



ST. CHARLES  
5 SINCE 1834

### AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve Funding Allocation Requests for St. Charles 708 Mental Health Board for FY15/16
Presenter:	Chris Minick, Finance Director Barb Gacic of 708 Mental Health Board

*Please check appropriate box:*

<input checked="" type="checkbox"/>	Government Operations (7/20/15)	<input type="checkbox"/>	Government Services
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$501,850.00	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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If NO, please explain how item will be funded:

**Executive Summary:**

The City of St. Charles levied \$0.04 property tax to support the Mental Health Board and their agencies that provide services to the City of St. Charles. The following agencies receiving over \$25,000 will give a summary of their services. They are:

- Association for Individual Development
- Ecker Center for Mental Health
- Lazarus House
- Renz Addiction Counseling Center
- TriCity Family Services

The total amount of funding requested for approval for FY15/16 is \$501,850.00.

**Attachments:** *(please list)*

Summary Sheet of all requests of the St. Charles 708 Mental Health Board for FY13/14.  
Detail packets for presenting agencies.

**Recommendation / Suggested Action** *(briefly explain):*

Recommendation to approve funding allocation requests for St. Charles 708 Mental Health Board for FY15/16.

*For office use only:*      *Agenda Item Number:* 4a

# FY 2014/15 708 Board Allocation Worksheet

Thursday, February 26, 2015

	TIER	2014 FUNDING APPROVED	2015 FUNDING REQUESTED	2015 FUNDING APPROVED
TriCity Family Services	A	\$190,000	\$204,000	\$189,000
Association Individual Development	A	\$58,000	\$75,000	\$54,000
Ecker Center	A	\$60,000	\$67,000	\$59,000
Renz Addiction Center	A	\$64,000	\$68,000	\$63,000
Lazarus House	A	\$45,600	\$49,230	\$45,100
Elder Day Center	A	\$15,000	\$20,000	\$14,000
Suicide Prevention Center	A	\$17,000	\$18,000	\$16,000
Community Crisis Center	A	\$14,000	\$16,500	\$13,000
National Alliance on Mental Illness (NAMI)	A	\$500	\$6,000	\$2,000
Easter Seals	B	\$7,500	\$25,000	\$2,500
Living Well Center	B	\$10,000	\$30,000	\$9,000
Fox Valley Hospice	B	\$17,500	\$25,000	\$16,500
CASA Kane County	B	\$7,500	\$30,000	\$5,000
TriCity Health Partnership	B	\$9,000	\$10,000	\$8,000
Fox Valley Special Recreation Associaton	B	\$2,500	\$5,000	\$1,250
Wredling	B	\$2,000	\$4,000	\$2,000
Fox Valley Pregnancy Center	B	\$0	\$5,000	\$500
DayOne Network	B	\$0	\$10,000	\$2,000
Haines TEK No Applicatoin submitted)	B	\$500	\$0	
TUG (No Application submitted)	B	\$0	\$0	
Marklund (No application submitted)				
Edward Foundation - Linden Oaks (No Appl)		\$0	\$0	
Greater Fox River Valley Operation Snowball (No Appl)		\$0	\$0	
<b>TOTAL</b>		<b>\$520,600</b>	<b>\$667,730</b>	<b>\$501,850</b>



# **Association for Individual Development**



City of St. Charles  
708 Mental Health Board  
Accountability Report for Funds Expended Checklist

It is the responsibility of the agency requesting City of St. Charles 708 Mental Health Board funding to verify all Accountability Report requested information is submitted at the time of application submission.

Please use the following checklist to sign off as you compile your application packet for submission. Incomplete applications or applications submitted after **February 6, 2015 – NOON** will not be considered for funding for the 2015/2016 funding period.

**Please submit your information in the order in which it appears on the application.**

**Initialed by Grant Requestor as included in application packet**

- 1:  Agency and contact information completed.
- 2:  2015/2016 total funding request is: \$ 75,000.
- 3:  Completed narrative mission of the organization as it relates to the City of St. Charles 708 Mental Health Board's charged areas of residents with, or at risk of:
  - a. mental disorders
  - b. developmental disabilities, including mental, retardation, cerebral palsy, epilepsy and autism
  - c. substance abuse
  - d. drug abuse
- 4:  You have **specifically** described your organization's goals as it relates to our mission.
- 5. *Keeping in mind individuals are to be counted only once, regardless of the number of times served per fiscal year though direct number of hours these individual are served need to be quantified.*

On the application you have broken down/described:

- How funds will be expended and have quantified services provided to City of St. Charles residents.
- Attached annual detailed budget or year ending Financial Statements and annual report.
- Described St. Charles 708 Fund Expenditure History.
- The total direct number of individuals your agency served in the past year 5,130 (individuals).
- Direct number living *within the City of St. Charles city limits* served in this timeframe 92 (individuals).
- Direct number of service hours provided to City of St. Charles residents: 28,344.
- Quantified costs allocated to the services provided, i.e., cost per hour and or program costs for City of St. Charles residents \$1,205,086.
- Identified other services provided to and for the City of St. Charles' residents.
- Attached a list of current Board of Directors for you agency *as specified in our application*.
- Attached a copy of your current 501 (c) (3).

*Keep in mind individuals are to be counted only once, regardless of the number of times served per Fiscal year though the direct number of hours these individuals are served need to be quantified.*

ASSOCIATION FOR INDIVIDUAL DEVELOPMENT Agency submitting their funding request application 31 Jan 2015 Date  
Name of Agency

CHRISTINA PLOTZKE  
Printed Name of Person  
Completing Application

Christina Plotzke  
Signature

GRANT COORDINATOR  
Title/Position



**Date: 1 February 2015**

**City of St. Charles  
708 Mental Health Board  
Accountability Report for funds Expended**

**Agency Name:** Association for Individual Development (AID)

**Contact Person:** Christie Plotzke Phone #: 847.931.2292

**Main Office Address:** 309 W New Indian Trail Court Aurora, IL 60506

**Funding requested from City of St. Charles 708 Board for fiscal year 2015/16:** \$75,000

**Describe mission (include narrative explaining how mission relates to City of St. Charles):**

For fifty three years, The Association for Individual Development (AID) has served individuals with developmental, physical and/or mental disabilities, those who have suffered a trauma and those at risk. Vital, life-enriching services include: early intervention; developmental therapy; audiology; autism programs; school transition; respite care; permanent housing; in-home support; developmental and vocational training; job placement and on-the-job coaching services; crisis intervention; victims services; mental health treatment; behavioral intervention; health and wellness; community education; and advocacy. With 20 programs operating in 45 communities, AID is a leading provider of services that address the unique needs of individuals throughout every stage of their lives. A person-centered approach coupled with innovative practices ensures the highest level of accomplishment. Our mission is to empower individuals with disabilities, mental illness and special needs to achieve independence and community inclusion. AID is a United Way partner agency and accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF).

In FY 2014, AID served 5,130 children and adults with disabilities in Kane, Kendall, DeKalb, DuPage, Will, and suburban Cook Counties. AID currently operates 7 day program/training centers in Elgin, Aurora, Batavia and Yorkville, a mental health center in Aurora and 42 home-based, supervised and supported living facilities throughout Kane and Kendall Counties.

AID served 92 individuals from St. Charles in FY 2014. These individuals rely on the vital services they receive each day in order to live, work, grow and participate in their communities.

**Describe specific goals that fit City's mission and indicate how goals will be accomplished.**

AID serves children and adults with diverse disabilities and mental illness, living in St. Charles and the surrounding communities, throughout the entire span of their lives. Included in AID services are programs focused on behavioral health and substance abuse issues. St. Charles residents participate in a variety of services offered by AID. Specific to mental disorders, substance abuse and drug abuse, AID goals focus on: maximizing the number of clients participating in support groups and utilizing engagement tools; maximizing the number of clients who avoid psychiatric hospitalization by participating in services and increasing the number of individuals with substance abuse issues who complete the treatment program successfully. In FY 2014 AID began offering services customized to children with mental illness and behavioral challenges. Counselors work with local school employees and families to identify

children in need and customize services to maximize personal growth and achievement. The focus is to help children avoid hospitalization and institutionalization and maximize socialization and community integration.

Four of the adult St. Charles residents currently receiving services have little or no funding for services; they must rely on local funding to continue to receive vital services. A portion of the FY 2015/16 requested 708 funds will be used to provide services to these four individuals. We continue to strive for excellence in quality programming and help as many individuals as possible whose dream it is to work, live and thrive in their communities. We will always provide services, support and guidance regardless of an inability to pay.

**Describe specifically how allocated funds will be expended and quantify services provided to the City of St. Charles:**

- Attach a budget detail for the funds sought
- Include a brief program description on each item or service
- Funds from 708 Mental Health Board and/or funds from other sources

AID is requesting funds specifically for the following programs that serve St. Charles residents: Behavioral/Mental Health Services; In-Home Children Support; Crisis Intervention Services; Residential Developmental Disabilities Services; Client and Family Support; Developmental Training, Vocational Development; Home Based Support and Respite. We continue to request the largest amount of funding in our Residential Developmental Disabilities Services program. We currently operate three residential settings in the city of St. Charles where residents receive around-the-clock care. The current cost per person per year in a group home is nearly \$50,000. Please see **Attachment B** for our most recent financial statements detailing sources of other funding for agency programs.

OVERVIEW OF ALL AID PROGRAMS AND SERVICES:

**Community Support Services**

Client and Family Support: Offers individualized assessment and linkage with appropriate services both within AID and to other community-based resources. Provides temporary, emergency support and services on a "scholarship" basis for individuals who reside in Kane and Kendall Counties and Hanover Township in Cook County in need of services.

Adult Home Based Support: Provides service facilitation and support for individuals with developmental disabilities to obtain/maintain appropriate services and to develop/maintain independent living skills. Families may purchase AID services based on the individual need of the client.

**Employment/Community Integration Services**

*Developmental Services and Community Integration:* Provides skill training, paid work opportunities, community integration and employment to individuals in order to enhance and maintain their independence in community living. The program provides support, assistance and advocacy for individuals with developmental disabilities.



The program offers activities to assist participants in attaining the following outcomes:

- Enhance daily living skills through functional educational opportunities
- Increase socialization and communication skills through interactive experiences
- Improve health and wellness through dietary and physical fitness opportunities
- Secure vocational skills
- Learn about local resources through inclusive community interactions
- Develop relationships and sharpen job skills through community-based service projects

*STARS program:* A collaborative effort between AID and the Fox Valley Special Recreation (FVSRA) that focuses on enhancing the quality of life for individuals with disabilities by building life skills through active participation in community-based therapeutic recreation.

*Autism Program:* A specialized curriculum that includes: communication skills; social and coping skills; functional life skills; community integration; vocational skills and volunteer opportunities.

*Vocational Training:* Assistance for individuals in obtaining and maintaining job training through subcontracts or community job sites

*Community Jobs:* Employment Specialists assist and provide support for clients with disabilities in developing positive relationships with community employers. Services include: career planning; job development; job seeking skills; assistance with resume writing; application processes and interview skills.

*Supported Employment:* Designed to assist individuals with most significant disabilities to obtain and retain competitive employment in an integrated setting with effective, ongoing support services. All individuals earn minimum wage or better.

## **Residential Developmental Disabilities Services**

*Supervised Community Living:* 24-hour home setting for individuals with developmental disabilities who need to develop independent living skills.

*Supported Community Living:* Intermittent services based on the individual needs of each resident.

Services provided:

- Daily living skills including cooking, self-care, laundry, accessing community services, budgeting, housekeeping and more
- Counseling services, behavior management and therapy services
- Transportation services
- Community participation
- Medication management monitored by nursing personnel



## **Residential Mental Health Services**

*Supervised Living:* The purpose of this program is to help people with mental illness live more independently in the community. People live in their own apartments with 24 hour staff support.

Services include:

- Individual and group counseling
- Case management
- Help with medications
- Assistance in the community
- Skill-building such as budgeting, shopping, cooking, cleaning and laundry
- Crisis resolution
- Healthy living

*Supported Living:* This program is the next step in community independence. People live independently and receive staff support at least once a week in their home. Services are the same as those in the supervised living program but are not as intensive.

## **Behavioral Health Services**

*Outpatient Mental Health/Substance Abuse Services:*

Individual and Group Counseling:

- Managing the symptoms of mental illness
- Couples therapy
- Family and Parenting Issues
- Trauma
- Managing Emotions
- Anxiety
- Child and Adolescent counseling for those with private insurance/Medicaid

Case Management:

- Assistance with obtaining Medicaid, Social Security and other benefits
- Linkage and referral to other community services

*Psychosocial Rehabilitation:* Groups to help people develop skills they need for daily and for recovering from a mental illness.

Examples of groups include:

- Stress Management
- Weight loss and healthy living
- Caring for your emotional self
- Job skills
- Living in the community
- Social skills

*Psychiatric Services:* A licensed psychiatrist is on-site three times per week to meet with individuals with mental illness for counseling and medication prescription.

*Alcohol and Other Drugs (AOD):* Substance abuse services for people who struggle problems caused by drugs and/or alcohol. Specialized treatment is provided for people with both a mental illness and a substance abuse problem.

*Psychological Evaluations:* Our psychologist can give numerous tests and assessments, including a face to face interview to help diagnose a mental health illness and/or developmental disability. Testing also helps determine how and why a person thinks, feels, and behaves the way they do. Psychological tests evaluate strengths and weaknesses in the way a person thinks and behaves as well as assesses intelligence, personality, and behavior. Neuropsychological testing can also be completed to assess and treat behaviors directly related to brain functioning. After testing is complete, our psychologist will go over the testing results and make recommendations to take advantage of personal strengths and problem solve weaknesses.

### **Crisis/Community Outreach**

*Crisis Line of the Fox Valley (630.966.9393):* Free, confidential 24-hour, 365 days a year, telephone counseling by paraprofessional volunteer operators or paid staff who are trained to help callers with a wide variety of needs and concerns including depression, anxiety, loneliness and substance abuse.

*Crisis Intervention Services:* Walk-in or face-to-face crisis services are provided to help people in distress. Services include assessment, counseling, referral and linkages to community resources.

*Sunshine calls:* Trained volunteers offer phone support to people in need. Regular, scheduled phone calls provide people with social interaction, medication reminders, crisis counseling and referral to community resources.

*Victims Services:* 24-hour assistance to victims and survivors of violent crime or trauma. Services include crisis intervention, counseling, advocacy, education, information and referrals.

### **Children and Transition Services**

*Early Intervention:* Children ages 0-3 who exhibit a delay in one or more areas of development are provided customized interventions based on their needs. Services support families to plan play activities that encourage child development.

*Respite:* Provides short-term relief to families of clients with developmental disabilities, through flexible in-home or community-based services. A voucher system enables families to choose workers to provide services for their family member in their home or may choose a combination of in-home services that include recreation and leisure opportunities. The amount of service received varies with family need, Department of Human Services (DHS) guidelines and funding availability.

*In-Home Children Support:* provides the family with personal service workers, service facilitation, behavioral training, adaptive equipment for house and vehicle and an array of other services including management and advocacy each week. Services are tailored to meet the needs of each individual child and are provided in the home or other locations in the child's community to achieve the most natural setting. A wide variety of options are available, including (but not limited to) tutoring, field trips, sports or other leisure opportunities. The program serves children under the age of 18 with developmental disabilities who live at home and are at risk of being residentially placed. Families must live in Kane or Kendall counties. Services are available regardless of financial ability.

*Audiology Evaluations:* Upon referral from a primary care physician, an experienced audiologist evaluates the hearing abilities of infants (6 months or older) and children, using a variety of tests and techniques

*School Transition:* The State Board of Education-approved School Transition Program provides students, ages 18-22, a more supported, meaningful and successful transition to adult services.



Agency Name: Association for Individual Development (AID)

**St. Charles 708 Fund Expenditure History – explain how funds allocated from previous year were expended and purposes of those expenditures in relation to St. Charles residents of the funding you received last year. Note: if funding allocation is over \$25,000, attached most recent financial statements, audit and annual report:**

Please see Attachment A

**On an annualized (12 month) basis, provide information on City of St. Charles residents served:**

**Direct service: number of individual clients/consumers served:** 92  
**Aggregate number of direct service hours provided:** 28,344 hours; 7,244 days

**Describe agency cost basis per client/consumer served (e.g., per hour cost and/or program costs allocated to City of St. Charles residents and how this was derived):**

Please see Attachment A. Dividing the actual total program expenses by the total direct service units provided yields the unit cost per client hour

**Identify other services provided to and for the benefit of City of St. Charles' residents (education, presentations, volunteer training and group activities/events).**

Individuals participate in the Special Olympics program, the Fox Valley Recreation program and Northern Illinois Special Recreation Association. They go to movies, restaurants, shopping and sporting events with their housemates and/or friends, participate in fundraising opportunities, attend educational classes as part of the Day Training Program (incl. Nutrition & Fitness, Cooking, Exercise, US History, News and Current Events, Safety, Art, Music and Voice, Computers, colors, shapes, letters, numbers and sign language). Individuals participate in planned community outings which include social, leisure and educational outings. AID currently supports individuals who volunteer at the Habitat for Humanity Re-store shop in Elgin; the Centre in Elgin; Anderson Animal Shelter; Hanover Township Senior Services and the Ray Graham resale shop. Volunteering is a wonderful way for individuals to learn valuable job skills and on-the-job behavior while raising their social consciousness; providing charitable services to the members of their communities. AID employees continue to research local organizations for additional volunteer opportunities and will expand the program over the next year.

**Attach a list of current Board of Directors for your agency, listing the length of time that each Board member has served in their current term. Also attach a brief summary of how Board members are elected, the qualifications sought, and any term limits for Board members.**

Please see attachment C

**Attach a copy of current 501C3 or tax exempt status certification.**  
Please see attachment D

Agency Name: Association for Individual Development

Please note that agencies that are allocated funds from the STC 708 Board in excess of \$25,000.00 in any fiscal year are also subject to the following requirements:

1. Monthly financial statements must be submitted to the Government Operations Committee of the St. Charles City Council by no later than the 15<sup>th</sup> day of the following month.
2. An annual report must be submitted to this same Committee.
3. A representative of the agency must make a brief presentation describing the purpose of the agency, it's future plans and how it's programs and services have benefited the residents of St. Charles to this Committee on an annual basis at a date and time to be determined (following the allocation recommendation process by the STC 708 Board, but prior to the actual release of any funds).

