,562)</u>
Net Property and Equipment	<u>4,127,805</u>
TOTAL ASSETS	<u>\$7,918,963</u>
<u>LIABILITIES AND NET ASSETS</u>	
CURRENT LIABILITIES	
Accounts Payable	\$ 325,682
Deposits Due Others	302,724
Payroll Withholding and Taxes Payable	288,390
Accrued Vacation and Sick Pay	265,024
Refundable Advances	426,563
Current Portion of Long-Term Debt	<u>32,531</u>
Total Current Liabilities	1,640,914
Long-Term Debt, Net of Current Portion	<u>1,059,713</u>
TOTAL LIABILITIES	<u>2,700,627</u>
NET ASSETS	
Unrestricted	3,889,442
Temporarily Restricted	<u>1,328,894</u>
Total Net Assets	<u>5,218,336</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$7,918,963</u>

See Accompanying Notes to Financial Statements

BLAIR SENIOR SERVICES, INC.  
STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2017

	<u>Operations</u>	<u>Property and Equipment</u>	<u>Total</u>
<u>REVENUE AND SUPPORT</u>			
Grants and Contracts	\$ 7,519,520		\$ 7,519,520
Program Income	2,675,197		2,675,197
Other	77,961		77,961
Net Assets Released from Restriction	<u>42,490</u>	<u>--</u>	<u>42,490</u>
Total Revenue and Support	<u>9,952,049</u>	<u>--</u>	<u>9,952,049</u>
<u>EXPENSES</u>			
Program Services			
Access Services	477,059	\$ 17,384	494,443
In-Home Services	1,650,144	66,071	1,716,215
Long-Term Care Support Services	1,856,376	19,556	1,875,932
Transportation	2,478,659	356,027	2,834,686
Volunteer Services	485,209	15,224	500,433
Advocacy	327,687	5,491	333,178
Senior Community Centers	<u>660,365</u>	<u>21,417</u>	<u>681,782</u>
	<u>7,935,499</u>	<u>501,170</u>	<u>8,436,669</u>
Support Services			
General and Administrative	<u>1,838,614</u>	<u>22,071</u>	<u>1,860,685</u>
Total Expenses	<u>9,774,113</u>	<u>523,241</u>	<u>10,297,354</u>
Change in Unrestricted Net Assets	<u>177,936</u>	( <u>523,241</u> )	( <u>345,305</u> )
Temporarily Restricted Net Assets			
Program Income	363,119	--	363,119
Net Assets Released from Restriction	( <u>42,490</u> )	<u>--</u>	( <u>42,490</u> )
Change in Temporarily Restricted Net Assets	<u>320,629</u>	<u>--</u>	<u>320,629</u>
Change in Net Assets	\$ <u>498,565</u>	\$ ( <u>523,241</u> )	\$ ( <u>24,676</u> )