Funding request amount for current fiscal year \$ 75,000 Application Date: 1 February 2015

**For STC 708 Board Only:**

**Recommended funding for current fiscal year: \$ \_\_\_\_\_ Recommendation Date: \_\_\_\_\_**

**Attachment A**  
**Fund expenditure history, St. Charles residents served by program,**  
**cost to provide services, itemized funding request**



ATTACHMENT A											
AID Program	# of Clients FY 14	# of Hours 2014	# of Days 2014	Cost per hour	Cost per day	Total cost	Amount Allocated FY 11-12	Amount Allocated FY 12-13	Amount Allocated FY 13-14	Amount Allocated FY 14-15	Amount Requested FY 15-16
BH Outpatient	11	433	-	\$ 51.44	\$ 106.00	\$ 22,273.52	\$ 3,000.00	\$ 4,000.00	\$ 5,000.00	\$ 4,000.00	\$ 7,000.00
BH Supported Living	0					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Children In-Home Support	2	48		\$57.00		\$ 2,736.00	\$ 4,000.00	\$ 3,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Client and Family Support	7	47		\$ 98.00		\$ 4,606.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 1,000.00	\$ 3,000.00
Crisis Intervention	2	9		\$ 319.00		\$ 2,871.00	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 2,000.00
DD 24-Hour CILA	16		5,840		\$149.16	\$ 871,094.40	\$27,000.00	\$ 26,000.00	\$ 26,000.00	\$ 25,000.00	\$ 30,000.00
DD Intermittent/Host Family	4		1,404		\$ 23.24	\$ 32,628.96	\$ -	\$ -	\$ -	\$ -	\$ -
Developmental Training	26	23,645		\$ 8.48		\$ 200,509.60	\$11,000.00	\$ 10,000.00	\$ 12,000.00	\$ 11,000.00	\$ 13,000.00
Home Based Support	17	241		\$ 44.00		\$ 10,604.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 4,000.00
Psychiatric Services	10	18		\$ 200.44		\$ 3,607.92	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00
Respite	8	733		\$ 8.00		\$ 5,864.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 5,000.00	\$ 5,000.00
Vocational Development	12	3,086		\$ 15.00		\$ 46,290.00	\$ 5,000.00	\$ 7,000.00	\$ 7,000.00	\$ 6,000.00	\$ 6,000.00
Victims Services	11	84		\$ 23.82		\$ 2,000.88	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total (unduplicated)</b>	<b>92</b>	<b>28,344</b>	<b>7,244</b>			<b>\$ 1,205,086.28</b>	<b>\$70,000.00</b>	<b>\$ 70,000.00</b>	<b>\$ 70,000.00</b>	<b>\$ 58,000.00</b>	<b>\$ 75,000.00</b>

**Attachment B**  
**Annual budget, year-end financial statements and annual report**

Association for Individual Development			
			<b>FY '15 Budget</b>
<b>Income</b>			
40XX	DHS - DD		13,232,704
41XX	MH Grants		1,472,183
416X	MH-FFS		3,614,619
42XX/43X X	Other Government Revenue		2,638,590
442X	Local Funding		587,200
45XX	Special Events, Gross		305,000
46XX	Contributions		850,898
47XX	Third Party Payments		1,710,832
48XX	Subcontract Sales		712,984
49XX	Miscellaenous Income		2,105,850
4XXX	<b>TOTAL REVENUE</b>		<b>27,230,860</b>
<b>Expenses</b>			
	FTE		
	<b>EMPLOYEE SALARIES</b>		14,685,387
5016	Less: HUD Qs' salaries need 50%		(138,000)
5026	Less: HUD maintenance salaries		(40,900)
	<b>EMPLOYEE BENEFITS</b>		4,461,800
	<b>CLIENT SALARIES/BENEFITS</b>		489,217
	<b>Consultant and Professional Fees</b>		689,817
	<b>SUPPLIES</b>		802,313
	<b>SPECIFIC ASSIST TO INDIVIDUALS</b>		33,700

<b>Association for Individual Development</b>			
			<b>FY '15 Budget</b>
	<b>TRANSPORTATION</b>		754,961
	<b>OCCUPANCY</b>		2,030,566
	<b>INFORMATION TECHNOLOGY:</b>		515,289
	<b>EQUIPMENT</b>		19,185
	<b>DEPRECIATION &amp; AMORTIZATION</b>		602,085
	<b>SPECIAL EVENTS EXPENSES</b>		153,100
	<b>MISCELLANEOUS</b>		2,164,379
6990	PROGRAM SUPPORT ALLOCATIONS		
	= 75% sal/25% ben		-
6,995	ADMIN ALLOCATIONS by sal as % of total		(0)
	<b>TOTAL EXPENSES:</b>		<b>27,222,900</b>
	<b>NET OPERATIONAL REV/EXP</b>		7,959

## Association for Individual Development

## Comparative Balance Sheet

June 30, 2014 &amp; 2013

		<u>Actual 6/30/2014</u>	<u>Actual 6/30/2013</u>
<b>Assets</b>			
<b>Current Assets</b>			
1010	Cash - Operations - Harris NA	\$489,770	\$93,027
1011	Cash - Social Security - Harris NA	\$28,379	\$15,011
1012	Cash - Operations - National City Bank	\$0	\$1,587
1095	Petty Cash	\$6,415	\$4,535
1200	Accounts Receivable	\$3,157,954	\$2,846,479
1300	Allowance for Bad Debts	(\$40,000)	(\$40,000)
1420	Accounts Receivable - A&E	\$12,790	\$12,565
1430	Accounts Receivable - ARS	\$5,449	\$635
1440	Accounts Receivable - Kane Homes	\$33,673	\$36,795
1450	Accounts Receivable - Kaneco	\$22,633	\$18,690
1460	Accounts Receivable - Sherman Apts	\$7,009	\$7,244
1470	Accounts Receivable - CDHO-N Edgelawn	\$0	\$33,304
1700	Prepaid Expenses	\$158,265	\$707,887
1710	Prepaid Insurance	\$43,884	\$72,078
1720	Prepaid Rent	\$28,407	\$30,605
<b>Total Current Assets</b>		<b><u>\$3,954,629</u></b>	<b><u>\$3,840,442</u></b>
<b>Fixed Assets</b>			
1800	Land	\$1,487,173	\$1,473,619
1805	Land improvements	\$115,291	\$85,851
1810	Buildings	\$9,241,266	\$8,295,735
1815	Building improvements	\$762,739	\$403,422
1820	Leasehold improvements	\$130,423	\$114,575
1830	Furniture & fixtures	\$252,990	\$227,526
1840	Equipment & software	\$1,169,919	\$1,033,120
1850	Vehicles	\$1,668,870	\$1,463,632
1870	Less: Accum Deprec-land improvements	(\$29,364)	(\$23,179)
1875	Less: Accum Deprec-Buildings	(\$3,013,550)	(\$2,767,798)
1880	Less: Accum Deprec-Building Improvements	(\$109,671)	(\$92,740)
1882	Less: Accum Deprec-Leasehold Improvements	(\$56,316)	(\$46,516)
1885	Less: Accum Deprec-Furniture & Fixtures	(\$181,100)	(\$165,506)
1890	Less: Accumu Deprec-Eq't & Software	(\$853,934)	(\$732,246)
1895	Less: Accum Deprec-Vehicles	(\$1,269,590)	(\$1,191,242)
<b>Total Fixed Assets</b>		<b><u>\$9,315,145</u></b>	<b><u>\$8,078,254</u></b>
<b>Other Assets</b>			
1900	Cash Surrender Value - Life Insurance	\$12,854	\$12,549
1910	Client loan receivables	\$2,357	\$209
1912	Accounts Receivable - A&E (LT)	\$46,480	\$46,480
1914	Accounts Receivable - Kane Homes (LT)	\$147,178	\$147,178
1915	Accounts Receivable - Kaneco (LT)	\$69,586	\$69,586
1916	Accounts Receivable - Sherman Apts.(LT)	\$26,302	\$35,130
1920	Mortgage closing costs (legal/title)	\$31,781	\$6,346



**Association for Individual Development**  
**Comparative Balance Sheet**  
 June 30, 2014 & 2013

		<u>Actual 6/30/2014</u>	<u>Actual 6/30/2013</u>
1990	Security Deposits	\$7,389	\$9,945
<b>Total Other Assets</b>		<b>\$343,927</b>	<b>\$327,424</b>
<b>Total Assets</b>		<b>\$13,613,701</b>	<b>\$12,246,119</b>
<b>Liabilities &amp; Fund Balance</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
2000	Accounts payable - trade	\$313,559	\$661,238
2020	Accounts payable - voided payroll checks	(\$1,311)	(\$45)
2030	Accounts payable - client personal	(\$537)	(\$30)
2070	Due to United Way	\$849	\$823
2090	Tenant security deposits	\$1,824	\$0
2135	Line of Credit #1 - Harris NA	\$0	\$700,000
2195	Current portion of Long Term Debt	\$194,228	\$189,566
2200	Accrued staff salaries	\$353,337	\$284,333
2205	Accrued FICA payable	\$27,752	\$22,075
2210	Accrued client salaries	\$18,284	\$16,617
2220	Accrued Paid time Off (PTO)	\$503,462	\$442,132
2230	Accrued Expenses	\$831,057	\$855,304
2240	Accrued Interest	\$10,933	\$13,143
2300	Deferred Revenue Grants	\$1,219,639	\$28,670
2305	Deferred Revenue IFF	\$1,379	\$1,379
2310	Deferred Revenue Special Events	\$2,400	\$1,600
2400	DCFS - Flex Funds	\$0	\$15,503
2402	LAN Funds--	\$729	\$1,636
2410	ISBE - Flex Funds	\$0	(\$11,083)
<b>Total Current Liabilities</b>		<b>\$3,477,583</b>	<b>\$3,222,859</b>
<b>Long-Term Debt</b>			
2600	Notes payable - vehicles	\$18,967	\$0
2750	Mortgage payable - Harris NA	\$1,501,439	\$1,568,845
2760	Mortgage payable - Knights of Columbus #1	\$11,905	\$40,476
2761	Mortgage Payable - Knights of Columbus #2	\$92,857	\$121,429
2762	Mortgage payable-IFF--	\$852,263	\$0
2995	Current portion of Long Term Debt	(\$194,228)	(\$189,566)
<b>Total Long-Term Debt</b>		<b>\$2,283,203</b>	<b>\$1,541,184</b>
<b>Total Liabilities</b>		<b>\$5,760,786</b>	<b>\$4,764,043</b>
<b>Fund Balance</b>			
3000	Fund Balance	\$7,852,915	\$7,482,076
<b>Total Fund Balance</b>		<b>\$7,852,915</b>	<b>\$7,482,076</b>
<b>Total Liabilities &amp; Fund Balance</b>		<b>\$13,613,701</b>	<b>\$12,246,119</b>

# Association for Individual Development Income Statement

Twelve Months Ended June 30, 2014

Actual 2 mo. back 4/30/2014	Actual Last Mont 5/31/2014	Current Month 6/30/2014	Description	Actual YTD	Budget YTD 6/30/2014	Variance YTD	Fiscal Year Budget
<b>REVENUE</b>							
<b>Developmental Disabilities</b>							
11,912	11,912	11,912	DD Special Projects-Respite Grant	142,944	142,944	0	142,944
55,011	47,343	28,877	DD Developmental Training 31A	623,260	674,456	(51,196)	674,456
287,522	210,060	131,254	DD Developmental Training 31U	3,152,223	3,271,131	(118,908)	3,271,131
592,316	585,513	591,828	DD CILA 60D	6,993,763	7,452,721	(458,958)	7,452,721
19,700	16,947	14,254	DD Supported Employment 36/39-G/U	228,115	207,513	20,602	207,513
0	0	0	DD Day Program 38U	0	22,858	(22,858)	22,858
50,707	21,609	23,865	DD One on One Services 53B/D/H/R/S/H	177,362	75,952	101,410	75,952
25,026	25,106	24,596	DD Home Based Services 55A	273,377	259,265	14,112	259,265
13,119	12,498	13,762	DD Behavior Services 56,57,58 (U&G)	151,361	210,000	(58,639)	210,000
(13,036)	0	0	DD Rejection Billing	25,574	0	25,574	0
<b>1,042,276</b>	<b>930,988</b>	<b>840,348</b>	<b>Total Developmental Disabilities</b>	<b>11,767,980</b>	<b>12,316,840</b>	<b>(548,860)</b>	<b>12,316,840</b>
<b>Mental Health</b>							
26,092	26,092	26,092	Psychiatric Leadership	239,877	187,461	52,416	187,461
14,170	14,220	14,170	Crisis Services	200,246	198,310	1,936	198,310
15,102	13,733	13,586	Aetna Crisis Line	138,130	180,000	(41,870)	180,000
1,173	1,173	1,173	Colbert Crisis Line	14,021	0	14,021	0
15,358	15,358	15,358	Supported Residential	184,292	184,292	0	184,292
23,178	23,178	23,178	Supervised Residential	278,137	333,764	(55,627)	333,764
23,178	23,178	23,178	Supervised Residential - Sherman Apts	278,137	222,509	55,628	222,509
4,083	30,021	30,021	SHPA BH Residential Services	100,873	254,000	(153,127)	254,000
237,405	220,826	187,777	MH Medicaid MRO	2,333,666	2,497,677	(164,011)	2,497,677
13,345	14,026	22,375	Aetna Medicaid	157,780	149,206	8,574	149,206
19,338	17,470	17,684	Cenpatico Medicaid	215,750	229,344	(13,594)	229,344
18,897	16,909	18,610	MH Non-Medicaid	282,840	179,484	103,356	179,484
<b>411,317</b>	<b>416,182</b>	<b>393,202</b>	<b>Total Mental Health</b>	<b>4,423,749</b>	<b>4,616,047</b>	<b>(192,298)</b>	<b>4,616,047</b>
<b>Miscellaneous State Funding</b>							
4,374	4,374	4,374	Dept of Alcohol & Substance Abuse	52,486	52,486	0	52,486
0	0	0	Dept of Commerce & Economic Opportunit	250,000	0	250,000	0

# Association for Individual Development Income Statement

Twelve Months Ended June 30, 2014

Actual 2 mo. back 4/30/2014	Actual Last Mont 5/31/2014	Current Month 6/30/2014	Description	Actual YTD	Budget YTD 6/30/2014	Variance YTD	Fiscal Year Budget
25,054	40,632	35,216	DRS Base Plus/Milestones	302,028	325,056	(23,028)	325,056
374	374	394	DRS Reg Supp Employ.	6,083	11,811	(5,728)	11,811
0	100	1,556	DRS Vocational Training-Forklift	1,656	4,000	(2,344)	4,000
234	0	234	Ticket to Work	2,704	13,500	(10,796)	13,500
3,840	2,640	3,200	State of Illinois - PAS	61,520	40,000	21,520	40,000
0	2,500	484	Mental Health Court(KaneCo)	15,000	15,000	0	15,000
1,854	1,854	1,854	State of Illinois - Homeless Youth	21,801	21,801	0	21,801
57,000	57,000	57,000	Long Term Care - Residential for TAC	685,670	687,085	(1,415)	687,085
18,911	18,911	18,911	Long Term Care - day program for TAC	226,947	226,940	7	226,940
21,110	22,221	21,110	Long Term Care - external for Bethesda	227,459	268,039	(40,580)	268,039
16,500	16,500	16,500	Long Term Care - external for Zachary	198,000	193,325	4,675	193,325
15,253	13,253	13,938	Victims' Services	165,720	162,450	3,270	162,450
0	0	0	ICG Grant	0	1,284,806	(1,284,806)	1,284,806
81	0	0	HFS - Public Aid - Children's Ther/Audiolog	783	7,000	(6,217)	7,000
22,136	34,749	51,444	HFS - Physician Services (Adult)	178,382	30,000	148,382	30,000
0	0	0	HFS - Transportation	95	4,500	(4,405)	4,500
4,017	687	3,866	Medicare - Psychiatric Services	41,189	55,000	(13,811)	55,000
9,034	11,857	6,076	School Transition	97,338	182,804	(85,466)	182,804
0	0	0	Psychologists-contractual and self pay	6,055	20,000	(13,945)	20,000
6,715	6,715	6,715	DHS- DFI Title XX	80,576	80,580	(4)	80,580
<b>206,487</b>	<b>234,366</b>	<b>242,872</b>	<b>Total Miscellaneous State Funding</b>	<b>2,621,492</b>	<b>3,686,183</b>	<b>(1,064,691)</b>	<b>3,686,183</b>
<b>United Ways &amp; 708 Boards</b>							
2,058	2,058	2,058	United Way - Aurora	24,700	26,800	(2,100)	26,800
1,667	1,667	1,667	United Way - Elgin	20,000	20,000	0	20,000
0	60	98	United Way/CC other	1,327	1,000	327	1,000
375	375	375	United Way - Batavia	4,500	4,500	0	4,500
328	328	328	Community Chest - Geneva	3,740	2,000	1,740	2,000
2,317	2,317	2,317	United Way - Central Kane Co.	29,500	38,000	(8,500)	38,000
33,270	29,520	29,520	708 - So. Kane County (Aurora)	378,740	386,240	(7,500)	386,240
2,667	2,667	2,667	708 - Geneva	32,000	32,000	0	32,000

# Association for Individual Development Income Statement

Twelve Months Ended June 30, 2014

Actual 2 mo. back 4/30/2014	Actual Last Mont 5/31/2014	Current Month 6/30/2014	Description	Actual YTD	Budget YTD 6/30/2014	Variance YTD	Fiscal Year Budget
3,750	3,750	3,750	708 - Hanover Township	45,000	48,000	(3,000)	48,000
5,667	5,667	5,667	708 - St. Charles	70,000	70,000	0	70,000
2,042	2,042	2,380	708 - Kendall County	24,838	25,000	(162)	25,000
<b>54,139</b>	<b>50,449</b>	<b>50,826</b>	<b>Total United Ways &amp; 708 Boards</b>	<b>634,346</b>	<b>653,540</b>	<b>(19,194)</b>	<b>653,540</b>
<b>Special Events</b>							
0	0	0	Auction	108,300	105,000	3,300	105,000
270	250	0	Membership	50,250	70,000	(19,750)	70,000
8,639	816	610	Telethon	80,084	95,000	(14,916)	95,000
475	845	750	Small Events	16,784	35,000	(18,216)	35,000
505	155	155	Family Partners	2,570	0	2,570	0
<b>9,889</b>	<b>2,066</b>	<b>1,515</b>	<b>Total Special Events</b>	<b>257,988</b>	<b>305,000</b>	<b>(47,012)</b>	<b>305,000</b>
<b>Contributions</b>							
0	0	0	Contributions - Grants	78,600	0	78,600	0
156,347	336,325	17,668	Contributions - Restricted	696,393	462,700	233,693	462,700
1,886	3,528	579	Contributions - Unrestricted	57,970	75,000	(17,030)	75,000
84	126	84	Contributions - Staff	1,533	1,000	533	1,000
27,292	27,292	27,292	Contributions - In-Kind Rent	327,502	327,502	0	327,502
19,313	3,477	9,478	In Kind Donations	110,668	100,000	10,668	100,000
725	140	1,665	Bequests and Memorials	89,527	90,000	(473)	90,000
<b>205,647</b>	<b>370,887</b>	<b>56,766</b>	<b>Total Contributions</b>	<b>1,362,193</b>	<b>1,056,202</b>	<b>305,991</b>	<b>1,056,202</b>
<b>Program Fees</b>							
151,383	132,417	137,158	Client Program fees	1,656,160	1,519,592	136,568	1,519,592
(7,279)	(7,279)	(3,911)	Intermittent CILA Payouts	(86,191)	(80,571)	(5,620)	(80,571)
(763)	0	0	Client Fees - Pool Lessons	2,618	30,000	(27,382)	30,000
0	0	0	Client Fees - Pool Contracts-Ext	0	6,400	(6,400)	6,400
555	465	555	Client Fees - Transportation	6,497	6,500	(3)	6,500
0	0	0	Program Activity Fees	13,046	567	12,479	567
1,465	0	2,326	CBO Early Intervention Income	30,243	30,000	243	30,000
0	0	155	Psychological Testing Income	430	0	430	0



## Association for Individual Development Income Statement

Twelve Months Ended June 30, 2014

Actual 2 mo. back 4/30/2014	Actual Last Mont 5/31/2014	Current Month 6/30/2014	Description	Actual YTD	Budget YTD 6/30/2014	Variance YTD	Fiscal Year Budget
1,889	1,688	5,483	Insurance Payments	28,768	20,000	8,768	20,000
1,609	547	1,565	Family & 3rd Party Co-Pays	8,014	4,000	4,014	4,000
3,333	3,333	3,333	Hesed House	39,996	40,000	(4)	40,000
0	0	0	Flex Funds Admin fee income	63	790	(727)	790
9,111	10,070	6,048	Provena Mercy Aurora	71,990	65,000	6,990	65,000
723	0	0	Provena Mercy Yorkville	2,101	0	2,101	0
<b>162,026</b>	<b>141,242</b>	<b>152,712</b>	<b>Total Program Fees</b>	<b>1,773,736</b>	<b>1,642,278</b>	<b>131,458</b>	<b>1,642,278</b>
<b>Sub-Contract Sales</b>							
9,434	13,020	7,145	Elgin Sub-Contract Sales	126,227	130,000	(3,773)	130,000
14,939	17,164	10,988	Aurora Sub-Contract Sales	197,864	200,000	(2,136)	200,000
7,948	4,898	11,908	Janitorial Sub-Contract - External	99,547	123,045	(23,498)	123,045
32,514	32,199	31,069	Janitorial Sub-Contract - Internal	336,581	345,900	(9,319)	345,900
<b>64,835</b>	<b>67,281</b>	<b>61,110</b>	<b>Total Sub-Contract Sales</b>	<b>760,219</b>	<b>798,945</b>	<b>(38,726)</b>	<b>798,945</b>
<b>Other Income</b>							
0	0	0	Gain/Loss on sale of Fixed Assets	1,000	2,000	(1,000)	2,000
0	0	0	Interest Income	3,031	0	3,031	0
2,525	1,753	2,728	Food Income	31,497	35,181	(3,684)	35,181
3,151	2,216	2,215	Vending Income	27,747	24,796	2,951	24,796
11,176	11,504	11,172	Rental Income - Tenants	107,925	0	107,925	0
9,990	16,205	9,825	Training income/reimbursement	149,964	87,000	62,964	87,000
6,261	6,261	6,261	Management fees-HUD Corps	75,519	66,700	8,819	66,700
13,322	16,115	13,371	LINK Income	179,438	222,118	(42,680)	222,118
76,527	135,000	29,727	RTA - Ride in Kane - JARC & NF	1,454,155	1,620,000	(165,845)	1,620,000
1,200	1,200	4,549	RTA - Ride in Kane - Mobility Mgt	18,308	15,600	2,708	15,600
161	120	145	Miscellaneous Income	18,025	13,180	4,845	13,180
<b>124,313</b>	<b>190,373</b>	<b>79,995</b>	<b>Total Miscellaneous Income</b>	<b>2,066,610</b>	<b>2,086,575</b>	<b>(19,965)</b>	<b>2,086,575</b>
<b>2,280,929</b>	<b>2,403,835</b>	<b>1,879,346</b>	<b>TOTAL REVENUES</b>	<b>25,668,313</b>	<b>27,161,610</b>	<b>(1,493,297)</b>	<b>27,161,610</b>
<b>EXPENSES</b>							



# Association for Individual Development Income Statement

Twelve Months Ended June 30, 2014

Actual 2 mo. back 4/30/2014	Actual Last Mont 5/31/2014	Current Month 6/30/2014	Description	Actual YTD	Budget YTD 6/30/2014	Variance YTD	Fiscal Year Budget
<b>Salaries</b>							
86,349	88,511	86,697	Salaries - Admin & Support	977,627	1,030,171	52,544	1,030,171
91,813	94,919	91,694	Salaries - Program Management	1,108,318	1,086,829	(21,489)	1,086,829
377,028	376,687	370,109	Salaries - Professional	4,531,965	4,875,591	343,626	4,875,591
(11,499)	(11,499)	(11,499)	Salaries - Professional - HUD reimb	(137,988)	(138,000)	(12)	(138,000)
506,862	544,401	537,622	Salaries - Direct Service	5,958,034	6,085,078	127,044	6,085,078
80,418	82,479	79,127	Salaries - Program Support	984,013	1,049,777	65,764	1,049,777
(3,444)	(3,303)	(3,037)	Salaries - Program Support - HUD reimb	(36,793)	(40,900)	(4,107)	(40,900)
0	0	61,331	PTO accrual adjustment	61,331	0	(61,331)	0
<b>1,127,528</b>	<b>1,172,196</b>	<b>1,212,043</b>	<b>Total Salaries</b>	<b>13,446,507</b>	<b>13,948,546</b>	<b>502,039</b>	<b>13,948,546</b>
<b>Benefits</b>							
146,725	123,223	139,436	Group Medical Insurance	1,665,321	1,714,998	49,677	1,714,998
5,442	6,731	22,368	Group Dental Insurance	76,163	77,999	1,836	77,999
6,720	8,742	20,921	Life & Disability Insurance	121,515	125,003	3,488	125,003
29,764	30,748	29,764	Workers Comp Insurance	550,564	415,005	(135,559)	415,005
24,395	35,947	24,616	Employee Retirement	567,302	525,000	(42,302)	525,000
82,929	85,880	84,667	Staff FICA Tax	981,565	1,060,000	78,435	1,060,000
(4,910)	(4,863)	(4,774)	Employee Benefits - HUD reimb	(57,648)	(58,060)	(412)	(58,060)
0	0	0	Unemployment Expense	10,324	59,999	49,675	59,999
1,788	1,027	0	Tuition Reimbursement	27,895	44,998	17,103	44,998
1,276	1,768	120	Employee Recognition, Wellness, Other	23,198	0	(23,198)	0
1,832	0	0	Employee Assistance Program	5,495	7,000	1,506	7,000
0	0	0	Employee Health Screen	0	49,999	49,999	49,999
4,023	1,953	3,546	Other Prof/HR Benefits/Pre Emp Tests	27,898	30,002	2,104	30,002
<b>299,984</b>	<b>291,155</b>	<b>320,664</b>	<b>Total Benefits</b>	<b>3,999,593</b>	<b>4,051,943</b>	<b>52,350</b>	<b>4,051,943</b>
<b>Client Salaries &amp; Benefits</b>							
36,857	39,530	37,190	Client Salaries	428,464	429,500	1,036	429,500
2,652	2,344	2,717	Client FICA	31,802	32,857	1,055	32,857
0	0	0	Client incentives	0	32,750	32,750	32,750
2,152	2,152	2,152	Client Workers Compensation Insurance	27,852	30,000	2,148	30,000

## Association for Individual Development Income Statement

Twelve Months Ended June 30, 2014

Actual 2 mo. back 4/30/2014	Actual Last Mont 5/31/2014	Current Month 6/30/2014	Description	Actual YTD	Budget YTD 6/30/2014	Variance YTD	Fiscal Year Budget
41,661	44,026	42,059	<b>Total Client Salaries &amp; Benefits</b>	<b>488,118</b>	<b>525,107</b>	<b>36,989</b>	<b>525,107</b>
			<b>Consultants &amp; Outside Services</b>				
800	800	0	Audiology	11,200	10,000	(1,200)	10,000
15,965	14,900	7,875	Psychiatrists	137,859	160,000	22,141	160,000
12,976	7,180	10,260	Consult & Professional Fees	68,518	102,588	34,070	102,588
0	0	0	CCC	0	864,320	864,320	864,320
6,496	9,380	(190)	Nursing - Consultants VNA	69,010	70,000	990	70,000
419	302	1,511	Consultants - IT	4,242	33,001	28,760	33,001
15,000	6,750	0	Intern stipends	26,250	12,000	(14,250)	12,000
3,208	6,625	1,251	Temporary Services	55,382	20,000	(35,382)	20,000
400	0	0	Show You Care Kane	214,537	265,700	51,163	265,700
5,352	14,453	15,148	Outside Services - Respite	100,345	105,000	4,655	105,000
21,502	18,894	12,246	IT Licenses/Maintenance/Supplies	145,439	185,549	40,110	185,549
0	0	0	IT Supplies	809	0	(809)	0
7,045	6,945	6,972	Audit Fees	40,927	48,999	8,072	48,999
11,384	(3,607)	8,651	Legal Services	30,719	34,980	4,261	34,980
<b>100,547</b>	<b>82,623</b>	<b>63,724</b>	<b>Total Consultants &amp; Outside Services</b>	<b>905,238</b>	<b>1,912,137</b>	<b>1,006,899</b>	<b>1,912,137</b>
			<b>Supplies</b>				
4,117	7,087	5,729	Household/Sanitary/Safety Supplies	63,442	79,698	16,256	79,698
0	0	0	Special Events Auction Expenses	15,711	13,000	(2,711)	13,000
659	119	61	Special Events Telethon Expenses	24,882	25,000	118	25,000
91	2,000	500	Special Events Expenses - clients	16,605	15,000	(1,605)	15,000
0	3,315	0	Special Events Expenses - small events	5,184	100	(5,084)	100
19,313	3,477	9,478	In-Kind Expenses	110,668	100,000	(10,668)	100,000
7,142	12,257	14,823	Residences/Client Materials & Activities	123,682	145,720	22,038	145,720
7,968	1,162	16,924	Program Activities/FVSR	81,662	98,000	16,338	98,000
4,051	2,444	5,393	Sub-contract/Jan-AID Supplies	43,566	46,000	2,434	46,000
(157)	(1)	492	Sub-Contract Shipping	3,001	0	(3,001)	0
724	2,917	0	Food Service Costs	28,324	30,000	1,676	30,000
19,837	25,834	22,969	Food Costs	280,598	313,399	32,801	313,399

# Association for Individual Development Income Statement

Twelve Months Ended June 30, 2014

Actual 2 mo. back 4/30/2014	Actual Last Mont 5/31/2014	Current Month 6/30/2014	Description	Actual YTD	Budget YTD 6/30/2014	Variance YTD	Fiscal Year Budget
4,119	3,920	4,930	Coffee/Water/Vending Supplies	47,539	42,619	(4,920)	42,619
<b>67,864</b>	<b>64,529</b>	<b>81,299</b>	<b>Total Supplies</b>	<b>844,863</b>	<b>908,536</b>	<b>63,673</b>	<b>908,536</b>
<b>Specific Assistance to Individuals</b>							
463	(463)	0	Rent for clients	1,850	0	(1,850)	0
84	0	47	Utilities for clients	131	0	(131)	0
69	938	1,372	Medications for clients	9,365	17,800	8,435	17,800
30	0	259	Medical/Dental for clients	1,532	8,900	7,368	8,900
<b>645</b>	<b>475</b>	<b>1,678</b>	<b>Total Specific Assistance to Individuals</b>	<b>12,878</b>	<b>26,700</b>	<b>13,822</b>	<b>26,700</b>
<b>Vehicles &amp; Transportation</b>							
16,218	15,613	14,478	Vehicle Operating Costs	154,183	169,998	15,815	169,998
11,767	7,625	11,124	Vehicle Repairs & Maint	111,341	99,998	(11,343)	99,998
3,720	3,912	3,912	Vehicle Insurance	45,440	40,001	(5,439)	40,001
17,574	29,358	21,981	Staff Mileage reimbursement	213,673	216,900	3,227	216,900
0	240	10	Resident Transportation Services	1,290	1,000	(290)	1,000
13,987	9,007	18,048	Client Transportation RIDE in KANE	177,466	192,300	14,834	192,300
<b>63,266</b>	<b>65,755</b>	<b>69,554</b>	<b>Total Vehicles &amp; Transportation</b>	<b>703,392</b>	<b>720,197</b>	<b>16,805</b>	<b>720,197</b>
<b>Occupancy</b>							
56,781	56,736	54,472	Facilities Rental	651,326	647,119	(4,207)	647,119
15,688	8,721	6,231	Utilities-Gas	95,652	69,159	(26,493)	69,159
17,794	15,088	22,462	Utilities-Electric	208,722	177,989	(30,733)	177,989
3,995	4,823	3,817	Utilities-Water & Sewer	48,936	52,805	3,869	52,805
7,047	6,508	4,341	Supplies - Janitorial	78,175	92,328	14,153	92,328
5,032	5,658	3,406	Telephone - Cellular	56,833	36,000	(20,833)	36,000
20,276	32,105	22,636	Telephone	223,318	225,998	2,680	225,998
172	0	0	Snow Removal	122,810	59,419	(63,391)	59,419
3,478	5,022	2,942	Refuse Disposal	35,846	30,279	(5,567)	30,279
1,246	800	6,255	Security Services	53,019	61,875	8,856	61,875
506	0	387	Moving & Relocation Expense	5,490	6,300	810	6,300
13,096	10,109	19,064	Building & Grounds - Maint & Repairs	134,523	159,667	25,144	159,667



# Association for Individual Development Income Statement

Twelve Months Ended June 30, 2014

Actual 2 mo. back 4/30/2014	Actual Last Mont 5/31/2014	Current Month 6/30/2014	Description	Actual YTD	Budget YTD 6/30/2014	Variance YTD	Fiscal Year Budget
29,279	29,089	28,004	Building & Grounds - JanAID	300,556	345,900	45,344	345,900
7,420	7,585	7,055	Lawn Maintenance	50,299	61,133	10,834	61,133
1,665	9,801	4,999	Small Equipment and Furniture	49,746	19,500	(30,246)	19,500
6,584	6,783	6,621	Prop/Gen Liab/Prof/Umbrella Insurance	74,041	70,967	(3,074)	70,967
1,040	1,040	1,040	Directors & Officers/Crime Insurance	12,837	14,535	1,698	14,535
11,328	11,031	9,008	Interest Expense - Mortgage	114,189	140,411	26,222	140,411
0	602	0	Real Estate Taxes	1,186	978	(208)	978
<b>202,426</b>	<b>211,498</b>	<b>202,737</b>	<b>Total Occupancy</b>	<b>2,317,503</b>	<b>2,272,362</b>	<b>(45,141)</b>	<b>2,272,362</b>
<b>Equipment</b>							
1,190	204	2,673	Equipment-Repairs/Maintenance	9,396	12,000	2,604	12,000
125	722	556	Equipment Rental	8,209	12,000	3,791	12,000
<b>1,315</b>	<b>926</b>	<b>3,229</b>	<b>Total Equipment</b>	<b>17,605</b>	<b>24,000</b>	<b>6,395</b>	<b>24,000</b>
<b>Depreciation &amp; Amortization</b>							
44,409	48,772	48,588	Depreciation expense	534,399	558,685	24,286	558,685
1,992	1,992	1,992	Amortization expense	20,819	2,730	(18,089)	2,730
<b>46,400</b>	<b>50,764</b>	<b>50,580</b>	<b>Total Depreciation &amp; Amortization</b>	<b>555,218</b>	<b>561,415</b>	<b>6,197</b>	<b>561,415</b>
<b>Other Expenses</b>							
4,954	4,186	6,380	Advertising/Job Recruiting	43,172	36,003	(7,169)	36,003
946	2,195	1,322	Bank Fees	20,409	10,000	(10,409)	10,000
0	0	(305)	Change in Cash Surrender Value-Life Insuranc	(305)	0	305	0
774	862	590	Conferences & Meetings	17,021	19,999	2,978	19,999
868	1,444	600	Publications & Subscriptions	9,257	16,996	7,739	16,996
6,766	8,831	6,686	License, Permits, Dues, CARF Accred	86,784	60,000	(26,784)	60,000
10,651	6,101	8,266	Office Supplies	80,245	89,934	9,689	89,934
8,712	9,949	8,802	Payroll Service Fees	112,562	119,998	7,436	119,998
1,649	620	1,499	Postage	16,672	16,996	324	16,996
889	2,559	1,357	Printing	11,054	15,500	4,446	15,500
76,528	135,000	29,727	RTA - Ride in Kane - JARC & NF	1,454,156	1,620,000	165,844	1,620,000
500	(1,714)	500	RTA - Ride in Kane - Mobility Mgt	4,634	9,000	4,366	9,000



# Association for Individual Development

## Income Statement

Twelve Months Ended June 30, 2014

Actual 2 mo. back 4/30/2014	Actual Last Mont 5/31/2014	Current Month 6/30/2014	Description	Actual YTD	Budget YTD 6/30/2014	Variance YTD	Fiscal Year Budget
1,017	6,479	2,770	Staff Training	39,454	48,899	9,445	48,899
0	0	31	Interest Expense - other	3,761	25,000	21,239	25,000
0	60,367	(19,827)	Bad Debts	55,216	30,000	(25,216)	30,000
0	0	0	Bequest & Memorials Pass Through	0	15,000	15,000	15,000
108	1,147	125	Miscellaneous Expense	4,286	20,000	15,714	20,000
0	0	0	Cash over/short	50	0	(50)	0
0	12,032	0	HFS TAC Participation Fees	48,130	48,132	2	48,132
0	0	0	Program Support Allocation	0	0	0	0
0	0	0	Admin Allocation	0	0	0	0
<b>114,362</b>	<b>250,058</b>	<b>48,521</b>	<b>Total Other Expenses</b>	<b>2,006,560</b>	<b>2,201,457</b>	<b>194,897</b>	<b>2,201,457</b>
			<b>TOTAL EXPENSES</b>	<b>25,297,474</b>	<b>27,152,400</b>	<b>1,854,926</b>	<b>27,152,400</b>
			<b>NET SURPLUS/(DEFICIT)</b>	<b>370,839</b>	<b>9,210</b>	<b>361,629</b>	<b>9,210</b>

**Attachment C**  
**AID Board of Directors**

**AID BOARD OF DIRECTORS**

**AGENCY NAME:** Association for Individual Development (AID) **ADDRESS:** 309 W. New Indian Trail Court, Aurora, IL 60506

**EXECUTIVE DIRECTOR:** Lynn O'Shea **PHONE:** 630-966-4001 **DATE OF NEXT BOARD ELECTION:** 6/2015

NAME	HOME ADDRESS	OCCUPATION & EMPLOYER	EXPIRES
Chuck Miles (Chairman)	1015 Westfield Course Geneva, IL 60134 630.232.6926 Miles_Charles_H@cat.com	Retired Caterpillar Manager	6/2015
Patrick M. Flaherty (Vice Chairman)	920 Hardin Rd Aurora, IL 60506 630.892.0033 pflaherty@kfkllaw.com	Attorney/Partner Kinnally Flaherty	6/2015
Walter Dwyer (Treasurer)	1210 Clayton Court Geneva, IL 60134 630-208-9242 wdwyer@ihcconstruction.com	Vice President IHC Construction, Elgin	6/2016
Toni Vaughan (Secretary)	1885 Alschuler Drive Aurora, IL 60506 630.892.7560 apvaughan@comcast.net	Retired	6/2017
Dr. Clem Mejia	2676 Danford Way Geneva, IL 60134 630.232.7288 clemmejia@comcast.net	Retired Kane County Superintendent	6/2016
John Potter	130 River Mist Drive Oswego, IL 60543 630.551.3323 jandspot@sbcglobal.net	Retired President of Advocate Dreyer Medical	6/2016
Clifford Klotz	3014 Fox Glen Ct St. Charles, IL 60174 630.584.3055 crkinc@sbcglobal.net	Retired	6/2017
Dan Lundberg	1532 Charleston St Batavia, IL 60510 630.377.4195 dan.lundberg@bmo.com	Relationship manager/analyst BMO Harris Bank U.S. SAMU	6/2017
Dr. Melinda James	89 Plymouth Court Aurora, IL 60504 630.229.3306 mjames@waubonsee.edu	Vice President of Student Development- Waubonsee Community College	6/2017
Angelica Silva	51 Garfield Lane Streamwood, IL 60107 630.210.1369 asilva@elginstatebank.com	Branch Manager-Elgin State Bank	6/2016
David De La Fuente	1600 Martha Drive Elgin, IL 60123 847.627.0919 David_dlf@sbcglobal.net	Bilingual Counselor-Larkin Center Community Counseling Services	6/2016
Dr. Timothy Brown	32W432 Forest Drive Aurora, IL 60504 630.898.3780 Drtb49@aol.com	Clinical Psychologist, Private Practice	6/2017
John Knewitz	P.O. Box 606 Burlington, IL 60109 847.683.3080 Birdsfans53@yahoo.com	Private Placement Coordinator, School District 303	6/2017
Inez Toledo	414 S. 4 <sup>th</sup> Street Geneva, IL 60134 847.361.4958 ineztoledo2@yahoo.com	Attorney, State of Illinois IGAC	6/2017

**Board Meeting Dates:** First Wednesday in August; October; December; February; April; May (annual meeting); June.

**Board Meeting Location:** Kane County Education Office, 210 S. Sixth Street, Geneva, IL 60134 at 5:30 p.m.

**Attachment D**  
**AID 501c3 tax determination letter**





Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248364799  
July 05, 2012 LTR 4168C E0  
36-2472748 000000 00

00037151

BODC: TE

ASSOCIATION FOR INDIVIDUAL  
DEVELOPMENT  
309 W NEW INDIAN TRAIL CT  
AURORA IL 60506



67870

Employer Identification Number: 36-2472748  
Person to Contact: Mrs. K Hopton  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your June 25, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in May 1963.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248364799  
July 05, 2012 LTR 4168C E0  
36-2472748 000000 00  
00037152

ASSOCIATION FOR INDIVIDUAL  
DEVELOPMENT  
309 W NEW INDIAN TRAIL CT  
AURORA IL 60506

If you have any questions, please call us at the telephone number  
shown in the heading of this letter.

Sincerely yours,



S. A. Martin, Operations Manager  
Accounts Management Operations



Association for  
Individual Development

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# 2014 ANNUAL REPORT

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## MESSAGE FROM AID CHAIRMAN AND PRESIDENT

Many successes and challenges. Our successes include expanding residential housing for intellectual and developmental disabilities and mental health needs. Many partners possible including the Neighborhood Redevelopment divisions of the City of Aurora, county as well as Representative Kay Hatcher, former Senator Chris Lauzen and the Foundation. The Illinois Department of Transportation and Kane County River Boat possible for AID to acquire several new vehicles. The AID Living Room program opened of the Zellmer Childhood Disease Foundation; the AID School Transition Program support of the Seigle Foundation, Caterpillar Foundation, Geneva 708 Mental Health INC Board, NFP. Other generous funders supported our quality programs: a Foundation, EFS Foundation, Hansen-Furnas Foundation, Life's Plan, Inc., and with E. Best Foundation.

In the Show You Care Kane campaign, we succeeded in informing our community of the 1,200 Kane County residents with disabilities waiting for services. Unfortunately, significant impact on our community made the referendum too difficult to support at my told us they would voluntarily contribute to the best of their ability. So, early next we launch our first Capital Campaign. Thanks to a generous gift from the Dunham Fund, we grant to launch the campaign. Each contribution will be matched by the Dunham Fund, up to \$750,000 over the next 3 years. We hope all will give generously when asked to help many needs in our community.

Our challenges in the coming year. State Medicaid funds comprise nearly 75% of the AID budget. Governor-elect Rauner has requested a new budget from each state agency, with spending. AID along with other state funded entities, is likely to be forced to make operations resulting from the state income tax reduction on January 1st, 2015. This is due to the individuals we serve, their families and staff.

Our dedicated Board members, employees, generous donors and tireless AID services vibrant and strong. We couldn't do it without you. Thanks ever so much for your commitment to those who need our help!