See Accompanying Notes to Financial Statements

BLAIR SENIOR SERVICES, INC.  
STATEMENT OF FUNCTIONAL EXPENSES  
YEAR ENDED JUNE 30, 2017

	PROGRAM SERVICES						TOTAL PROGRAM SERVICES	SENIOR COMMUNITY CENTERS	ADVOCACY	VOLUNTEER SERVICES	GENERAL AND ADMINISTRATIVE	TOTAL EXPENSES
	ACCESS SERVICES	IN HOME SERVICES	LONG TERM CARE SUPPORT SERVICES	TRANSPORTATION	ADVOACACY	ADVOACACY						
Salaries	\$ 196,222	\$ 218,751	\$ 683,038	\$ 1,110,122	\$ 78,803	\$ 187,953	\$ 235,387	\$ 1,315,009	\$ 2,711,576	\$ 1,315,009	\$ 4,026,585	
Payroll Taxes/ Fringe Benefits	75,216	73,874	403,312	448,557	14,318	109,467	88,487	256,956	1,213,459	256,956	1,469,563	
Utilities/Telephone	149,141	32,550	49,340	55,881	9,028	3,759	94,666	42,319	394,365	42,319	437,264	
Rent	18,012	1,518	5,065	3,137	3,012	-	31,868	3,460	64,612	3,460	67,752	
Supplies	3,254	140,414	17,779	10,183	13,535	2,633	17,196	8,340	174,994	8,340	183,334	
Repairs and Maintenance	1,479	16,078	10,952	63,575	1,130	587	73,384	5,176	167,175	5,176	172,361	
Professional Fees	1,273	27,241	6,945	10,528	1,578	5,800	5,719	53,463	60,184	53,463	113,647	
Travel/Meeting/Conferences	21,545	16,668	39,668	16,196	51,761	11,532	12,986	19,430	170,356	19,430	189,786	
Gas and Repairs		3,023	193	169,124	-	738	2,227	193	175,305	193	175,498	
Insurance	808	3,827	7,721	45,249	1,845	723	15,546	14,900	75,719	14,900	90,619	
Purchased Meals												
Contracted Services		1,071,291	585,884	303	288,469	1,000	58,596	2,005,543	2,005,543		2,005,543	
Dues and Subscriptions		604	12	2,280	220	12	677	7,724	3,725	7,724	11,449	
HMV Reimbursements			15,335	520,537	-	-	-	535,872	-	-	535,872	
Other Program Costs	77	69,801	-	373	11,725	1,088	-	83,064	83,064	5,669	89,733	
Other	10,034	4,904	31,332	22,594	8,195	3,055	19,625	106,595	99,540	106,595	286,135	
Total Expenses Before Depreciation	477,059	1,650,144	1,856,376	2,478,659	485,209	327,687	660,365	7,935,499	7,935,499	1,838,614	9,774,113	
Depreciation	17,384	66,071	19,555	356,027	15,224	5,491	21,417	22,071	501,170	22,071	523,241	
Total Expenses	\$ 494,443	\$ 1,716,215	\$ 1,875,932	\$ 2,834,686	\$ 500,433	\$ 333,178	\$ 681,782	\$ 8,436,659	\$ 8,436,659	\$ 1,860,685	\$ 10,297,354	

See Accompanying Notes to Financial Statement



BLAIR SENIOR SERVICES, INC.  
STATEMENT OF CASH FLOWS  
YEAR ENDED JUNE 30, 2017

CASH FLOWS FROM OPERATING ACTIVITIES:

Cash received from grantors and others	\$ 10,231,559
Cash payments to suppliers and employees	<u>(10,353,787)</u>
Net cash used in operating activities	<u>( 122,228)</u>

CASH FLOWS FROM INVESTING ACTIVITIES:

Purchase of property and equipment	<u>( 266,481)</u>
------------------------------------	-------------------

CASH FLOWS FROM FINANCING ACTIVITIES:

Principal repayment of loans	<u>( 32,558)</u>
Net decrease in cash and cash equivalents	<u>( 421,267)</u>
Cash and cash equivalents at beginning of year	<u>2,704,559</u>
Cash and cash equivalents at end of year	\$ <u>2,283,292</u>

Reconciliation of Operating Income to Net Cash  
Used In Operating Activities:

Decrease in Net Assets	\$ ( 24,676)
------------------------	--------------

Adjustment to Reconcile Operating Income to Net  
Cash Provided by Operating Activities:

Depreciation	523,241
--------------	---------

Changes in Assets and Liabilities:

Increase in accounts receivable	( 99,753)
Increase in prepaid expenses	( 54,392)
Decrease in accounts payable	( 547,422)
Increase in payroll withholding and taxes payable	22,140
Increase in refundable advances	<u>58,634</u>

Net Cash Used in Operating Activities	\$ ( <u>122,228</u> )
---------------------------------------	-----------------------

SUPPLEMENTAL DISCLOSURE:

Interest paid	\$ <u>34,520</u>
---------------	------------------

See Accompanying Notes to Financial Statements

BLAIR SENIOR SERVICES, INC.  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2017

A. Nature of Activities

Blair Senior Services, Inc. (the "Organization" or "Agency") was incorporated as a non-profit corporation on February 1, 1974 under the laws of the Commonwealth of Pennsylvania for the purpose of providing or coordinating a wide array of services to consumers who are sixty years of age or older.

A substantial portion of the Organization's services are provided with federal funds through Pennsylvania's Department of Aging and others.

B. Summary of Significant Accounting Policies

Basis of Accounting - The financial statements have been prepared on the accrual basis of accounting as applied to not for profit organizations.