*Lynn O'Shea* | Chuck Miles  
AID Board Chairman | *David H. M.*

## 2013-2014 BOARD OF DIRECTORS



Clem Mejia, Dr. Timothy Brown\*, Clifford Klotz, Vice Chairman Patrick Flaherty, David Lundberg, Treasurer Walter Dwyer, John Potter, David De La Fuente, W. President Lynn O'Shea, Inez Toledo\*, Angelica Silva, Chairman Chuck Miles, Secretary Toni Vaughan, Dr. Melinda James, Dr. Laurie Schnell  
NOT PICTURED: Sue Bergeson, Jeff Noblitt

\*Installed after FY14

# DEVELOPMENTAL DISABILITIES PROGRAMS AND SERVICES

### Children/Transition Services:

**Early Intervention Developmental Therapy:** Children ages 0-3 who may be exhibiting a delay in one or more areas of development are provided customized interventions based on their needs. Services support families to plan play activities that encourage the child development.

**In-Home Children Support:** In-home support is provided to children with developmental disabilities in order to prevent the child from being placed into more restrictive care. All services are individually customized to meet the needs of each child and his or her family.

**Respite:** Assists families of individuals with developmental disabilities to remain within their homes by providing short term relief to families. A voucher system allows families to choose their own respite workers and the services provided to the family member.

**Audiology Evaluations:** Upon referral from a primary care physician, an experienced audiologist evaluates the hearing abilities of infants (6 months or older) and children, using a variety of tests and techniques.

**School Transition:** The State Board of Education approved School Transition Program provides students; ages 18-22, a more supported, meaningful and successful transition to adult services.

### Community Support Services:

**Client and Family Support:** Offers individualized assessment and linkage with appropriate services both within AID and to other community based resources. Provides temporary, emergency support and services on a "scholarship" basis for individuals who reside in Kane and Kendall counties and Hanover Township in Cook County in need of AID services.

**Adult Home Based Support:** Provides service facilitation and support for individuals with developmental disabilities to obtain/maintain appropriate services and to develop/maintain independent living skills. Families may purchase AID services based on the individual needs of clients.





### **Employment/Community Integration:**

**Developmental Services and Community Integration:** Provides skill training, paid work opportunities, community integration and employment to individuals in order to enhance and maintain their independence in community living. The program provides support, assistance and advocacy for individuals with developmental disabilities.

The program provides activities to assist participants in attaining the following outcomes:

- Enhance daily living skills through functional educational opportunities
- Increase socialization and communication skills through interactive experiences
- Improve health and wellness through dietary and physical fitness opportunities
- Secure vocational skills
- Learn of local resources through inclusive community interactions
- Develop relationships and sharpen job skills through community based service projects

**STARS Program:** A collaborative effort between AID and the Fox Valley Special Recreation that focuses on enhancing the quality of life for individuals with disabilities by building life skills through active participation in community based therapeutic recreation.

**Autism Program:** A specialized curriculum that includes communication skills, social and coping skills, functional life skills, community integration, vocational skills and volunteer opportunities.

**Vocational Training:** Assistance for individuals in obtaining and maintaining job training through subcontracts or community job sites.

**Community Jobs:** Employment Specialists assist and provide support for clients with disabilities in developing positive relationships with community employers. Services include: career planning; job development; job seeking skills; assistance with résumé writing; application processes and interviewing skills.

**Supported Employment:** Designed to assist individuals with most significant disabilities to obtain and retain competitive employment in an integrated setting with effective ongoing support services. All individuals earn minimum wage or better.

**Residential Developmental Disabilities Services:**  
**Supervised Community Living:** 24-hour home setting for individuals with developmental disabilities who need to develop independent living skills.

**Supported Community Living:** Intermittent services based on the individual needs of each resident.

### **Services Provided:**

- Daily living skills including cooking, self-care, laundry, accessing community services, budgeting, housekeeping and more.
- Counseling Services, behavior management and therapy services
- Transportation services
- Community participation
- Medication management monitored by nursing personnel

# BEHAVIORAL HEALTH PROGRAMS AND SERVICES

### **Crisis/Community Outreach:**

**Crisis Intervention Services:** Walk-in or face-to-face crisis services to help people. Services include assessment, counseling and referral/linkage to community services.

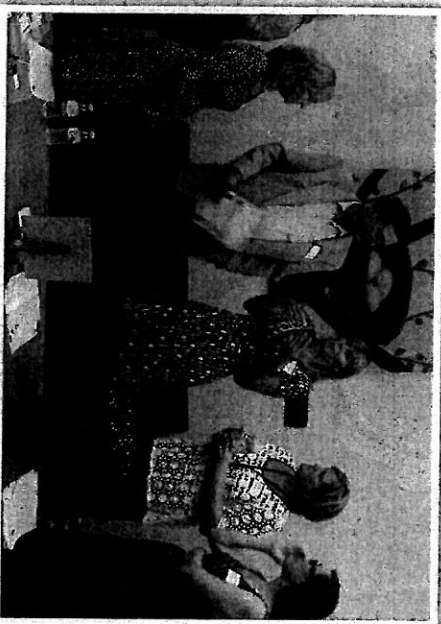
**Crisis Line of Fox Valley (630-966-9393):** Provides assistance to persons with needs and concerns including depression, anxiety, loneliness and substance

**Sunshine Calls:** Trained volunteers offer phone support to people in need. Regularly scheduled phone calls provide people with social interaction, medication reminders and counseling and referral to community resources.

**Victims Services:** 24-hour assistance to victims of violent crime and/or trauma. Includes: crisis intervention, counseling, advocacy, education, information and

### **Outpatient Mental Health/Substance Abuse Services:**

- Managing the symptoms of mental illness
- Couples Therapy
- Family and Parenting Issues
- Trauma
- Managing Emotions
- Anxiety
- Child and Adolescent Counseling for those with private insurance or Medicaid





**Outpatient Mental Health/Substance Abuse Services (cont.):**

**Case Management:**

- Assistance with obtaining Medicaid, Social Security and other benefits
- Linkage and referral to other community services

**Psychosocial Rehabilitation:** Groups to help people develop skills they need for daily living and for recovering from a mental illness.

**Examples of groups include:**

- Stress Management
- Weight Loss and Healthy Living
- Caring for your Emotional Self
- Job Skills
- Living in the Community
- Social Skills

**AOD - Alcohol and Other Drugs:** Substance abuse services for people who struggle with problems caused by drugs and/or alcohol. Specialized treatment is provided for people with both a mental illness and a substance abuse problem.

**Psychological Evaluations:** Our psychologist can give numerous tests and assessments, including a face to face interview to help diagnose a mental health illness and/or developmental disability. Testing also helps determine how and why a person thinks, feels, and behaves the way they do.

Psychological tests evaluate strengths and weaknesses in the way a person thinks and behaves as well as assesses intelligence, personality, and behavior. Neuropsychological testing can also be completed to assess and treat behaviors directly related to brain functioning. After testing is complete our psychologist will go over the testing results and make recommendations to take advantage of personal strengths and problem solve weaknesses.

**Residential Mental Health Services:**

**Supervised Living:** The purpose of this program is to help people with a mental illness live more independently in the community. People live in their own apartments with 24 hour staff support.

**Services include:**

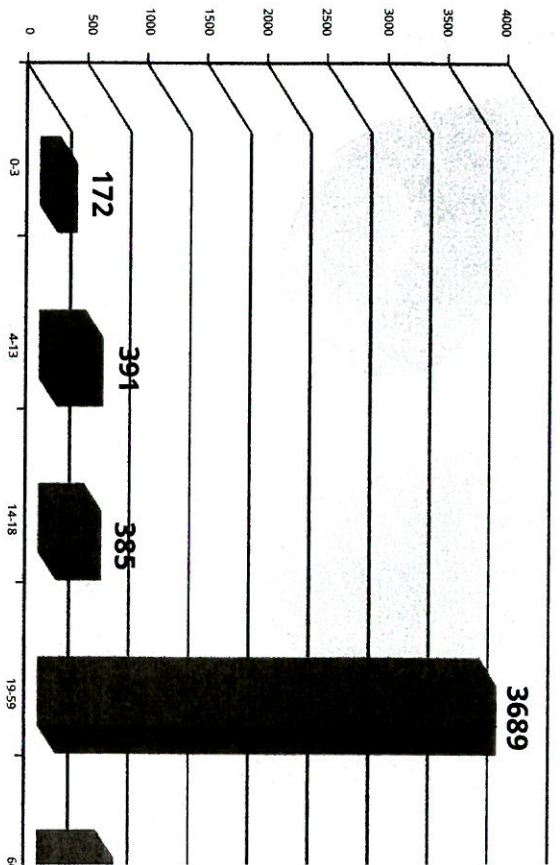
- Individual and Group Counseling
- Case Management
- Help with Medications
- Assistance in the Community
- Skill building - such as budgeting, shopping, cooking, cleaning and laundry
- Crisis Resolution
- Healthy Living

**Supported Living:** This program is the next step in community independence. People live on their own and receive staff support at least once a week in their home. Services are the same as those in Supervised Living but are not as intensive.

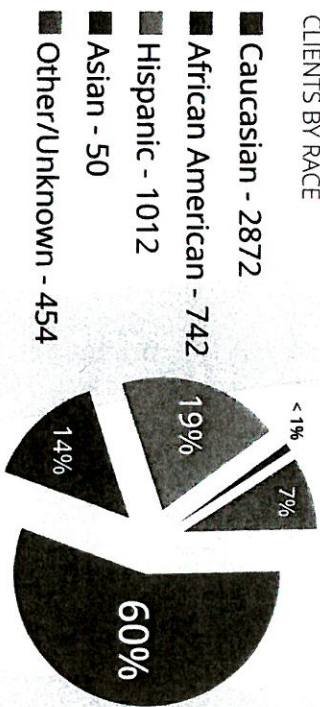
# AID DEMOGRAPH

CLIENTS BY AGE:

AID SERVED 5,130

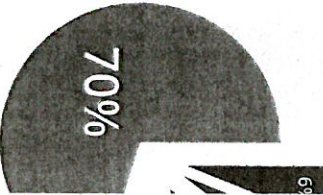


CLIENTS BY RACE



CLIENTS BY PROGRAM

- Children's Services - 247
- Community Support Services - 351
- Employment/Community Integration - 756
- Residential Developmental Disabilities Services - 237
- Residential Mental Health Services - 134
- Behavioral Health Outpatient and Crisis Intervention - 4052





# 2014 HIGHLIGHTS

- AID served over 5,000 children and adults in FY14.
- Developmental Disabilities Services offered and expanded Specialized Services to over 98 clients with severe and complex medical and behavioral needs in day and/or residential programs, working towards obtaining additional 1:1 staff supports and critically needed additional resources.
- Employment services placed 84 clients in community jobs.
- 97 Clients participated in recycling work which provided an opportunity to earn income and benefit the community. Of these 97 clients, 20 were trained on electronic recycling, for which they earned better wages.
- 26 individuals with Autism receive customized services; 6 in Elgin and 20 in Aurora. Several in the Aurora program are recent High School graduates.
- 45 clients participated in the STARS program; a community integration focused programming which operates in collaboration with Fox Valley Special Recreation Association (FV/SRA). A part of this program is geared towards seniors, with an emphasis on music, art therapy, exercise to improve health and reduce stress and relaxation.
- AID expanded volunteer opportunities for clients: Elgin Re-Store, Anderson Animal Shelter, Batavia Rehab Center, Batavia Interfaith Food Pantry, Bountiful Blessing Food Pantry, the Cancer Society, Church Food Bank in Huntley, Elgin Recreation Center, Feed My Starving Children, First Presbyterian Church, Hanover Township, Kenneth Young Center Resale Shop, Marie Wilkinson Food Pantry in Aurora, and others.
- As a new member of the Kendall County Task Force on Disability, AID is joining in the mission to raise and maintain a high level of public awareness on disability issues with the goal to promote better integration of persons with disabilities into the community.



- AID opened five new residential settings: Airrite and Carl (houses Ashwood and Lilac (houses in Aurora) and Longview (apartments
- The AID Intermittent Community Integrated Living Arrangement (program continued to show an increase in client participation in and healthy cooking classes. The program enhanced its focus on needs by increasingly allocating staffs active involvement time accordingly.
- 98 individuals received Behavioral Health (BH) Supported Housing.
- Began providing BH Supported Housing Services to northern Kan residents.
- AID added a new psychiatrist and increased psychiatric time to accommodate growing numbers of clients seeking services.
- Over 98% of the clients receiving Crisis Intervention services through Crisis Line avoided emergency department admissions and psychiatric hospitalization.
- Expansion of Behavioral Health Supported Residential services to Housing Authority site on Plum street.
- Provision of after-hours crisis line services specifically for Waubesa Community College students
- Creation of The Living Room which will provide a calm and caring environment for individuals in crisis.
- Victims Services served 1,927 clients during the year, and expanded to include the city of Huntley and Suburban Cook County for hours





# AID FINANCIAL REPORT

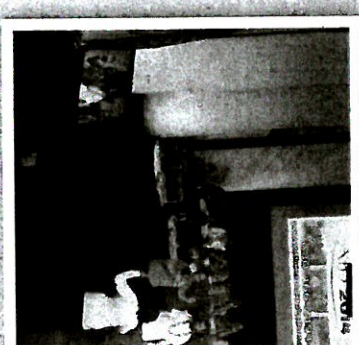
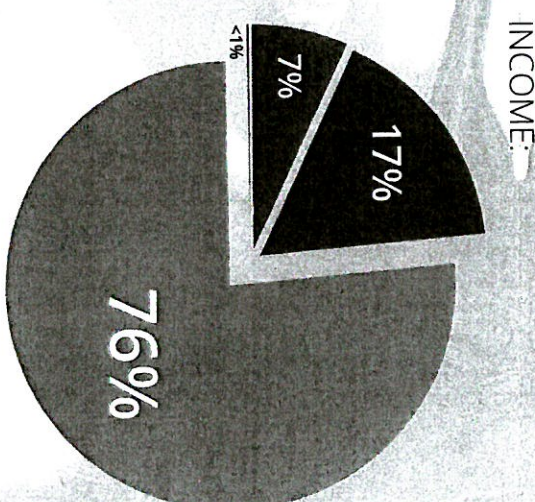
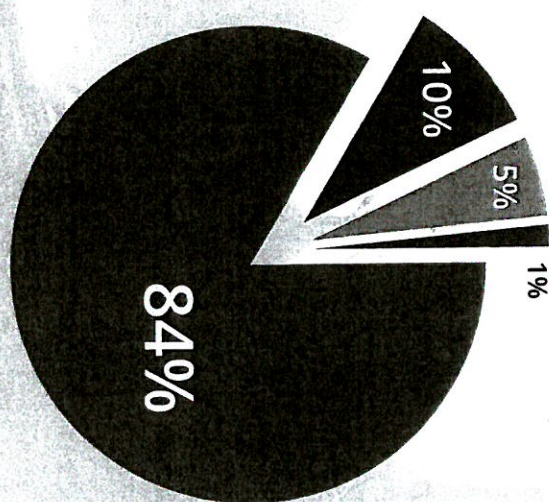
## Financial Position

	2014	2013
<b>Assets</b>		
Cash and investments	\$ 535,183	\$ 114,160
Accounts receivable	2,654,782	3,214,418
Property and equipment (net)	9,421,260	8,594,062
Other	314,360	323,601
<b>Total assets</b>	<b>12,925,585</b>	<b>12,246,241</b>
<b>Liabilities</b>		
Accounts payable and other liabilities	2,846,446	3,033,226
Notes payable	2,461,451	1,730,750
<b>Total liabilities</b>	<b>5,307,897</b>	<b>4,763,976</b>
<b>Net Assets</b>	<b>7,617,688</b>	<b>7,482,265</b>
<b>Total liabilities and net assets</b>	<b>\$ 12,925,585</b>	<b>\$ 12,246,241</b>
<b>Public Support and Revenue</b>		
Contributions	\$ 1,742,124	\$ 1,358,012
Grants	4,241,196	4,078,975
Service Fees	19,314,404	17,687,928
Other income	43,720	33,341
<b>Total public support and revenue</b>	<b>25,341,444</b>	<b>23,158,256</b>
<b>Expenses</b>		
Program services	21,065,785	19,443,023
Administration	2,395,042	1,681,178
Ride in Kane	1,368,594	1,673,909
Fundraising	376,600	310,009
<b>Total expenses</b>	<b>25,206,021</b>	<b>23,108,119</b>
<b>Change in Net Assets</b>	<b>\$ 135,423*</b>	<b>\$ 50,137</b>

\* FY14 surplus was the result of the donation of several vehicles.

# AID FINANCIAL REP

## EXPENSES:



- Program Services - \$
- Administration - \$2,395,042
- Ride-in-Kane - \$1,368,594
- Fundraising - \$376,600
- Contributions - \$1,742,124
- Grants - \$4,241,196
- Service Fees - \$19,314,404
- Other Income - \$43,720









# **Ecker Center for Mental Health**



City of St. Charles  
708 Mental Health Board  
Accountability Report for Funds Expended Checklist

It is the responsibility of the agency requesting City of St. Charles 708 Mental Health Board funding to verify all Accountability Report requested information is submitted at the time of application submission.

Please use the following checklist to sign off as you compile your application packet for submission. Incomplete applications or applications submitted after **February 6, 2015 – NOON** will not be considered for funding for the 2015/2016 funding period.

**Please submit your information in the order in which it appears on the application.**

Initialed by Grant Requestor as included in application packet

- 1: KB Agency and contact information completed.
- 2: KB 2015/2016 total funding request is: \$67,000<sup>00</sup>.
- 3. KB Completed narrative mission of the organization as it relates to the City of St. Charles 708 Mental Health Board's charged areas of residents with, or at risk of:
  - a. mental disorders
  - b. developmental disabilities, including mental, retardation, cerebral palsy, epilepsy and autism
  - c. substance abuse
  - d. drug abuse
- 4. KB You have **specifically** described your organization's goals as it relates to our mission.
- 5. *Keeping in mind individuals are to be counted only once, regardless of the number of times served per fiscal year though direct number of hours these individual are served need to be quantified.*

On the application you have broken down/described:

- KB How funds will be expended and have quantified services provided to City of St. Charles residents.
- KB Attached annual detailed budget or year ending Financial Statements and annual report.
- KB Described St. Charles 708 Fund Expenditure History.
- KB The total direct number of individuals your agency served in the past year 3,940 (individuals).
- KB Direct number living **within the City of St. Charles city limits** served in this timeframe 274 (individuals).
- KB Direct number of service hours provided to City of St. Charles residents: 2,157.
- KB Quantified costs allocated to the services provided, i.e., cost per hour and or program costs for City of St. Charles residents 150.
- KB Identified other services provided to and for the City of St. Charles' residents.
- KB Attached a list of current Board of Directors for you agency *as specified in our application*.
- KB Attached a copy of your current 501 (c) (3).

*Keep in mind individuals are to be counted only once, regardless of the number of times served per Fiscal year though the direct number of hours these individuals are served need to be quantified.*

Ecker Center for Mental Health Agency submitting their funding request application 2/5/2015 Date  
Name of Agency

KAREN BEYER  
Printed Name of Person  
Completing Application

Karen Beyer  
Signature

Executive Director  
Title/Position



ST. CHARLES  
SINCE 1834

Date: February 5, 2015

**City of St. Charles  
708 Mental Health Board  
Accountability Report for Funds Expended**

**Agency Name:** Ecker Center for Mental Health

**Contact Person:** Karen Beyer **Phone #:** 847-695-0484

**Main Office Address:** 1845 Grandstand Place

Elgin, IL 60123

**Funding requested from City of St. Charles 708 Board for fiscal year 2015/16:** \$67,000

**Describe mission (include narrative explaining how mission relates to City of St. Charles):**

Our mission is to empower our clients in creating their highest quality of life by providing timely and effective behavioral health services. St. Charles residents receive individual and group therapy services at our St. Charles and Elgin offices. They also receive emergency psychiatric assessments, available around the clock 365 days a year, at Delnor, Sherman or Presence St. Joseph Hospitals. The emergency assessments may include facilitation of hospitalization, supportive counseling or referrals to appropriate programs at the Ecker Center or other organizations. St. Charles residents also use the services of Ecker Center's psychiatrists who prescribe medications and nurses who help them obtain those medications and use them correctly. An independent pharmacy that specializes exclusively in serving people with mental illnesses is located inside our Elgin offices. Our case managers provide assistance in obtaining money on which to live, housing, dental and medical care as well as personal monitoring to help people avoid hospitalization. Psychosocial Rehabilitation services help residents of St. Charles, who have severe mental illnesses, learn skills of daily living, illness management and job readiness. We have a special waiting room and medical examination room at our Elgin Office for an Advance Practice Nurse from VNA Healthcare. She is there semiweekly and can provide primary healthcare to any residents of St. Charles who are clients of the Ecker Center. NAMI Kane County North will soon have an office in our Elgin facility also.

On occasion a St. Charles resident may require daily supervision at one of Ecker's five supervised living facilities. Two of the residences are supervised 24 hours a day and two are supervised only during the day. A fifth residential program is available to St. Charles residents who have an acute mental illness that does not require hospitalization and to residents who are leaving a short psychiatric hospitalization and are not yet ready to return to the community. This Crisis Residential program offers two weeks of 24 hour residential care with nurses and mental health professionals present all day and night. Psychiatrists are on site during the day and on-call overnight. This program is offered in conjunction with an Intensive Outpatient Program that



offers day time programming for people in crisis who choose to return home at night. These residential facilities and the Intensive Outpatient Program are located in Elgin.

**Describe specific goals that fit City's mission and indicate how goals will be accomplished.**

The Ecker Center's goal of providing comprehensive mental health services assists the City in its stewardship role of maintaining the social character of the City. The Ecker Center offers those citizens who are suffering from a mental illness the assistance they need to maintain their contributions to the City's positive social character, or in their recovery process begin to make contributions to the positive social character of the community. These same services can help some citizens dramatically lighten their personal and/or family burden and preoccupation with mental illness and assist them in achieving the positive mental health that is required to provide input to the City governmental process, as well as other civic activities in the community.

The Ecker Center's goal of collaboration with the City of St. Charles includes its grateful receipt of funding from the City's Mental Health Board and its provision of counseling services in its City of St. Charles office as well as its presence at the nearest local hospital, Delnor's Emergency Department, when assistance in evaluation and state funded inpatient treatment is needed by a St. Charles resident.

The Ecker Center Psychiatric Emergency Program helps the City of St. Charles provide a safe and secure community for its citizens. The Ecker Center's Psychiatric Emergency Program is the only such program serving the St. Charles area. It provides quick, round the clock assessment and intervention in true psychiatric emergencies. The program helps those who would harm themselves or others due to severe untreated psychosis and depression, and in this manner the Ecker Center contributes to the safety and security of the community.

Like the City of St. Charles, the Ecker Center strives to treat its customers with courtesy, respect and dignity at all times and to continually engage in a positive approach to problem solving.

The City of St. Charles and the Ecker Center share the goal of outcome driven decisions and service provision. The Ecker Center's community programs have clinical outcomes that are continually measured. The goals and objectives (outcomes) in its strategic plan are measured quarterly.

Like the City, the Ecker Center is committed to best practices in its field. The Center is constantly modifying its services to reflect the recognized best practices and evidence based practices in the field of mental health treatment and recovery services. The Ecker Center clearly documents continuous performance improvement process at all levels of the organization, which helps it provide the best services possible. The Center is accredited by The Joint Commission which holds its accredited organizations to high standards of clinical performance and adherence to the latest best practices.

The Ecker Center's bilingual staff and staff training in cultural sensitivity reflect commitment to group and cultural diversity.

The Ecker Center is continually striving to provide services that meet the actual needs of citizens of the City of St. Charles and as a result the Center actively seeks funding from a wide range of sources: private, corporate and governmental.

**Describe specifically how allocated funds will be expended and quantify services provided to the City of St. Charles:**

- **Attached budget detail for the funds sought.**
- **Include a brief program description on each item or service**
- **Funds from 708 Mental Health Board and/or funds from other sources.**

All of St. Charles Mental Health Funds would be expended on all of Ecker Center's services on behalf of St. Charles residents. The following services are provided by the Ecker Center. Ecker Center's psychiatrists provide evaluations, medication prescriptions and monitoring. Nurses provide medication monitoring, injections and assistance in obtaining medications and/or required medical tests. Case managers provide assistance in obtaining stable sources of income, food, clothing, housing, medical and dental care and they monitor clients to avert crisis. Psychiatric Emergency Program (PEP) staff will be available to St. Charles residents of any age who are experiencing a psychiatric crisis at any time of the day or night. The PEP therapists will provide evaluations, make referrals and help arrange for psychiatric inpatient treatment for those who require it. Therapists will provide evaluations, individual and group counseling and referrals. When the Larkin Center closed in October, 2013 we carried on their counseling and psychiatry programs for children, adolescents and adults. As a result, the Ecker Center now provides therapy, counseling and psychiatry to children and adolescents in addition to the adults it has always served. Psychosocial rehabilitation staff will assist adults with severe mental illnesses to manage their illnesses and learn to handle the tasks of daily living adequately.

Four residential options are available to community residents. The most intensive is the short-stay Crisis Residential Program, for those in severe psychiatric crisis. The program is staffed twenty-four hours a day with a mental health professional and a nurse. A psychiatrist visits the clients frequently to monitor their progress and adjust their medications. A second longer term residential option provides twenty four hour supervision, meal preparation and on-site case management at the living facility. A third residential program provides day-time case management to clients who live in their own apartments and prepare their own meals. The Ecker Center acquired 28 new residential clients and the funding subsidies for their apartments and daytime case managers when the Larkin Center closed. A fourth option provides assistance in paying rent and off-site case management to adults living in their own apartments.

As a result of the growing state and national emphasis on integrated care and our own desire to provide comprehensive care, we have partnered with a nationwide for-profit pharmacy, Genoa Healthcare, and with a local, federally qualified health care center, VNA Healthcare, to provide their services to our clients at our main location in Elgin. VNA offers low cost and sliding fee scale primary care to our clients, 54% of whom have incomes at poverty level or below.

Grants from the State of Illinois help us provide service because the state Medicaid rates we receive for most services do not cover the full cost of providing the services. The state has reduced our grants by over \$800,000 in recent years and we are having some difficulty recovering payment from our other largest source of funding Medicaid. The biggest difficulties

are a result of the long contracting and credentialing processes and arduous billing submission and often re-submission processes with the Medicaid managed care companies in order to be paid.

For the last four years the state has contracted with managed care companies (insurance companies) that in turn contract with the Ecker Center to provide services. Over those years the number of insurance companies with state contracts has grown. Currently eleven insurance companies manage payments for our Medicaid and Medicare beneficiary clients. Each has its own preauthorization, service duration and billing procedure requirements as well as prescription formularies. Complying with all these rules is uncompensated work and takes time away from client services for case managers, nurses, therapists, receptionists, psychiatrists and residential staff. We have also had to increase our billing staff from 2 to 5 individuals and we must pay a clearing house in order to submit our bills to the insurance companies. Our overhead costs have increased dramatically.



**STC 708 Board Funding Request**

**Date:** February 5, 2015

**Agency Name:** Ecker Center for Mental Health

**St. Charles 708 Fund Expenditure History – explains how funds allocated from previous year were expended and the purposes of those expenditures in relation to St. Charles residents of the funding you received last year. Note: if funding allocation is over \$25,000, attached most recent financial statements, audit and annual report:**

Funds were expended primarily for staff and also for commodities, contractual services, and other expenses incurred in the process of serving St. Charles residents.

**On an annualized (12 month) basis, provide information on City of St. Charles residents served:**

**Direct service:** number of individual clients/consumers served: 274

**Aggregate number of direct service hours provided:** 2,157

**Describe agency cost basis per client/consumer served (e.g., per hour cost and/or program costs allocated to City of St. Charles residents and how this was derived):**

City of St. Charles residents are served mainly in our St. Charles office, but are also seen in the Elgin and Streamwood offices. Costs to provide services to consumers vary by the type of services rendered. Ecker Center's costs for one hour of service range from \$15 for Psycho-Social Rehabilitation to \$240 for a psychiatric visit. Extending our standard costs per procedure hour gives us a standard total expense of \$323,765. That amount divided by the total number of hours devoted to St. Charles residents (2,157) gives us a cost basis per consumer per hour of \$150.

**Identify other services provided to and for the benefit of City of St. Charles' residents (education, presentations, volunteer training and group activities/events).**

The Ecker Center works very closely with the Lazarus House providing therapy services just a few blocks away from the Lazarus House in St. Charles. Ecker Center joined Lazarus House and other social service organizations to apply for an IDHEA housing subsidies grant program that was possible because of the collaborative effort. Low income St. Charles residents are benefiting from the housing subsidies that the collaborative was able to obtain. The Ecker Center sublets office space from the Renz Center in St. Charles and this is a cost saving option for both organizations. The Ecker Center and the Renz Center are also participating again in a small SAMHSA grant to serve people with both mental health and substance or alcohol abuse challenges.

The Ecker Center participates in the Kane County (mental health) Treatment Alternative Court (TAC) by providing services to people referred by the Court, staffing new cases and serving in an advisory capacity to TAC. Ecker Center has produced more successful graduates of the TAC



program than any other participating agency. The Center is also a member of the Kane County Mental Health Council, an inclusive group of all mental health providers in the county.

The Ecker Center's brochures are in the display rack at the St. Charles Public Library. The Ecker Center belongs to the St. Charles Chamber of Commerce in an effort to identify other partnerships and opportunities to benefit St. Charles residents.

The Ecker Center provides meeting space for NAMI, the National Alliance for the Mentally Ill, Northern Kane County Chapter and NAMI will soon have free office space in our Elgin office. NAMI is a nonprofit membership group that provides support, education and advocacy for persons with mental illnesses and their families.

**Attach a list of current Board of Directors for your agency, listing the length of time that each Board member has served in their current term. Also attach a brief summary of how Board members are elected, the qualifications sought, and any term limits for Board members.**

**Attach a copy of current 503C or tax exempt status certification.**

**STC 708 Board Funding Request**

**Date:** February 5, 2015

**Agency Name:** Ecker Center for Mental Health

**Please note that agencies that are allocated funds from the STC 708 Board in excess of \$25,000.00 in any fiscal year are also subject to the following requirements:**

1. Monthly financial statements must be submitted to the Government Operations Committee of the St. Charles City Council by no later than the 15<sup>th</sup> day of the following month.
2. An annual report must be submitted to this same Committee.
3. A representative of the agency must make a brief presentation describing the purpose of the agency, its future plans and how its programs and services have benefited the residents of St. Charles to this Committee on an annual basis at a date and time to be determined (following the allocation recommendation process by the STC 708 Board, but prior to the actual release of any funds).

**Funding request amount for current fiscal year** \$ 67,000 **Application Date:** February 5, 2015

**For STC 708 Board Only:**

**Recommended funding for current fiscal year:** \$ \_\_\_\_\_ **Recommendation Date:** \_\_\_\_\_

# Ecker Center for Mental Health

## Budget F' 2015

### Statement of Activity

	<b>St. Charles Budget</b>	<b>Ecker Budget</b>
Revenues		
Public Support		
Contributions	13,035	165,000
In-kind Contributions	2,370	30,000
United Way - Barrington	435	5,500
United Way - Elgin	2,631	33,300
Far Northwest Suburban United	2,370	30,000
United Way-St. Charles	1,129	14,288
Community Chest-Geneva	119	1,500
Total Public Support	<u>22,089</u>	<u>279,588</u>
Fees & Grants - Governmental		
Geneva 708 Board	2,291	29,000
Hanover Mental Health	6,162	78,000
St. Charles 708 Board	5,293	67,000
Grant-In-Aid	153,902	1,948,121
Barrington Township	474	6,000
HUD	52,013	658,392
Kane County-Treatment Alternative Court	1,185	15,000
Renz/SAMHSA CHIP Program	1,030	13,034
Other government grants	1,778	22,500
Fee For Service - Medicaid	102,803	1,301,300
Fee For Service - Non-Medicaid	22,586	285,900
Fee For Serv.-PAS Eval.	5,530	70,000
Fee For Service - HBS	28	360
Total Fees & Grants - Governmental	<u>355,075</u>	<u>4,494,607</u>
Fundraising		
Festival of Trees	4,740	60,000
Summer Fundraiser	237	3,000
Awards Event	1,343	17,000
December Mailing	474	6,000
Total Fundraising	<u>6,794</u>	<u>86,000</u>
Program Service Fees		
Patient Fees - Voluntary	4,748	60,100
Private Insurance Payments	25,904	327,900
Patient Fees - Public Aid	4,835	61,200
Medicare	8,137	103,000
Rental income- clients	17,811	225,450
Reimbursements - CILA	5,372	68,000
Fee for Service - Rep Payee	616	7,800
Contracts-US Probation Office	790	10,000
Contracts - St. Joe's	2,212	28,000
Contracts - PEP	3,847	48,700
Total Program Service Fees	<u>74,272</u>	<u>940,150</u>
Other Revenue		
Interest Income	537	6,800

Unrealized Gain/Loss on Invest	3,160	40,000
Report Writing	711	9,000
Rental Income	1,841	23,300
Total Other Revenue	<u>6,249</u>	<u>79,100</u>
Total Revenues	<u>464,479</u>	<u>5,879,445</u>
Expenses		
Personnel and Benefits		
Salaries - Administrative	50,891	644,187
Salaries - Professional	194,538	2,462,504
Personnel Pool	5,303	67,130
Payroll Taxes - FICA	19,181	242,797
Insurance-Unemployment	1,166	14,760
Insurance - Group Medical	39,067	494,517
Insurance - Workers' Comp.	5,631	71,280
Insurance - LT Disability	724	9,161
Insurance - ST Disability	225	2,846
Retirement	7,946	100,580
Recruitment	501	6,340
Temporary Services	948	12,000
Employee Expenses	237	3,000
Training & Ed -T&E Committee	316	4,000
Training & Education-M-Team	316	4,000
CPR Training Fees	139	1,760
Total Personnel and Benefits	<u>327,129</u>	<u>4,140,863</u>
Program Expenses		
Consultation - Doctors	29,922	378,760
Rep. & Maint.-Equipment	1,190	15,060
Prog. Expenses - Supplies	4,407	55,780
Program Expenses - Events	174	2,200
Prog. Expenses - Pharmacy	417	5,280
Program Exp.-Subscriptions	675	8,550
Program Exp.-Equipment	656	8,300
Program Exp.-Cell & Pager	325	4,120
Food	3,772	47,750
Vehicle Oper. & Maint.	423	5,360
Volunteer Stipends	514	6,500
In-Kind Medications	2,370	30,000
Total Program Expenses	<u>44,845</u>	<u>567,660</u>
Specific Assistance to Clients		
Specific Assistance - Food	79	1,000
Spec. Assist. Meds/Treat	419	5,300
Specific Assist.-Transport.	824	10,430
Specific Assist.-Misc.	408	5,160
Spec. Assist. - Utilities	1,106	14,000
Spec. Assist. - Furnishings	8	100
Total Specific Assistance to Clients	<u>2,844</u>	<u>35,990</u>
Occupancy		
Rental Of Facilities	38,046	481,600
Electricity	6,034	76,380
Gas	1,368	17,320
Water	1,582	20,025
Scavenger	699	8,845
Exterminating	97	1,230
Janitorial & Supplies	4,539	57,450
Fire System Maintenance	612	7,750
Elevator Maintenance	382	4,840
Door & Key Maintenance	448	5,670

Repairs-electrical	264	3,340
Repairs-plumbing	677	8,570
Repairs-general	5,946	75,270
Hardware & supplies	449	5,680
HVAC	1,837	23,250
Rep. & Maint.-Grounds	2,669	33,780
Real Estate Taxes	71	900
Insurance-Prop. & Liab.	4,764	60,310
Insurance-Liab. Umbrella	87	1,100
Interest Expense - Mortgage	4,450	56,330
Total Occupancy	<u>75,021</u>	<u>949,640</u>

Development & PR		
FR exp - Festival of Trees	1,343	17,000
FR Exp-Summer Event	261	3,300
Annual Awards Event	119	1,500
Fundraising Exp.-Misc.	79	1,000
Dues and memberships	1,501	19,000
Marketing & PR	269	3,400
Annual board meeting	16	200
Total Development & PR	<u>3,588</u>	<u>45,400</u>

Management & General		
Payroll Service	521	6,600
Accounting & Audit	1,106	14,000
Legal	395	5,000
All Staff Activ/Recogn/Anniver	617	7,810
JCAHO Survey	539	6,820
Bank Charges	474	6,000
Insurance-Directors/Officer	474	6,000
Miscellaneous Expense	70	890
Total	<u>4,196</u>	<u>53,120</u>

Other Expenses		
Stationery/printing	97	1,230
Office Equip. & Supplies	5,908	74,780
Office Supplies-Software	2,528	32,000
Consultants	3,681	46,590
Rental Of Equipment	166	2,100
Telephone	3,603	45,610
Postage	466	5,900
Business Travel	1,583	20,040
Total Other Expenses	<u>18,032</u>	<u>228,250</u>

Depreciation		
Depreciation	8,008	101,370
Total Depreciation	<u>8,008</u>	<u>101,370</u>

Total Expenses	<u>483,663</u>	<u>6,122,293</u>
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<b>NET SURPLUS/(DEFICIT)</b>	<u><b>-19,184</b></u>	<u><b>-242,848</b></u>
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*Ecker Center for Mental Health*

**Self Funding Efforts that Specifically Benefit St. Charles Residents  
in FY 2015**

**Fundraising Events**

Festival of Trees sale and gala  
Live tree sales  
Annual appeal letter  
Spring fundraiser  
Wishes for Wellness brunch  
Annual awards breakfast  
Shop and Share resale store proceeds

**General Operating Donations**

Verizon Foundation  
St. Charles Township  
Kane County  
Alfred Bersted Foundation

**Grants to Specific Programs**

United Way of Central Kane County  
State of Illinois Division of Mental Health  
St. Charles Noon Kiwanis Foundation  
Kane County Riverboat  
Hanover Township Mental Health Board

**Capital and Housing Grants**

HUD, Illinois Housing Development Authority and Division of Mental Health housing subsidies to individual clients, Cosmopolitan Club, Geneva Community Chest

**Fee for Service**

Private medical insurance  
State of Illinois Division of Mental Health and Healthcare and Family Services  
Payments for Medicare and Medicaid services that we provide and bill for

## Ecker Center for Mental Health Statement of Activity

	Month Actual 12/31/2014	Month Budget 12/31/2014	Year to Date Actual 12/31/2014	Year to Date Budget 12/31/2014	Year to Date Variance	Percent Variance
<b>Revenues</b>						
Public Support	62,418	14,500	88,718	83,250	5,468	6.57%
Fees & Grants - Governmental	493,209	405,089	2,273,621	2,313,068	(39,447)	(1.71)%
Fundraising	9,880	6,000	67,947	69,000	(1,053)	(1.53)%
Program Service Fees	98,734	75,012	559,853	470,072	89,781	19.10%
Other Revenue	6,678	6,592	27,472	39,552	(12,080)	(30.54)%
<b>Total Revenues</b>	<b>670,918</b>	<b>507,193</b>	<b>3,017,611</b>	<b>2,974,942</b>	<b>42,669</b>	<b>1.43%</b>
<b>Expenses</b>						
Personnel and Benefits	405,444	335,232	1,984,879	1,939,739	(45,140)	(2.33)%
Program Expenses	35,916	44,882	252,104	269,294	17,190	6.38%
Specific Assistance to Clients	5,369	2,999	12,306	17,994	5,688	31.61%
Occupancy	88,869	79,143	476,578	484,908	8,330	1.72%
Development & PR	3,033	3,784	34,155	22,704	(11,451)	(50.44)%
Management & General	3,740	4,429	24,978	26,574	1,596	6.01%
Other Expenses	24,904	19,025	115,307	114,150	(1,157)	(1.01)%
Depreciation	8,143	8,445	48,857	50,670	1,813	3.58%
<b>Total Expenses</b>	<b>575,419</b>	<b>497,940</b>	<b>2,949,165</b>	<b>2,926,033</b>	<b>(23,132)</b>	<b>(0.79)%</b>
 <b>NET SURPLUS/(DEFICIT)</b>	 <b>95,500</b>	 <b>9,253</b>	 <b>68,446</b>	 <b>48,909</b>	 <b>19,537</b>	 <b>39.95%</b>

## Ecker Center for Mental Health Statement of Financial Position

	Current Year 12/31/2014	Prior Year 12/31/2013	Variance
<b>Assets</b>			
Current Assets	892,318.91	1,361,083.81	(468,764.90)
Long Term Investments	246,805.67	228,781.17	18,024.50
Receivables	1,074,732.99	166,696.94	908,036.05
Other Current Assets	29,209.48	28,701.87	507.61
Fixed Assets	1,667,454.50	1,740,608.58	(73,154.08)
<b>Total Assets</b>	<b>3,910,521.55</b>	<b>3,525,872.37</b>	<b>384,649.18</b>
<b>Liabilities and Net Assets</b>			
<b>Liabilities</b>			
Current Liabilities	185,900.88	(247,358.81)	(433,259.69)
Long-term Liabilities	794,732.80	856,806.85	62,074.05
<b>Total Liabilities</b>	<b>980,633.68</b>	<b>609,448.04</b>	<b>(371,185.64)</b>
<b>Net Assets</b>			
Unrestricted Net Assets	2,929,887.87	2,916,424.33	13,463.54
<b>Total Net Assets</b>	<b>2,929,887.87</b>	<b>2,916,424.33</b>	<b>13,463.54</b>
<b>Total Liabilities and Net Assets</b>	<b>3,910,521.55</b>	<b>3,525,872.37</b>	<b>(384,649.18)</b>

**ECKER CENTER FOR MENTAL HEALTH, INC.**

**FINANCIAL STATEMENTS  
AS OF JUNE 30, 2014 AND 2013**

**TOGETHER WITH AUDITOR'S REPORT**



# Dugan & Lopatka

Certified Public Accountants & Consultants  
A Professional Corporation  
104 East Roosevelt Road  
Wheaton, Illinois 60187  
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Leo M. Misdorn

T. Brett Flickinger  
Karen M. Olson  
Hugh E. Elliott

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Gwen S. Henry

## INDEPENDENT AUDITOR'S REPORT

Board of Directors of  
Ecker Center for Mental Health, Inc.:

We have audited the accompanying financial statements of Ecker Center for Mental Health, Inc. (the Center) which comprise the statement of financial position as of June 30, 2014 and 2013, and the related statements of activities, cash flows and functional expenses 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.