Basis of Presentation - Financial statement presentation follows the requirements of the Financial Accounting Standards Board. The Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Cash and Cash Equivalents - For purposes of the financial statements, cash equivalents include time deposits, certificates of deposit and all highly liquid investments with original maturities of three months or less to be cash equivalents.

Cash Held for Others - For purposes of the financial statements, cash held for others represents nonoperating cash on hand payable to consumers with an offsetting liability deposits due to others.

Use of Estimates - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

BLAIR SENIOR SERVICES, INC.  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2017

B. Summary of Significant Accounting Policies (continued)

Subsequent Events - Subsequent events have been evaluated through October 24, 2017, which is the date the financial statements were available to be issued.

Property and Equipment - Acquisitions of property and equipment in excess of \$5,000 are capitalized. Property and equipment are carried at cost. Depreciation is computed using primarily the straight-line method over the estimated useful life.

Building	40 years
Building improvements	20 years
Equipment and vehicles	3-10 years

Repairs and maintenance are expensed; betterments are capitalized.

Assets acquired with federal funds are considered expenditures of the corresponding federal program. Assets so purchased are depreciated over their useful life, however no subsequent depreciation is charged to such programs.

Expense Allocation - Directly identifiable expenses are charged to programs and supporting services. Expenses related to more than one function are charged to programs and supporting services on the basis of periodic time and expense studies or management estimates. Management and general expenses include those expenses that are not directly identifiable with any specific function but provide for the overall support and direction of the Organization.

Concentration of Credit Risk - Financial instruments that potentially subject the Organization to concentrations of credit risk consist of cash and cash equivalents on deposit with one bank amounting to \$2,756,058 at June 30, 2017. Such bank balances are insured up to \$250,000 by the Federal Deposit Insurance Corporation.

BLAIR SENIOR SERVICES, INC.  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2017

B. Summary of Significant Accounting Policies (continued)

Concentration of Revenues - The Organization receives approximately 73% of its support from various governmental grants and contracts and, of that total amount, the Block Grant from the Pennsylvania Department of Aging is approximately 49% of grant and contract revenues.

Restricted and Unrestricted Revenue and Support - Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions.

Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions. The Organization did not receive any temporarily or permanently restricted support.

Income Taxes

The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. It is similarly exempt from Pennsylvania corporate taxes.

The Organization has examined its tax positions and believes they will be sustained upon examination. Tax years 2014 through 2016 remain open to IRS examination.

BLAIR SENIOR SERVICES, INC.  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2017

C. Receivables and Revenues

The Organization recognizes revenue from grants and contracts when the related services are performed. As of June 30, 2017, the following revenues have been recognized but have not yet been received primarily from federal, state and local governmental agencies:

Medical Assistance Transportation Program	\$ 372,894
Transportation Program	255,890
PDA Waiver	140,879
Blair Senior Fund	60,642
Choices	68,858
Other	81,463
Senior Companion Program	27,585
Housing Program	39,584
Foster Grandparent Program	27,554
PDA Nursing Home Transition	<u>12,461</u>
	<u>\$ 1,087,810</u>

Some grantors and contractors advance funds to the Agency. These grants and contract advances are recorded as unearned revenues until the related services are performed. The following unearned revenues are considered refundable advances as of June 30, 2017:

PDA Special NHT	\$ 241,174
Medical Assistance Transportation Program	133,226
PDA Regional Apprise	34,689
PDA Family Caregiver Support Program	11,709
PDA Health Promotion	2,336
Other	<u>3,429</u>
	<u>\$ 426,563</u>

BLAIR SENIOR SERVICES, INC.  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2017

D. Property & Equipment

Property and equipment consist of the following:

Buildings	\$ 5,091,050
Equipment	710,487
Vehicles	2,023,172
Land	<u>281,658</u>
	8,106,367
Less accumulated depreciation	<u>(3,978,562)</u>
	\$ <u>4,127,805</u>

Depreciation expense was \$523,241 for the year ended June 30, 2017.

E. Accrued Vacation and Sick Time

The Organization allows employees to accrue one year of vacation and 675 hours of sick time as a termination benefit. The vacation time is paid out at the employee's hourly rate and sick time is paid out at \$15 per day. The accrued liability for such benefits as of June 30, 2017 was \$265,024. As of January 1, 2012, all new employees' sick hours are accrued up to 225 hours as a termination benefit.