### **Auditor's 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 audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Board of Directors of  
Ecker Center for Mental Health, Inc.  
Page two

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Ecker Center for Mental Health, 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 conformity with accounting principles generally accepted in the United States of America.

*Dugan & Lopatka*

DUGAN & LOPATKA

Wheaton, Illinois  
October 8, 2014

ECKER CENTER FOR MENTAL HEALTH, INC.  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2014 AND 2013

ASSETS

	<u>2014</u>	<u>2013</u>
<b>CURRENT ASSETS:</b>		
Cash and cash equivalents - Unrestricted	\$ 1,345,120	\$ 1,775,731
- Restricted	12,310	6,889
Investments	240,126	195,724
Program service fees receivable	528,943	510,824
Grants receivable	83,088	92,000
Due from related party	67,673	97,673
Deposits	11,110	11,110
Prepaid expenses	19,994	17,413
	<u>2,308,364</u>	<u>2,707,364</u>
<b>PROPERTY AND EQUIPMENT:</b>		
Land	381,832	381,832
Building	1,599,759	1,599,509
Building improvements	824,980	788,500
Furniture and equipment	133,285	211,844
Vehicles	71,701	70,879
Leasehold improvements	55,357	55,357
Software	12,977	12,977
	<u>3,079,891</u>	<u>3,120,898</u>
Less - Accumulated depreciation	<u>1,363,581</u>	<u>1,367,284</u>
	<u>1,716,310</u>	<u>1,753,614</u>
	<u>\$ 4,024,674</u>	<u>\$ 4,460,978</u>

The accompanying notes are an integral part of this statement.

EXHIBIT 1LIABILITIES AND NET ASSETS

	<u>2014</u>	<u>2013</u>
<b>CURRENT LIABILITIES:</b>		
Notes payable, current	\$ 60,032	\$ 849,188
Accounts payable	48,623	133,361
Accrued wages and payroll taxes	172,797	111,597
Accrued vacation pay	106,477	96,187
Rent deposit	12,960	9,010
Grant advance	-	185,132
	<hr/>	<hr/>
Total current liabilities	400,889	1,384,475
<b>LONG-TERM LIABILITIES:</b>		
Notes payable, net of current portion	767,986	33,991
	<hr/>	<hr/>
Total liabilities	1,168,875	1,418,466
<b>COMMITMENTS</b>		
<b>NET ASSETS:</b>		
Unrestricted	2,760,401	2,943,623
Temporarily restricted	95,398	98,889
	<hr/>	<hr/>
Total net assets	2,855,799	3,042,512
	<hr/>	<hr/>
	\$ 4,024,674	\$ 4,460,978
	<hr/>	<hr/>



ECKER CENTER FOR MENTAL HEALTH, INC.  
STATEMENT OF ACTIVITIES  
FOR THE YEARS ENDED JUNE 30, 2014 AND 2013

	2014		2013		Total	Unrestricted	Temporarily Restricted	Total	Unrestricted	Temporarily Restricted	Total
	Unrestricted	Temporarily Restricted	Unrestricted	Temporarily Restricted							
<b>REVENUES, GAINS, AND OTHER SUPPORT:</b>											
Contributions -											
United Way and Community Chest	\$ 12,476	\$ 90,598	\$ 103,074	\$ -	\$ 103,074	\$ -	\$ 84,376	\$ 84,376	\$ -	\$ -	\$ 84,376
Other support	162,115	1,200	163,315	128,399	163,315	128,399	13,475	141,874	13,475	-	141,874
Fundraising	86,825	-	86,825	81,876	86,825	81,876	-	81,876	-	-	81,876
In-kind	2,250	-	2,250	31,630	2,250	31,630	-	31,630	-	-	31,630
Fees and grants from governmental agencies -											
Department of Human Services -											
Fees for service	1,320,846	-	1,320,846	1,419,421	1,320,846	1,419,421	-	1,419,421	-	-	1,419,421
Grant-in-aid	1,789,325	-	1,789,325	1,718,445	1,789,325	1,718,445	-	1,718,445	-	-	1,718,445
Township 708 funds	204,900	-	204,900	173,095	204,900	173,095	-	173,095	-	-	173,095
Department of Housing and Urban Development	470,419	-	470,419	331,462	470,419	331,462	-	331,462	-	-	331,462
Other governmental grants	61,600	-	61,600	48,817	61,600	48,817	4,000	52,817	4,000	-	52,817
Other revenues -											
Program service fees	961,434	-	961,434	806,024	961,434	806,024	-	806,024	-	-	806,024
Rent income	23,308	-	23,308	23,070	23,308	23,070	-	23,070	-	-	23,070
Interest income	66,703	-	66,703	7,720	66,703	7,720	-	7,720	-	-	7,720
Dividend income	5,564	-	5,564	3,423	5,564	3,423	-	3,423	-	-	3,423
Unrealized gain on investments	38,835	-	38,835	27,955	38,835	27,955	-	27,955	-	-	27,955
Other revenues	8,030	-	8,030	9,515	8,030	9,515	-	9,515	-	-	9,515
Net assets released from restrictions	95,289	(95,289)	-	116,751	-	116,751	(116,751)	-	(116,751)	-	-
<b>Total revenues, gains, and other support</b>	<b>5,309,919</b>	<b>(3,491)</b>	<b>5,306,428</b>	<b>4,927,603</b>	<b>5,306,428</b>	<b>4,927,603</b>	<b>(14,900)</b>	<b>4,912,703</b>	<b>(14,900)</b>	<b>-</b>	<b>4,912,703</b>
<b>EXPENSES:</b>											
Program services -											
Community Counsel Services -											
Elgin Therapy	222,720	-	222,720	160,950	222,720	160,950	-	160,950	-	-	160,950
Barrington Therapy	28,821	-	28,821	26,112	28,821	26,112	-	26,112	-	-	26,112
St. Charles Therapy	47,987	-	47,987	46,420	47,987	46,420	-	46,420	-	-	46,420
Community Counseling Therapy	21,604	-	21,604	-	21,604	-	-	-	-	-	-
Intake	80,470	-	80,470	52,365	80,470	52,365	-	52,365	-	-	52,365
Nursing	361,338	-	361,338	284,203	361,338	284,203	-	284,203	-	-	284,203
Psycho-Social Rehabilitation	342,272	-	342,272	297,620	342,272	297,620	-	297,620	-	-	297,620

The accompanying notes are an integral part of this statement.

ECKER CENTER FOR MENTAL HEALTH, INC.  
STATEMENT OF ACTIVITIES  
FOR THE YEARS ENDED JUNE 30, 2014 AND 2013

	2014			2013		
	Unrestricted	Temporarily Restricted		Unrestricted	Temporarily Restricted	
		Total			Total	
<b>EXPENSES: (Continued)</b>						
Program services - (Continued)						
Psychiatrist Services	\$ 612,225	-	\$ 612,225	\$ 501,637	-	\$ 501,637
Housing PSH Bridge Program	15,908	-	15,908	-	-	-
Case Management	588,582	-	588,582	540,424	-	540,424
Psychiatric Emergency Program	445,046	-	445,046	439,535	-	439,535
Community Integrated Living Arrangement	344,455	-	344,455	329,706	-	329,706
Preadmission Assessment	59,983	-	59,983	60,824	-	60,824
Supported Residential Screening	440,875	-	440,875	297,578	-	297,578
HUD On-Site Staff	225,929	-	225,929	210,494	-	210,494
HUD Leasing	197,481	-	197,481	183,887	-	183,887
Grandstand HUD Leasing	136,250	-	136,250	-	-	-
Supervised Residential	323,606	-	323,606	313,330	-	313,330
Crisis Residential	388,146	-	388,146	385,047	-	385,047
<b>Total program services</b>	<b>4,883,698</b>	<b>-</b>	<b>4,883,698</b>	<b>4,130,132</b>	<b>-</b>	<b>4,130,132</b>
Supporting services -						
Management and general	566,948	-	566,948	786,910	-	786,910
Fundraising	42,495	-	42,495	22,261	-	22,261
<b>Total supporting services</b>	<b>609,443</b>	<b>-</b>	<b>609,443</b>	<b>809,171</b>	<b>-</b>	<b>809,171</b>
<b>Total expenses</b>	<b>5,493,141</b>	<b>-</b>	<b>5,493,141</b>	<b>4,939,303</b>	<b>-</b>	<b>4,939,303</b>
<b>CHANGE IN NET ASSETS</b>	<b>(183,222)</b>	<b>(3,491)</b>	<b>(186,713)</b>	<b>(11,700)</b>	<b>(14,900)</b>	<b>(26,600)</b>
<b>NET ASSETS, Beginning of year</b>	<b>2,943,623</b>	<b>98,889</b>	<b>3,042,512</b>	<b>2,955,323</b>	<b>113,789</b>	<b>3,069,112</b>
<b>NET ASSETS, End of year</b>	<b>\$ 2,760,401</b>	<b>\$ 95,398</b>	<b>\$ 2,855,799</b>	<b>\$ 2,943,623</b>	<b>\$ 98,889</b>	<b>\$ 3,042,512</b>

The accompanying notes are an integral part of this statement.

ECKER CENTER FOR MENTAL HEALTH, INC.  
STATEMENT 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>		
Change in net assets	\$ (186,713)	\$ (26,600)
Adjustments to reconcile change in total net assets to net cash provided by (used in) operating activities:		
Depreciation	94,331	96,479
Unrealized (gain) on investments	(38,835)	(27,955)
(Increase) decrease in assets:		
Program service fees receivable	(18,119)	959,767
Grants receivable	8,912	19,375
Due from related party	30,000	(12,300)
Deposits and prepaid expenses	(2,581)	(7,399)
Increase (decrease) in liabilities:		
Accounts payable	(84,738)	72,208
Accrued expenses	75,440	314
Grant advance	(185,132)	-
Total adjustments	<u>(120,722)</u>	<u>1,100,489</u>
Net cash provided by (used in) operating activities	<u>(307,435)</u>	<u>1,073,889</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Purchase of property and equipment	(57,030)	(504)
Purchase of investments	(5,564)	(3,365)
Net cash (used in) investing activities	<u>(62,594)</u>	<u>(3,869)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES:</b>		
Principal payments of long-term debt	(55,161)	(52,957)
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS</b>	(425,190)	1,017,063
<b>CASH AND CASH EQUIVALENTS, Beginning of year</b>	<u>1,782,620</u>	<u>765,557</u>
<b>CASH AND CASH EQUIVALENTS, End of year</b>	<u>\$ 1,357,430</u>	<u>\$ 1,782,620</u>
<b>SUPPLEMENTAL DISCLOSURES:</b>		
Interest paid	<u>\$ 44,825</u>	<u>\$ 52,795</u>

The accompanying notes are an integral part of this statement.

ECKER CENTER FOR MENTAL HEALTH, INC.  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2014

	Program Services											
	Community Counsel Services					Program Services						
	Elgin Therapy	Barrington Therapy	St. Charles Therapy	Community Counseling Therapy	Intake	Nursing	Psycho-Social Rehabilitation	Psychiatrist Services	Housing PSH Bridge Program	Case Management	Psychiatric Emergency Program	Community Integrated Living Arrangement
<b>PERSONNEL:</b>												
Salaries	\$ 128,158	\$ 13,426	\$ 25,206	\$ 15,762	\$ 53,880	\$ 222,835	\$ 196,816	\$ 720	\$ 15,908	\$ 387,078	\$ 325,012	\$ 218,897
Payroll taxes	9,280	963	1,823	1,202	3,570	19,599	12,847	-	-	35,738	22,843	15,489
Employees benefits	28,351	2,788	5,577	-	11,610	61,256	37,927	10,976	-	81,708	66,572	45,354
Total personnel	165,789	17,177	32,606	16,964	69,060	303,690	247,590	11,696	15,908	504,524	414,427	279,740
<b>COMMODITIES:</b>												
Office supplies	3,576	1,278	907	3,212	964	8,690	4,276	12,815	-	13,212	5,448	3,784
Printing and publications	-	-	-	-	-	-	-	-	-	-	-	-
Program supplies	102	-	-	40	-	6,445	887	5,866	-	102	1,738	2,188
Food and beverages	-	-	-	-	-	-	502	-	-	-	-	14,072
Total commodities	3,678	1,278	907	3,252	964	15,135	5,665	18,681	-	13,314	7,186	20,044
<b>CONTRACTUAL SERVICES:</b>												
Advertising	28	-	-	711	951	59	216	3,184	-	494	106	1,070
Consultation	3,553	634	821	192	1,116	5,642	4,238	543,931	-	11,046	4,525	3,292
Rental of equipment	-	-	-	-	-	-	-	-	-	-	-	-
Rental of facilities	-	1,255	9,619	-	-	-	-	-	-	-	-	-
Specific assistance - individuals	7	-	-	-	-	-	-	-	-	620	39	10,146
Insurance	5,868	-	-	-	880	3,521	9,388	3,521	-	6,908	880	-
Utilities	9,008	-	344	-	1,351	5,845	14,412	5,405	-	9,008	1,351	6,547
Repairs and maintenance	18,763	-	852	382	3,382	15,724	32,992	11,359	-	21,712	2,474	10,741
Professional services	-	-	-	-	418	2,273	2,502	-	-	3,496	8,671	3,322
Telephone	1,007	1,724	2,103	-	-	-	-	-	-	-	-	-
Postage	-	-	-	-	-	-	-	-	-	-	-	-
Dues and memberships	-	-	-	-	-	-	-	-	-	-	-	-
Real estate taxes	-	-	-	-	-	-	-	-	-	-	-	-
Outside services	215	6,059	30	-	292	351	199	1,720	-	652	402	284
Total contractual services	38,449	9,672	13,769	1,285	8,390	33,415	63,947	569,120	-	53,936	18,448	35,402
<b>OTHER EXPENSES:</b>												
Interest	4,785	-	-	-	718	2,871	7,655	2,871	-	4,785	718	-
Travel	-	-	-	-	-	-	16	3,285	-	1,416	2,291	755
Training and education	63	-	-	103	35	230	383	-	-	365	1,141	421
Special events	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	184	43	54	-	-	134	1,381	709	-	470	184	141
Total other expenses	5,032	43	54	103	753	3,235	9,435	6,865	-	7,036	4,334	1,317
Total expenses before depreciation	212,948	28,170	47,336	21,604	79,167	355,475	326,637	606,362	15,908	578,810	444,395	336,503
<b>DEPRECIATION</b>	9,772	651	651	-	1,303	5,863	15,635	5,863	-	9,772	651	7,952
<b>TOTAL EXPENSES</b>	\$ 222,720	\$ 28,821	\$ 47,987	\$ 21,604	\$ 80,470	\$ 361,338	\$ 342,272	\$ 612,225	\$ 15,908	\$ 588,582	\$ 445,046	\$ 344,455

The accompanying notes are an integral part of this statement.



ECKER CENTER FOR MENTAL HEALTH, INC.  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2014

	Program Services - continued						Supporting Services				
	Pre-admission Assessment	Supported Residential Screening	HUD On-site Staff	HUD Leasing	Grandstand HUD Leasing	Supervised Residential	Crisis Residential	Total	Management and General	Fundraising	Total Program and Supporting Services
<b>PERSONNEL:</b>											
Salaries	\$ 40,335	\$ 180,628	\$ 106,698	\$ 42,828	\$ 47,388	\$ 214,854	\$ 250,491	\$ 2,486,920	\$ 263,585	\$ 16,214	\$ 2,766,719
Payroll taxes	2,919	12,880	7,553	3,003	3,407	14,759	14,163	185,038	17,203	1,240	200,481
Employees benefits	8,178	36,729	21,976	8,564	-	43,820	40,481	512,267	78,622	3,993	594,882
Total personnel	51,432	230,237	136,227	54,795	50,795	273,433	305,135	3,181,225	359,410	21,447	3,562,082
<b>COMMODITIES:</b>											
Office supplies	565	8,252	2,469	474	2,230	3,261	3,468	78,881	33,950	1,288	114,119
Printing and publications	-	-	-	-	-	-	-	-	113	-	113
Program supplies	-	4,857	2,300	596	209	2,430	1,881	29,641	322	-	29,963
Food and beverages	-	3,702	3,397	1,649	1,355	12,287	3,202	40,166	-	-	40,166
Total commodities	565	16,811	8,166	2,719	3,794	17,978	8,551	148,688	34,385	1,288	184,361
<b>CONTRACTUAL SERVICES:</b>											
Advertising	-	944	410	-	735	194	978	10,080	5,559	775	16,414
Consultation	573	3,239	1,794	547	-	3,150	3,390	591,683	4,815	263	596,761
Rental of equipment	-	-	-	-	366	-	-	366	1,694	-	2,060
Rental of facilities	-	146,085	56,700	132,033	70,149	-	-	415,841	-	-	415,841
Specific assistance - individuals	-	5,552	245	-	6,118	-	64	22,791	-	-	22,791
Insurance	880	-	-	880	-	-	-	7,433	13,136	-	53,295
Utilities	1,351	14,097	9,913	1,351	353	5,135	11,410	96,881	14,086	-	110,967
Repairs and maintenance	2,474	17,446	9,196	2,494	3,056	9,876	30,247	193,170	30,897	-	224,067
Professional services	349	-	-	-	-	-	-	349	23,388	-	23,737
Telephone	292	3,142	1,316	604	14	2,719	1,481	35,084	4,065	140	39,289
Postage	-	-	-	-	-	-	-	-	5,160	437	5,597
Dues and memberships	-	-	-	-	-	-	-	-	21,139	315	21,454
Real estate taxes	-	-	-	-	-	-	-	-	746	-	746
Outside services	46	279	150	52	-	261	280	11,272	280	-	11,552
Total contractual services	5,965	190,784	79,724	137,961	80,791	21,335	55,283	1,417,676	124,965	1,930	1,544,571
<b>OTHER EXPENSES:</b>											
Interest	718	-	-	718	-	1,491	6,060	33,390	11,435	-	44,825
Travel	-	2,260	908	604	718	439	139	12,831	4,756	30	17,617
Training and education	-	295	152	33	152	283	125	3,781	5,550	-	9,331
Special events	-	-	-	-	-	-	-	-	244	17,800	18,044
Miscellaneous	-	488	101	-	-	130	475	4,494	13,485	-	17,979
Total other expenses	718	3,043	1,161	1,355	870	2,343	6,799	54,496	35,470	17,830	107,796
Total expenses before depreciation	58,680	440,875	225,278	196,830	136,250	315,089	375,768	4,802,085	554,230	42,495	5,398,810
<b>DEPRECIATION</b>	1,303	-	651	651	-	8,517	12,378	81,613	12,718	-	94,331
<b>TOTAL EXPENSES</b>	\$ 59,983	\$ 440,875	\$ 225,929	\$ 197,481	\$ 136,250	\$ 323,606	\$ 388,146	\$ 4,883,698	\$ 566,948	\$ 42,495	\$ 5,493,141

The accompanying notes are an integral part of this statement.

ECKER CENTER FOR MENTAL HEALTH, INC.  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2013

	Program Services										
	Community Counsel Services					Program Services					
	Elgin Therapy	Barrington Therapy	St. Charles Therapy	Intake	Nursing	Psycho-Social Rehabilitation	Psychiatrist Services	Case Management	Psychiatric Emergency Program	Community Integrated Living Arrangement	
<b>PERSONNEL:</b>											
Salaries	\$ 86,230	\$ 12,775	\$ 24,754	\$ 34,812	\$ 153,099	\$ 169,596	\$ 1,688	\$ 362,507	\$ 327,802	\$ 207,736	
Payroll taxes	6,175	911	1,790	2,391	14,080	11,194	116	32,149	22,954	14,781	
Employees benefits	16,843	2,298	4,897	6,253	36,453	29,298	1,501	64,897	60,781	38,235	
Total personnel	109,268	15,984	31,441	43,456	203,632	210,088	3,305	459,553	411,537	260,752	
<b>COMMODITIES:</b>											
Office supplies	3,170	747	851	977	3,727	3,393	5,565	11,173	4,228	3,891	
Printing and publications	-	-	-	-	110	-	-	-	-	-	
Program supplies	-	-	-	-	37,718	1,611	-	-	1,590	1,870	
Food and beverages	-	-	-	-	-	1,262	-	-	-	13,364	
Total commodities	3,170	747	851	977	41,555	6,266	5,565	11,173	5,818	19,125	
<b>CONTRACTUAL SERVICES:</b>											
Advertising	-	-	-	12	2,127	129	-	12	463	71	
Consultation	2,651	570	702	763	3,630	3,286	452,645	9,200	3,369	2,268	
Rental of equipment	-	-	-	-	-	-	-	-	-	-	
Rental of facilities	-	1,200	9,619	-	-	-	-	-	-	-	
Specific assistance - individuals	-	-	-	-	-	-	138	5,037	19	12,396	
Insurance	4,778	-	-	717	2,867	7,645	2,867	5,818	717	-	
Utilities	8,161	-	260	1,224	4,897	13,057	4,897	8,161	1,224	6,903	
Repairs and maintenance	17,893	-	764	2,952	14,639	29,535	10,092	19,378	2,523	10,528	
Professional services	-	-	-	-	-	-	-	-	-	-	
Telephone	917	1,635	2,183	340	1,893	2,476	-	4,035	8,580	2,959	
Postage	-	-	-	-	-	-	-	-	-	-	
Dues and memberships	-	-	-	-	-	-	-	-	-	-	
Real estate taxes	-	-	-	-	-	-	-	-	-	-	
Outside services	26	5,387	6	10	49	42	13,582	140	93	62	
Total contractual services	34,426	8,792	13,534	6,018	30,102	56,170	484,221	51,781	16,988	35,187	
<b>OTHER EXPENSES:</b>											
Interest	6,606	-	-	991	3,963	10,569	3,963	6,606	991	-	
Travel	7	-	6	-	44	44	-	2,763	2,749	1,160	
Training and education	128	28	3	-	481	263	-	554	571	622	
Special events	-	-	-	-	-	-	-	-	-	-	
Miscellaneous	419	99	123	-	314	3,138	427	1,068	419	320	
Total other expenses	7,160	127	132	991	4,758	14,014	4,390	10,991	4,730	2,102	
Total expenses before depreciation	154,024	25,650	45,958	51,442	280,047	286,538	497,481	533,498	439,073	317,166	
<b>DEPRECIATION</b>	6,926	462	462	923	4,156	11,082	4,156	6,926	462	12,540	
<b>TOTAL EXPENSES</b>	\$ 160,950	\$ 26,112	\$ 46,420	\$ 52,365	\$ 284,203	\$ 297,620	\$ 501,637	\$ 540,424	\$ 439,535	\$ 329,706	

The accompanying notes are an integral part of this statement.

ECKER CENTER FOR MENTAL HEALTH, INC.  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2013

	Program Services - continued						Supporting Services			Total Program and Supporting Services
	Preadmission Assessment	Supported Residential Screening	HUD On-site Staff	HUD Leasing	Supervised Residential	Crisis Residential	Total	Management and General	Fundraising	
<b>PERSONNEL:</b>										
Salaries	\$ 41,713	\$ 119,686	\$ 97,602	\$ 32,517	\$ 208,340	\$ 248,031	\$ 2,128,908	\$ 328,719	\$ -	\$ 2,457,627
Payroll taxes	2,985	8,558	6,817	2,236	14,497	14,751	156,385	22,843	-	179,228
Employees benefits	7,524	22,736	17,165	5,027	38,225	36,371	388,504	119,748	-	508,252
Total personnel	52,222	150,980	121,584	39,780	261,062	299,153	2,673,797	471,310	-	3,145,107
<b>COMMODITIES:</b>										
Office supplies	378	5,471	2,290	555	2,847	3,120	52,383	57,439	193	110,015
Printing and publications	-	-	-	-	-	-	110	(4)	-	106
Program supplies	-	2,959	1,548	1,016	2,116	6,825	57,253	-	-	57,253
Food and beverages	-	1,436	2,908	1,781	11,890	4,171	36,812	5	-	36,817
Total commodities	378	9,866	6,746	3,352	16,853	14,116	146,558	57,440	193	204,191
<b>CONTRACTUAL SERVICES:</b>										
Advertising	-	996	-	-	-	506	4,316	3,255	130	7,701
Consultation	364	2,026	1,286	253	2,275	2,653	487,941	5,106	-	493,047
Rental of equipment	-	-	-	-	-	-	-	1,605	-	1,605
Rental of facilities	-	106,694	56,700	132,660	-	-	306,873	-	-	306,873
Specific assistance - individuals	-	283	252	376	79	92	18,672	-	-	18,672
Insurance	717	-	-	717	-	6,052	32,895	17,063	-	49,958
Utilities	1,224	12,135	9,196	1,224	5,499	10,337	88,399	17,378	-	105,777
Repairs and maintenance	2,523	8,688	12,130	3,008	13,750	32,489	180,892	40,421	-	221,313
Professional services	1,067	400	-	-	-	1,467	20,631	20,631	-	22,098
Telephone	402	2,921	1,243	602	2,328	1,948	34,462	7,381	-	41,843
Postage	-	-	-	-	-	-	-	3,606	1,208	4,814
Dues and memberships	-	-	70	-	-	-	70	16,673	-	16,743
Real estate taxes	-	-	-	-	-	-	-	808	-	808
Outside services	12	32	25	6	58	56	19,586	-	-	19,586
Total contractual services	6,309	134,175	80,902	138,846	23,989	54,133	1,175,573	133,927	1,338	1,310,838
<b>OTHER EXPENSES:</b>										
Interest	991	-	-	991	2,185	8,367	46,223	6,572	-	52,795
Travel	-	1,248	515	444	646	72	9,654	6,047	196	15,897
Training and education	-	155	55	12	262	170	3,304	5,124	-	8,428
Special events	-	-	-	-	-	-	-	-	20,534	20,534
Miscellaneous	-	1,154	230	-	296	263	8,270	76,764	-	85,034
Total other expenses	991	2,557	800	1,447	3,389	8,872	67,451	94,507	20,730	182,688
Total expenses before depreciation	59,900	297,578	210,032	183,425	305,293	376,274	4,063,379	757,184	22,261	4,842,824
<b>DEPRECIATION</b>	924	-	462	462	8,037	8,773	66,753	29,726	-	96,479
<b>TOTAL EXPENSES</b>	\$ 60,824	\$ 297,578	\$ 210,494	\$ 183,887	\$ 313,330	\$ 385,047	\$ 4,130,132	\$ 786,910	\$ 22,261	\$ 4,939,303

The accompanying notes are an integral part of this statement.

ECKER CENTER FOR MENTAL HEALTH INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND NATURE OF ACTIVITIES:

Ecker Center for Mental Health, Inc. (the Center) is a not-for-profit charitable organization offering various psychiatric services for adults primarily in Kane and Western Cook Counties.

The financial statements were available to be issued on October 8, 2014, with subsequent events being evaluated through this date.

The following is a brief summary of the accounting policies adopted by the Center:

Basis of Accounting -

The Center records its financial transactions and maintains its books and records on the accrual basis of accounting which recognizes revenue as it is earned and expenses as they are incurred.

Cash and Cash Equivalents -

The Center considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

Credit Risk -

Financial instruments, which potentially subject the Center to concentrations of credit risk, consist principally of cash. The Center places its cash and deposits with high credit quality financial institutions; however, deposits may exceed the federally insured limits from time to time.

Program Services Fees Receivables -

Program service fees receivable are stated at the amount management expects to collect from outstanding balances. The Center establishes an allowance for doubtful accounts based on past experience and analysis of current receivable collectibility.

Grants Receivable -

Grants are recognized as revenue in the period pledged. Grants are recorded at net realizable value if expected to be collected in more than one year. The Center establishes an allowance for uncollectible grants based on historical collection experience. Conditional grants are recognized only when the conditions on which they depend are substantially met and the pledges become unconditional.

Property and Equipment -

Property and equipment which cost exceeds \$5,000 and have estimated useful lives of greater than one year are capitalized. Maintenance, repairs and renewals which neither materially add to the value of the property nor appreciably prolong its life are charged to expense as incurred. Property and equipment are recorded at cost or estimated fair value, if donated. Gains or losses on dispositions of property and equipment are included in income. Depreciation is computed using the straight-line method over the estimated useful lives of the assets as follows:

Building and leasehold improvements	15-39 years
Furniture, equipment and software	3-12 years
Vehicles	3-5 years



(1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND NATURE OF ACTIVITIES:  
(Continued)

Contributed Goods and Services -

Certain contributed goods and supplies are recorded as support and expense at fair market value when determinable, otherwise, at values indicated by the donor. Unpaid volunteers have made contributions of their time to develop and administer the Center's programs. No amounts have been reflected in the financial statements for those services since they do not meet the criteria for recognition under accounting principles generally accepted in the United States of America.

Support -

Contributions received and unconditional promises to give are measured at their fair values and are reported as an increase in net assets. The Center reports gifts of cash and other assets as restricted support if they are designated as support by the donor for a specific purpose or a future period. When a donor 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 Center reports gifts of goods and equipment as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how or when the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support.

Absent explicit donor stipulations about how long those long-lived assets must be maintained, the Center reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

Use of Estimates -

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates and the differences could be material to these financial statements.

Functional Allocation of Expenses -

The cost of providing the Center's various programs and supporting services has been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

(2) INVESTMENTS:

Investments of the Center are carried at fair value and at June 30, 2014 and 2013 are summarized as follows:

	<u>2014</u>		<u>2013</u>	
	<u>Value</u>	<u>Cost</u>	<u>Value</u>	<u>Cost</u>
Mutual funds	<u>\$ 240,126</u>	<u>\$ 187,561</u>	<u>\$ 195,724</u>	<u>\$ 181,997</u>

Total investment return consists of the following for the years ended June 30, 2014 and 2013.

	<u>2014</u>	<u>2013</u>
Dividend income	\$ 5,564	\$ 3,423
Unrealized gain on investments	<u>38,835</u>	<u>27,955</u>
Total investment return	<u>\$ 44,399</u>	<u>\$ 31,378</u>

(3) FAIR VALUE MEASUREMENTS:

The Accounting Standards Codification for fair value measurements establishes a single definition of fair value and a framework for measuring fair value, sets out a fair value hierarchy to be used to classify the source of information used in fair value measurement and expands disclosures about fair value measurements required under other accounting pronouncements. It does not change existing guidance as to whether or not an instrument is carried at fair value.

The codification established market and observable inputs as the preferred source of values, followed by assumptions based on hypothetical transaction in the absence of market inputs.

The valuation techniques are based upon observable and unobservable inputs. Observable inputs reflect market data obtained from independent sources, while unobservable inputs reflect the Center's market assumptions. These two types of inputs create the following fair value hierarchy.

Level 1 - Quoted prices in active markets for identical assets or liabilities.

Level 2 - Observable inputs other than quoted prices included in Level 1, such as quoted prices for similar assets and liabilities in active markets; quoted prices for identical or similar assets and liabilities in markets that are not active; or other inputs that are observable or can be corroborated by observable market data.

Level 3 - Unobservable inputs that are supported by little or no market activity and that are significant to the fair value of the assets or liabilities. These inputs reflect management's own assumptions about the assumptions a market participant would use in pricing the asset or liability. This includes certain pricing models, discounted cash flow methodologies and similar techniques that use significant unobservable inputs.

(3) FAIR VALUE MEASUREMENTS: (Continued)

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at June 30, 2014 and 2013.

Mutual Funds: Valued at the net asset value (NAV) of shares held at year end.

The preceding methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, although the Center 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.

The following table sets forth by level, within the fair value hierarchy, the assets at fair value:

<u>Description</u>	<u>Assets at Fair Value as of June 30, 2014</u>			
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Mutual funds:				
Growth funds	\$ 233,779	\$ -	\$ -	\$ 233,779
Money market funds	6,347	-	-	6,347
Total mutual funds	<u>\$ 240,126</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 240,126</u>

<u>Description</u>	<u>Assets at Fair Value as of June 30, 2013</u>			
	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Mutual funds:				
Growth funds	\$ 189,378	\$ -	\$ -	\$ 189,378
Money market funds	6,346	-	-	6,346
Total mutual funds	<u>\$ 195,724</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 195,724</u>

(4) RELATED PARTY TRANSACTIONS:

The Center entered into an agreement to lease facilities from Fox Valley Mental Health Foundation (the Foundation) at a monthly rental payment of \$12,925 (\$155,100 annually) during the years ended June 30, 2014 and 2013. The Center has advanced \$67,673 in which the Board of the Foundation has discussed making monthly payments of \$5,000 including interest at a rate of 5% until balance is paid in full.



(5) TAX-EXEMPT STATUS:

The Center has been determined to be exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code pursuant to a letter dated June, 2002. However, certain debt-financed rental property is subject to unrelated business income tax.

The Center files income tax returns in the U.S. federal jurisdiction and Illinois. With few exceptions, they are no longer subject to U.S. federal, state and local, or non-U.S. income tax examinations by tax authorities for years before 2010. The Center does not expect a material net change in unrecognized tax benefits in the next twelve months.

(6) COMMITMENTS AND CONTINGENCIES:

Operating Leases -

The Center is obligated under the terms of operating leases for office space and equipment.

The office space lease agreements require total monthly rental payments between \$200 and \$805 with various expiration dates through December 31, 2014. There is another lease that is month-to-month. The terms of the lease agreements require the Center to be responsible for utilities, general maintenance, and public liability insurance. The Center also leases facilities from a related party, which requires monthly rental payments totaling \$12,925. The leases are renewed every year for one year.

The Center leases various apartment units on a month-to-month basis on behalf of the Center's clients through its HUD Leasing Program. The monthly rental payments are between \$774 and \$1,000.

The Center has an equipment lease that requires a monthly rental payment of \$129 with an expiration date in December, 2014. The Center is also responsible for general maintenance of the equipment and to maintain adequate insurance.

Total future minimum lease commitments for the remaining terms of the leases as of June 30, 2014 are summarized as follows:

<u>For the year ending</u>	<u>Office Space</u>	<u>Equipment Rental</u>	<u>Total</u>
2015	<u>\$ 148,100</u>	<u>\$ 774</u>	<u>\$ 148,874</u>

Total rental expense for the years ended June 30, 2014 and 2013 was \$417,902 and \$308,478, respectively.

Federal and State Grants -

The Center receives significant financial assistance from several federal, state and local government agencies in the form of grants. Program revenue in excess of program expenses is typically subject to recapture under various provisions. Additionally, the disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability to the Center.



(7) LEASING ACTIVITY:

Rental income is derived from leasing office space to unrelated tenants under non-cancelable operating leases with a monthly rent of \$1,035 through June, 2014, at which time the majority of the tenants will have an option to renew their leases.

The rental real estate held for lease consists of 1,465 square feet which represents approximately 4% of the Center's premises in Elgin, Illinois.

(8) NOTES PAYABLE:

Note payable at June 30, 2014 and 2013 consisted of the following:

	<u>2014</u>	<u>2013</u>
Payable in monthly installments of \$7,032, principal and interest, bearing interest at 5.0%, due in October, 2018, and secured by land and a building.	\$ 794,315	\$ -
Payable in monthly installments of \$6,891, principal and interest, bearing interest at 5.9%, due in November 2013, and secured by land and a building	-	827,885
Payable in monthly installments of \$2,034, principal and interest, bearing interest at 5.6%, due in January, 2016, and secured by land and a building.	<u>33,703</u>	<u>55,294</u>
Total	<u>\$ 828,018</u>	<u>\$ 883,179</u>

Principal payments due on long-term debt during each of the next three fiscal years are as follows:

<u>Year ending</u> <u>June 30</u>	
2015	\$ 60,032
2016	50,916
2017	42,073
2018	44,556
2019	<u>630,441</u>
Total	<u>\$ 828,018</u>

(9) EMPLOYEE RETIREMENT PLAN:

The Center maintains an employee retirement plan available to all full-time employees who have completed one year service. The Center's required contribution is a percentage of the employee's annual salary based on years of service as follows:

<u>Years of Service</u>	<u>Percent</u>
1 - Less than 3	2.5%
3 - Less than 6	4.0%
6 - Less than 10	5.5%
10 - or more	7.0%

All contributions are fully vested in tax-sheltered annuities. The Center follows the policy of funding contributions to the plan on a current basis. The contributions for the years ended June 30, 2014 and 2013 were \$95,908 and \$93,543, respectively.

(10) TEMPORARILY RESTRICTED NET ASSETS:

Temporarily restricted net assets of \$95,398 and \$98,889 relate to time restrictions on grants receivable and cash for the periods after June 30, 2014 and 2013, respectively.

(11) CONCENTRATIONS:

Approximately 59% and 64% of the Center's funding for the years ended June 30, 2014 and 2013, respectively, was provided by grants from the Illinois Department of Human Services.

*Ecker Center for Mental Health*

*Annual Report*  
*F.Y. 2014*

*The Joint Commission accredited*  
*United Way & Mental Health Board funded*

# Ecker Center for Mental Health

1845 Grandstand Place Elgin, Illinois 60123-4983

October, 2014

Dear Friends,

During FY 2014 the Ecker Center expanded its programming, engaged in new client serving initiatives and adapted to a new evolving funding environment.

In recent years, we have served only adults with serious mental illnesses in most of our programs. But to meet the community need that was created when the Larkin Center closed in late 2013 we agreed to take over their youth and families counseling program. The agency that took over the other Larkin Center programs was unable to keep them going, but our former Larkin services are thriving.

To enhance client services we developed and launched an in-house training program to enable clients with well-established recovery skills to become peer leaders who deliver services to other peers. This program qualifies successful participants to fulfill many of the requirements of the state's professional Consumer Recovery Support Specialist (CRSS) credentialing process, which prepares them for paid employment.

In preparation for the Center to become smoke free at all locations in 2014, the entire staff studied the dangers of smoking and smoking cessation methods and programs. Staff at all levels shared this information with clients and encouraged them to become smoke free for the sake of their health. People with mental illness constitute about 20% of the U.S. population and 50% of U.S. deaths caused by smoking.

Our mission includes making rather expensive mental health services available to those who need them and approximately 67% of our clients have incomes at poverty level or below. The State of Illinois and the federal government are the largest funders of our services. During this year we signed contracts with the eleven Medicaid insurance companies and other entities that the state has engaged to carry out their Medicaid Mental health program. Less than two years ago the State of Illinois was the only entity we billed for the Medicaid services we provided, now there are eleven.

In addition to the State, funding for our services comes from the generosity of foundations, business and individual donations, as well as United Ways/Community Chests, municipalities and townships. We are deeply grateful for the support we receive because it enables us to carry out our mission: *empowering our clients in creating their highest quality of life.*

Sincerely,



Aaron Sellers  
Board Chairman



Karen Beyer  
Executive Director

*Hope, Recovery and Well Being*

Voice 847-695-0484

DEAF/HARD OF HEARING: ILLINOIS RELAY CENTER AT 711

FAX: 847-695-1265

[www.eckercenter.org](http://www.eckercenter.org)





# Ecker Center for Mental Health Annual Report 2014

## Board of Directors (July 1, 2013 – June 30, 2014)

<b>Officers:</b>	Chairman Dave Conroy	Sales Manager Gordon Flesch Co.
	Vice Chairman Aaron Sellers	CEO Comprehensive Training Solutions, Inc.
	Secretary Dr. Vicki Alden	Private Practice Psychotherapy
	Treasurer Stephen Tousey	Attorney at Law Early, Tousey, Regan & Wlodek
<b>Directors:</b>	Sandy Kaptain	Registered Nurse
	Alan Kirk	COO, Results Medical Consulting, LLC
	Timothy Sheldon	Judge, Retired
	Tanya Stewart	Student

### Committee Members:

Susan Angell-Case  
Lori Conroy  
Jack Hein  
Laurie Huske  
Russell Matson  
Jaye Nichols  
Jeff Nyman  
John Ostrem  
Laurel Warren

### Management Team:

Karen Beyer, MSW, MPA, MBA, LCSW, CSWM  
Executive Director

Caroline Bailey, MSW, LCSW  
Director of PEP & Therapy Services

Tim Bates, BS  
Director of Accounting, Facilities & Office Operations

Victoria Gesinger, MA, LCPC  
Director of Residential Services

Heidi Napolitano, RN-BC  
Director of Medical Services

Ramona Grauzinis, MBA, SPHR  
Director of Resource Development

Rick Vander Forest, MS  
Director of Emergency, Recovery and Information Services

## **Categorization of Recipients by Service**

**Total number of People Served FY 2014** **3,940**

The Ecker Center is a comprehensive community mental health center where clients often receive multiple services.