F. Line of Credit

As of June 30, 2017, the Organization had a \$2,000,000 line of credit to be drawn upon as needed, subject to interest at the prime interest rate (4.25%). This loan is collateralized by all grants, contracts, and accounts receivable, and all of its right, title and interest in its Commonwealth of Pennsylvania Department of Aging Cooperative Agreement including funds maintained by the Blair Senior Fund. There was no outstanding balance at June 30, 2017, and no use of the line of credit during the year then ended.

BLAIR SENIOR SERVICES, INC.  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2017

G. Long-Term Debt

The Organization's obligations under notes payable consist of the following:

3.93% note payable to Citizens Bank, due in monthly installments of \$325 including interest through January 17, 2018, secured by all deposits at the bank.	\$ 1,924
4.00% note payable to Citizens Bank, due in monthly installments of \$331 including interest through June 6, 2019, secured by all deposits at the bank.	7,618
4.00% note payable to Citizens Bank, due in monthly installments of \$331 including interest through June 6, 2019, secured by all deposits at the bank.	7,618
4.225% note payable to Citizens Bank, due in monthly installments of \$3,364 including interest through November 1, 2024 with a balloon payment, secured by Blair Senior Fund Trust.	209,883
4.225% note payable to Citizens Bank, due in monthly installments of \$1,249 including interest through November 11, 2024, with a balloon payment, secured by property at Southern Blair.	565,201
Note payable to Blair Senior Fund, due in 1 year and a day, renewable at end of initial term. This note requires no interest and is unsecured.	<u>300,000</u>
Long-term debt	1,092,244
Current portion of long-term debt	<u>( 32,531)</u>
Non-current portion of long-term debt	\$ <u>1,059,713</u>

BLAIR SENIOR SERVICES, INC.  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2017

G. Long-Term Debt (continued)

Future maturities of long-term debt are as follows:

	<u>Notes Payable</u>
2018	\$ 32,531
2019	31,860
2020	25,188
2021	26,263
2022	27,384
2023-2024	<u>949,018</u>
	\$ <u>1,092,244</u>

H. Commitments and Contingencies

The Organization receives federal funds in connection with certain projects and programs. Such funds are subject to periodic audits whereby costs claimed may be questioned by local auditors, the Auditor General of the Commonwealth of Pennsylvania and/or Federal Inspectors General. To the extent such costs are disallowed by the provider, repayment would be required by the Organization from other funds.

I. Pension Plan

The Organization adopted the Ameriserv Trust & Financial Services Company Prototype Money Purchase Pension Plan effective September 1, 1980. The Organization contributes 7.5% of all participant compensation annually. Total expense for the year ended June 30, 2017 was \$271,758, including administration expenses. Total covered payroll for the year ended June 30, 2017 was \$3,350,893.

The vesting schedule is as follows:

<u>Years of Service</u> <u>With the Employer</u>	<u>Vested</u> <u>Percentage</u>
1	0%
2	0%
3	0%
4	100%



BLAIR SENIOR SERVICES, INC.  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2017

I. Pension Plan (continued)

An employee will receive credit for all worked and most non-worked hours with the employer. The employee will be credited with a year of service when they achieve 400 hours in a 12-month period. The 12-month period for eligibility begins on the date of hire. The 12-month period for both vesting and entitlement to contributions is the plan year.

J. Description of Program and Supporting Services

Access Services - Includes programs to inform the older residents of the County as to what services are available to them to include employment opportunities and housing assistance.

In-Home Services - Includes programs to assist persons with problems to coordinate and develop service plans to meet their needs to include home delivered meals, home support for persons with disabilities, personal care to include housekeeping and homemaker services when needed, adult day programs and counseling to individuals and their family members.

Long-Term Care Support Services - Includes programs for persons with long-term needs. Provides support for alternative in-home service for persons needing nursing home care, aid in placement service to long-term care facilities, and protective living arrangements.

Transportation - Includes a door-to-door van service throughout the county for older persons and persons with disabilities.

Volunteer Services - Includes programs that enable older persons to volunteer their skills and talents to local non-profit organizations and to provide support for other needy older persons and companionship in their home.

Advocacy - Includes programs for crisis intervention services to incapacitated older adults who may be victims of abuse, neglect, exploitation or abandonment and investigates and mediates complaints related to health, safety or rights of older individuals who are customers of long-term care services.

BLAIR SENIOR SERVICES, INC.  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2017

J. Description of Program and Supporting Services (continued)

Senior Community Centers - Operates centers for socialization, education and recreational activities and to furnish congregate meals for older persons.

Other - Includes all other programs or activities that are unable to be classified in the above functions.

General and Administrative - Includes the functions necessary to maintain employment programs, adequate working environment, coordinate and supervise program activities operated for the benefit of the County's older residents, administrative functions for the programs of the Agency and manage the financial and budgetary responsibilities of the Agency.

These amounts include expenses associated with fundraising. Reported on the IRS Form 990 are direct fundraising costs and allocated expenses consisting primarily of salaries, benefits and payroll taxes.

K. Related Party

Blair Senior Services, Inc. is related to the Blair Senior Fund because of common board members. During the year, the Blair Senior Fund had a net contribution of \$116,141 to Blair Senior Services, Inc. for the purpose of funding program operations for the benefit of older residents of the County. As of June 30, 2017, there was \$60,642 due from the Blair Senior Fund. As of June 30, 2017, there is a note payable to the Blair Senior Fund for \$300,000. The financial statements of Blair Senior Services, Inc. do not reflect any assets or transactions of the Blair Senior Fund.

L. Donated Services

Many individuals also volunteer their time and perform a variety of tasks that assist the Organization with specific programs. No amounts have been reflected in the financial statements for those donated services.

BLAIR SENIOR SERVICES, INC.  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2017

M. Net Assets Released from Restrictions

Net assets released from restriction are summarized below:

Released for federal programs \$42,490

Included in temporarily restricted net assets and are assets held under and for the purpose of specific programs.

Transportation	\$1,218,486
Federal programs	83,286
OCS	<u>27,122</u>
	<u>\$1,328,894</u>

SUPPLEMENTARY INFORMATION

BLAIR SENIOR SERVICES, INC.  
MEDICAL ASSISTANCE TRANSPORTATION PROGRAM  
SCHEDULE OF REVENUES AND EXPENDITURES  
YEAR ENDED JUNE 30, 2017

Revenues

Block Grant		\$1,151,859
-------------	--	-------------

Expenditures

Group I

Reimbursements	\$ 38,190	
Paratransit	929,077	
No shows	--	
Mass transit	9,006	
Allocation of administrative expenditures	<u>175,586</u>	

Total Group I		1,151,859
---------------	--	-----------

Group II

Reimbursements	--	
Paratransit	--	
No shows	--	
Mass transit	--	
Allocation of administrative expenditures	<u>--</u>	

Total Group II		--
----------------	--	----

Administrative Expenditures

Reimbursement - salaries and benefits	\$ 157,665	
Reimbursement - rent/lease of space	2,650	
Reimbursement - materials and supplies	5,024	
Reimbursement - data processing	3,974	
Reimbursement - travel	670	
Reimbursement - fees - other related costs	<u>5,603</u>	

Total Administrative Expenses		175,586
-------------------------------	--	---------

Allocation to Group I and Group II	\$ <u>(175,586)</u>	<u>--</u>
------------------------------------	---------------------	-----------

Total Expenditures		<u>1,151,859</u>
--------------------	--	------------------

Excess of Revenues Over Expenditures		\$ <u>          --</u>
--------------------------------------	--	------------------------

BLAIR SENIOR SERVICES, INC.  
TRANSPORTATION  
SCHEDULE OF REVENUES AND EXPENDITURES  
YEAR ENDED JUNE 30, 2017

Operating Revenue

Passenger fares	\$ 98,083
State Medical Assistance Transportation Program	457,093
State Shared Ride Program	1,158,384
State Persons with Disabilities Program	39,465
Area Agency on Aging	152,500
Other contract revenue	283,332
Miscellaneous income	<u>1,044</u>
 Total operating revenue	 <u>2,189,901</u>

Operating expenses

Salaries and Wages	1,158,211
Fringe Benefits	407,961
Services	24,840
Fuel & Lubricants	169,123
Tires & Tubes	21,375
Other Materials & Supplies	40,198
Utilities	38,328
Casualty & Liability Insurance	48,841
Miscellaneous expense	38,298
Depreciation	<u>356,027</u>
 Total operating expenses	 <u>2,303,202</u>

Loss from Operations (113,301)

Non-operating revenue/(expenses)

Other private/public sources	3,148
Gain/(loss) on disposal of capital assets	12,402
Interest expense	<u>(46)</u>

Total non-operating revenue/(expenses) 15,504

Capital grant funding

Federal	163,932
State	<u>65,718</u>
Total capital grant funding	<u>229,650</u>

Increase/(decrease) in net assets \$ 131,853

BLAIR SENIOR SERVICES, INC.  
TRANSPORTATION  
NARRATIVE DISCUSSION AND ANALYSIS  
UNAUDITED  
YEAR ENDED JUNE 30, 2017

Blair Senior Services, Inc., a private non-profit corporation, offers convenient and affordable door-to-door transportation to Blair County residents through the Shared-Ride Transportation Program. Shared-Ride Transportation is a Pennsylvania Lottery funded program that pays 85% of the fare for eligible consumers. The Agency contracts with the Pennsylvania Department of Transportation, Pennsylvania Department of Aging and other entities to provide trips to different age and demographic groups.

In the 2016-2017 fiscal year, the Shared-Ride program continued to see operational efficiencies from processes and procedures developed over the past three fiscal years. In comparison to fiscal year 2015-2016, several items contributed to the positive results. Driver wages were under budget due to close monitoring and daily adjustments made by the dispatch team based on actual driver hours compared to projected trips. Although the number of trips per day decreased compared to the prior fiscal year, the low price of gasoline combined with lower driver hours offset the loss of trips. In fiscal year 15-16 the program was delivering 497 trips per day compared to 483 for fiscal year 16-17. Overall, the program had excess revenue over expenditures for the fourth consecutive year.

BLAIR SENIOR SERVICES, INC.  
HOUSING ASSISTANCE PROGRAM (HAP) CASE MANAGEMENT  
SCHEDULE OF REVENUES AND EXPENDITURES  
YEAR ENDED JUNE 30, 2017

Revenues

Housing Assistance Program (HAP)		
Case Management	\$80,314	
Miscellaneous	<u>3,630</u>	
Total Revenues		\$83,944

Expenditures

Wages	51,873	
Fringe Benefits	26,172	
Communications	764	
Supplies and Equipment	3,757	
Transportation	12	
Contracted Services	1,220	
Other	<u>146</u>	
Total Expenditures		<u>83,944</u>

Excess of Revenues Over Expenditures \$           --



BLAIR SENIOR SERVICES, INC.  
RENTAL ASSISTANCE PROGRAM  
SCHEDULE OF REVENUES AND EXPENDITURES  
YEAR ENDED JUNE 30, 2017

<u>Revenues</u>		
Rental Assistance		\$99,724
<u>Expenditures</u>		
Rent	\$69,741	
Security Deposits	18,865	
Utilities	<u>11,118</u>	
Total Expenditures		<u>99,724</u>
Excess of Revenues Over Expenditures		\$ <u>          --</u>

BLAIR SENIOR SERVICES, INC.  
EMERGENCY SHELTER PROGRAM  
SCHEDULE OF REVENUES AND EXPENDITURES  
YEAR ENDED JUNE 30, 2017

<u>Revenues</u>		
Emergency Shelter		\$18,615
<u>Expenditures</u>		
Emergency Shelter	\$18,615	
Total Expenditures		<u>18,615</u>
Excess of Revenues Over Expenditures		\$ <u>    --</u>

BLAIR SENIOR SERVICES, INC.  
HOUSING ASSISTANCE PROGRAM - PHARE  
SCHEDULE OF REVENUES AND EXPENDITURES  
YEAR ENDED JUNE 30, 2017

<u>Revenues</u>		
Rental Assistance		\$15,000
<u>Expenditures</u>		
Rent	\$8,949	
Security Deposits	2,627	
Utilities	3,014	
Other	<u>410</u>	
Total Expenditures		<u>15,000</u>
Excess of Revenues Over Expenditures		\$ <u>    --</u>