<b><u>Service</u></b>	<b><u>Recipients of Service</u></b>
Psychiatric Emergency Program	1,442
Crisis Residential Program	108
Therapy	860
Psychosocial Rehabilitation Program	314
Case Managers	2,559
Psychiatric Nurses	1,339
Psychiatric Evaluations & Psychiatric Services	1,960
Residential	127

# Ecker Center for Mental Health

*Crisis Services (847) 888-2211 Intake (874)-695-0484 ext. 1898*

*All Other Services (847) 695-0484*

The Ecker Center, a nonprofit community mental health center, has served the community since 1955. It has an array of outpatient mental health services to help people with mental illness and those who support them. Our Elgin office at 1845 Grandstand Place is home to all outpatient services, and our satellite offices in St. Charles and Streamwood provide therapy services. Twenty four hour psychiatric emergency services are available at Ecker's PEP Program at Advocate Sherman Hospital on Randall Road in Elgin. Services are provided in English and Spanish and all programs are accredited by the Joint Commission. In FY 2014 we served 3,940 individuals.

## **Services for people of all ages**

- The Psychiatric Emergency Program (PEP) provides walk in psychiatric crisis services at the Advocate Sherman Hospital Emergency Department and by phone 24 hours a day
- Psychiatrists provide diagnostic assessment, consultation and prescriptions for medications
- Psychiatric nurses help clients follow treatment plans and obtain the psychotropic medications
- Therapists provide problem focused individual and group therapy
- Our intake specialist provides information and referral to other resources

## **Services for adults only**

- The Crisis Residential Program provides short term 24 hour treatment and support services during psychiatric crisis
- Our Intensive Outpatient program provides treatment and support services for individuals in need of daily short term stabilization services
- Case managers help people establish incomes, apply for benefits and obtain housing, dental and general healthcare
- The Psychosocial Rehabilitation Program (PSR) helps people manage symptoms of mental illness and improve their daily living skills
- Longer term residential options provide support and skill building

## **Additional Services for Ecker Clients of All Ages**

- Pharmacy provided by Genoa Healthcare
- Primary healthcare provided by VNA Healthcare

## **Service Availability:**

- Services for psychiatric emergencies, not manageable by routine appointments, are available 24/7/365
- Medicaid, with co-payment, is accepted for all our medically necessary covered services
- Medicare assignment and some private insurance is accepted for covered psychiatry and therapy services, co-payments apply
- Sliding fee scale rates are available to low income individuals
- Outpatient services can be purchased at the Center's full costs, which are below commercial rates

We accept Medicaid & Medicare with co pays and most private insurance. Clients without insurance who live in northern Kane County and/or Hanover and Barrington Townships pay according to our subsidized fee scales.

*Services funded by the State of Illinois, the United Ways of Elgin, Barrington, Central Kane, Metropolitan Chicago and Geneva Community Chest, the Hanover Township, Geneva and St. Charles Mental Health Boards, Elgin and Barrington Townships and donations from individuals and foundations.*

[www.eckercenter.org](http://www.eckercenter.org)

8-3-'14

STATEMENT OF REVENUE AND EXPENSES  
FISCAL YEAR 2014 AUDITED

<b>Community Revenue</b>		
Fundraising	\$	86,825
United Way and Community Chest, Municipalities and Townships		103,074
Other		165,565
<b>Total Community Revenue</b>	<b>\$</b>	<b>355,464</b>
 <b>Government Revenue</b>		
Illinois Department of Human Services	\$	3,110,171
Department of Housing and Urban Development		470,419
Other		266,500
<b>Total Government Revenue</b>	<b>\$</b>	<b>3,847,090</b>
 <b>Agency General Revenue</b>		
Program Service Fees	\$	961,434
Investment and Other Income		142,440
<b>Total Agency Generated Revenue</b>	<b>\$</b>	<b>1,103,874</b>
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>5,306,428</b>
 <b>Direct Program Expenses</b>		
Therapy Programs	\$	321,132
Intake		80,470
Nursing		361,338
Psycho-social Rehabilitation		342,272
Psychiatric Services		612,225
Housing PSH Bridge Program		15,908
Case Management		588,582
Psychiatric Emergency Program		445,046
Community Integrated Living Arrangement		344,455
Preadmission Assessment		59,983
Supported Residential Screening		440,875
HUD On-Site Staff		225,929
HUD Leasing		197,481
Grandstand HUD Leasing		136,250
Supervised Residential		323,606
Crisis Residential		388,146
<b>Total Program Expenses</b>	<b>\$</b>	<b>4,883,698</b>
 <b>Support Services</b>		
Administration	\$	566,948
Fundraising		42,495
<b>Total Support Services</b>	<b>\$</b>	<b>609,443</b>
<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>5,493,141</b>



## Contributors

We are pleased to acknowledge gifts to the Ecker Center for Mental Health Center received from the following friends and supporters between July 1, 2013 and June 30, 2014.

Advocate Health Care	Castro, Cristina
Agnoletti, Janet	Chapman, John & Katherine Fackler-Chapman
Alden, Dr. Vicki	Chicago Bears Football Club
Alfred Bersted Foundatione	Chicago Marriott Northwest
Alm, Dr. Walter	Childers, John & Charene
Anderson, Tom & Chere	City of Elgin
Anonymous	City of Geneva 708 Board
Anwar, Dr. Syed & Waheeda	City of St. Charles 708 Board
Art For All	Classic Cinemas
Artistic Carton Company	Colley Elevator Co.
Arthur, James N., (Estate )	Colligan, Colleen
Ashbaugh, Michael & Cathy	Colonial Ice Cream, Inc.
Bailey, Caroline	Community Crisis Center, Inc.
Barbezat, Michel & Mary Ellen	Comprehensive Training Solutions
Barrington Area United Way, Inc.	Conroy, David & Lori
Barrington Township	Cooper's
Beck, Sandra	Covich, Wendy
Berna, Joan	Crytser, Carol
Berna Moving & Storage	Dawson, Eugene & Jane
Bethers, Larry	Demi & Cooper, Inc.
Bethlehem Lutheran Church Women	Diamond, Lynne
Beyer, Karen	Direct Impact Designs, Inc.
Big Apple Bagels	Dobosz Law Offices, P.C.
Big Skillet Restaurant & Pancake House	Domani Café
Birr, Jeff	Dugan & Lopatka, CPA's
Bitter, James & Laurie	Dundee Manor Restaurant
Blizzard, Harry	Dunning, Charles & Patricia
Block, Dale & Constance	Eakins, Edward & Elizabeth
BlueCherry	Eaton, James & Kathleen
Boisclair, Ann	EFS Foundation
Booth, Jack & Wilma	Egg Harbor Café, Geneva
Brady & Jensen, LLP	Elbert, Marvin & Donna
Brittain's Express Oil & Lube, Inc.	Elgin Academy
Burnidge, Nancy	Elgin Cosmpolitan Club
Bunge's Tire & Auto	Elgin Industries
Butler, Carol	Elgin Junior Service Board
Byrnes, Shirley May	Elgin State Bank
Cadence Fitness & Health Center	Elgin Symphony Orchestra
Carreon, Cecilia	Elmer, Charles
Carroll, Jane	Emmett's Brewing Co.
Carter, Garth & Lisa	Ewers, Arlen & E. Jelayne
Case, Gary & Susan Angell Case	Farnham, Rep. Keith
Cassell, Chuck	Fifth Third Bank

## Contributors

First Community Bank  
First Presbyterian Church USA  
Flaherty, Nancy  
Follrath, Joe  
Fox Valley Fire & Safety Co.  
Fox Valley Repertory  
Francesca's Restaurant  
Frantonio's Italian Café  
FYDOLAND  
Gail Borden Public Library  
Garcia, Jaime  
Geneva Community Chest  
Gordon Flesch Company  
Graham's Fine Chocolates  
Grand Victoria Foundation  
Grauzinis, Al & Ramona  
Greater Elgin Family Care Center  
Gross, Medina  
Habun, Danise  
Hampton Inn, Elgin  
Hampton Inn & Suites, St. Charles  
Hansemann, Bruce and Murna  
Hannula, Thomas & Sue  
Hanover Township Mental Health Board  
Hardie, Kelley  
Harney, Edward & Susan  
Harvey and Ethel Daeumer Foundation  
Hayes, James & Barbara  
Hedberg, Sofia  
Hein, A. Jack  
Helm, Ralph & Vera  
Hewitt, Dennis & Mary  
Hilton Garden Inn, St. Charles  
Hoelt, Elizabeth  
Hoffer Foundation  
Hogrewe, Charles & Cheryl  
Holiday Inn Hotel And Suites  
Hudgens, Paul & Sarah  
Hughes, David & Mary  
Huske, James & Laurie  
IHC Construction Companies L.L.C.  
Inland Bank & Trust  
Integrity School of Dance  
The IHC Group Foundation  
Illinois Tool Works Foundation  
Irizarry, George & Jacqueline  
Jakle, Rick & Sharon  
Jens, Jeffrey  
Jensen, Elmer & Erickson, Karen  
Jimmy's Charhouse  
John E. Regan Law Offices, Ltd.  
Jones, William & Janet  
Judson University  
Kane County  
Kaptain, David & Sandra  
Kirk, Alan & Sandra  
Kirkland, Jr., Alfred & Janine  
Kosnoff, Gary & Connie  
Kundrat, Cindy  
LaForge, Lisa  
Laird, Donald & Patricia  
Lamp Inc.  
Lamp, Luann  
Larkin Café Restaurant  
Lazarus House  
Lempa, Len & Gina  
Lexmark  
Likou, Emmanuel & Carolyn Kirk- Likou  
Linden Group Health Services  
Lundstrom Insurance  
Lytle, Miriam  
Malm, Robert & Carolyn  
Mancilla, Charles & Claire  
Mander, Sharon  
Marmer, Alvin & Gail  
Max McGraw Wildlife Foundation  
McClelland, Maureen  
McClendon, Julia  
McGrath Nissan, Inc.  
McGuire, Deborah  
McKay, Michael & Kelly  
McNish, J. A. & Diana  
Meek, William & Mary  
Merchants & Manufacturers Bank  
Million Dollar Round Table Foundation  
Miner, Elmer E.  
Missele, Carl & M. Christine  
Moylan, William & Susan

## Contributors

Myers-Bauer, Lois  
NAIFA Fox Valley  
NAMI Kane County  
Nash Disability Law  
Nauman, Roberta  
Navin, John & Mary  
Nelson, Charles & Nancy  
Network It Easy, Inc.  
Nordigian-Munson, Ruth  
Northeast Kane Co. Chapter of Thrivent  
    Financial for Lutherans  
Ollayos, Dr. Clare  
O M Medispa  
Ostrem, John & Denise  
Otto Engineering, Inc.  
Paramount Theatre  
Penny, Michael & M. Elizabeth  
Petersen, Gary & Helen  
Platt Hill Nursery  
Piela, Ronald & Lyneta Grap-Piela  
Prizy, Sharon  
Rabchuk, John & Cheryl  
Ralph Helm, Inc.  
Rauschenberger Partners  
Renz Center  
Rice, M. L.  
Riggs, Robert  
Rosenfeld, Dr. Joseph  
    & Maureen Manning-Rosenfeld  
Ross, Renee  
Rotary Charitable Projects Foundation  
Royal Coach, Ltd.  
Samaritan of the Far West Suburbs  
Schefflow, Florence  
Schneider, William  
Schoenholtz, Bette  
Schueneman, Arthur & Nancy  
Shales, Jack and Marlene  
Shales, John  
Shales McNutt Construction  
Shankar, Dr. Guru  
Sheldon, Tim & Kathy  
Sherwin, Marilyn  
Shop and Share volunteers  
Siems, Ronald & Bonnie  
Sinnett, Jr., Richard & Karen  
Sitz, Gareth & Paul  
Skeels, Lucille  
Smitty's On the Corner  
Southwest Airlines  
Spiers, Teri  
St. Charles Bank & Trust  
Tabernacki, Donna  
The Bread Basket Restaurant  
The National Bank  
Tom's Auto Clinic  
Tousey, Stephen & Susan  
Town of Elgin  
Town of St. Charles  
Trapani, Andrew  
Tri-State Carpet & Decorating, Inc.  
Unitarian Universalist Church of Elgin  
United Way of Central Kane County  
United Way of Elgin  
United Way of Metropolitan Chicago  
Valentine Insurance Agency, Inc.  
Valley Acupuncture Health Solutions  
Vander Forest, Rick  
Van's Frozen Custard  
Verizon Foundation  
Village of Streamwood  
The Village Squire  
Walters, John  
Ward, Margie  
Warren, Michael & Laurel  
William Blair & Company Foundation  
Wine Sergi Insurance  
Withers, Wendy  
Women of The Moose Elgin Chapter 610  
Wong, Michael & Jennifer  
Wood, Laurie  
Wooten, June  
World Wide Network Solutions  
Youngren, Thomas & Linda  
YWCA Elgin

## Contributors

### *In Memorium Phil Asplund:*

Ashbaugh, Michael & Cathy

Beyer, Karen

Butler, Carol

Eaton, James & Kathleen

The Greens Association of Elgin Condominium

Haas, James

Katzfey, Robert & Barbara

Lamp, Eugene

Lamp, Luann

Mancilla, Charles & Claire

Marmer, Alvin & Gail

Nordigian-Munson, Ruth

Riggs, Robert

Ross, Renee

Schneider, William

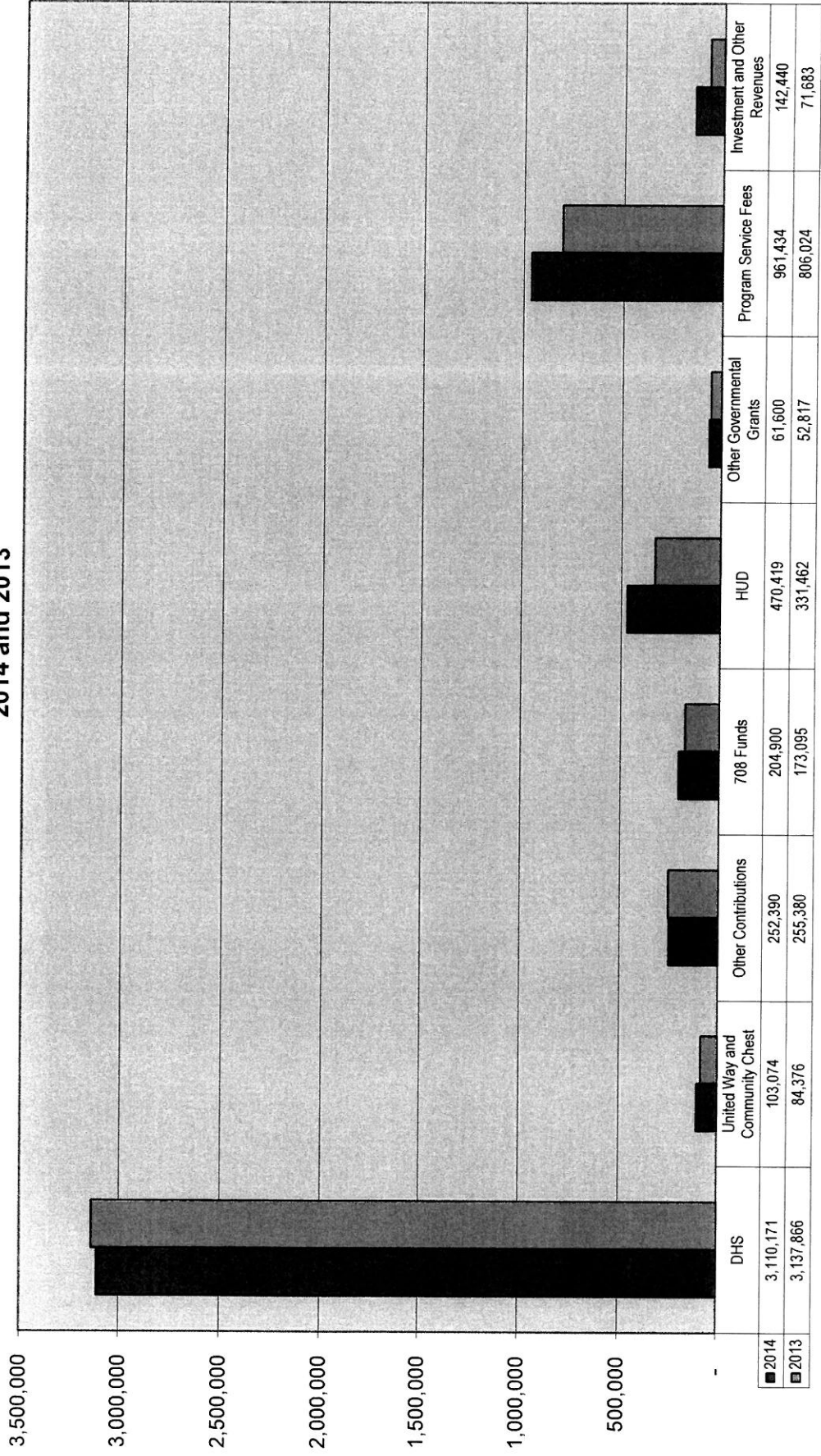
Siems, Ronald & Bonnie

Skeels, Lucille

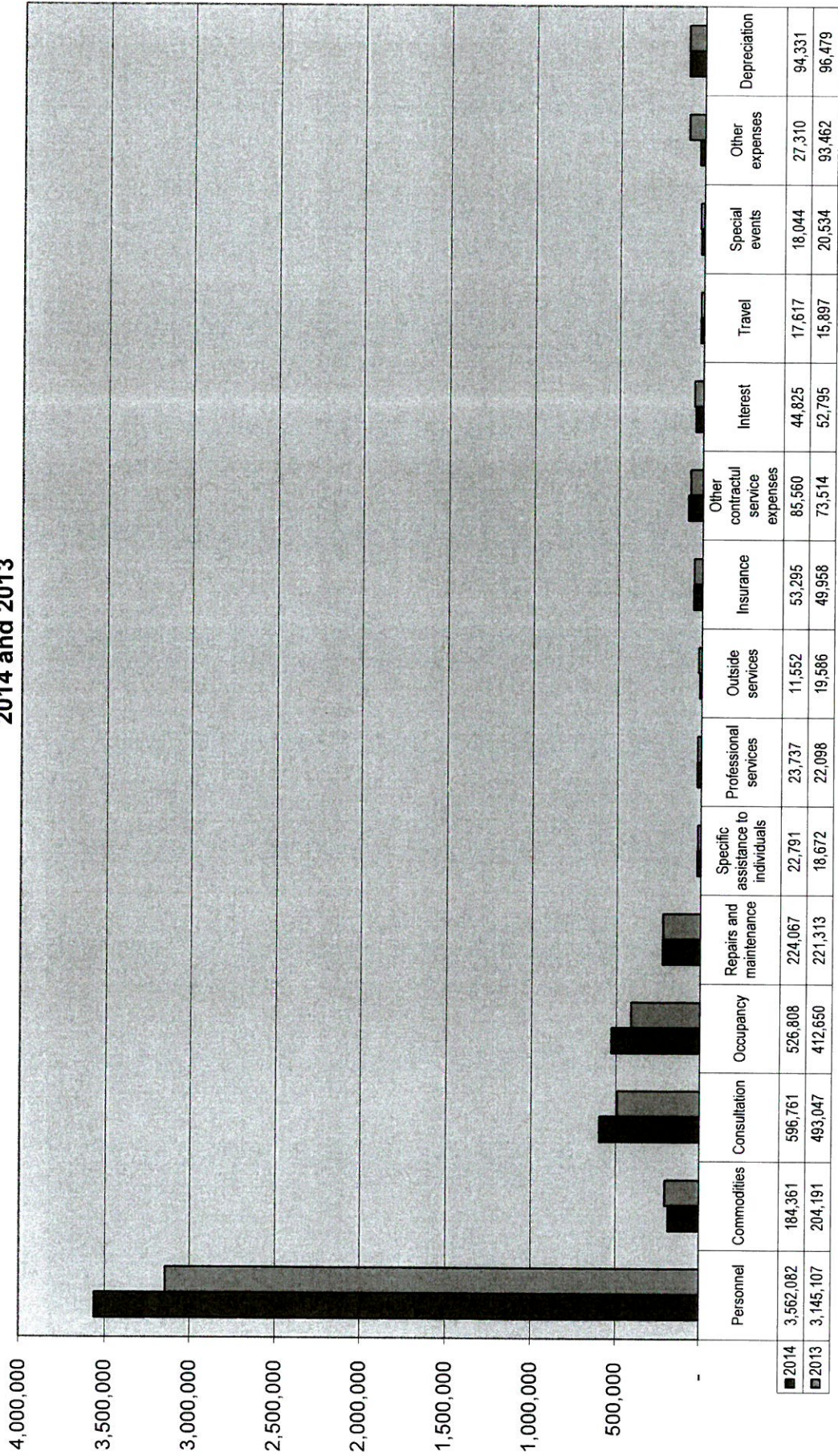
Vombrack, Paul



**Ecker Center for Mental Health, Inc.  
Revenue by Source  
2014 and 2013**

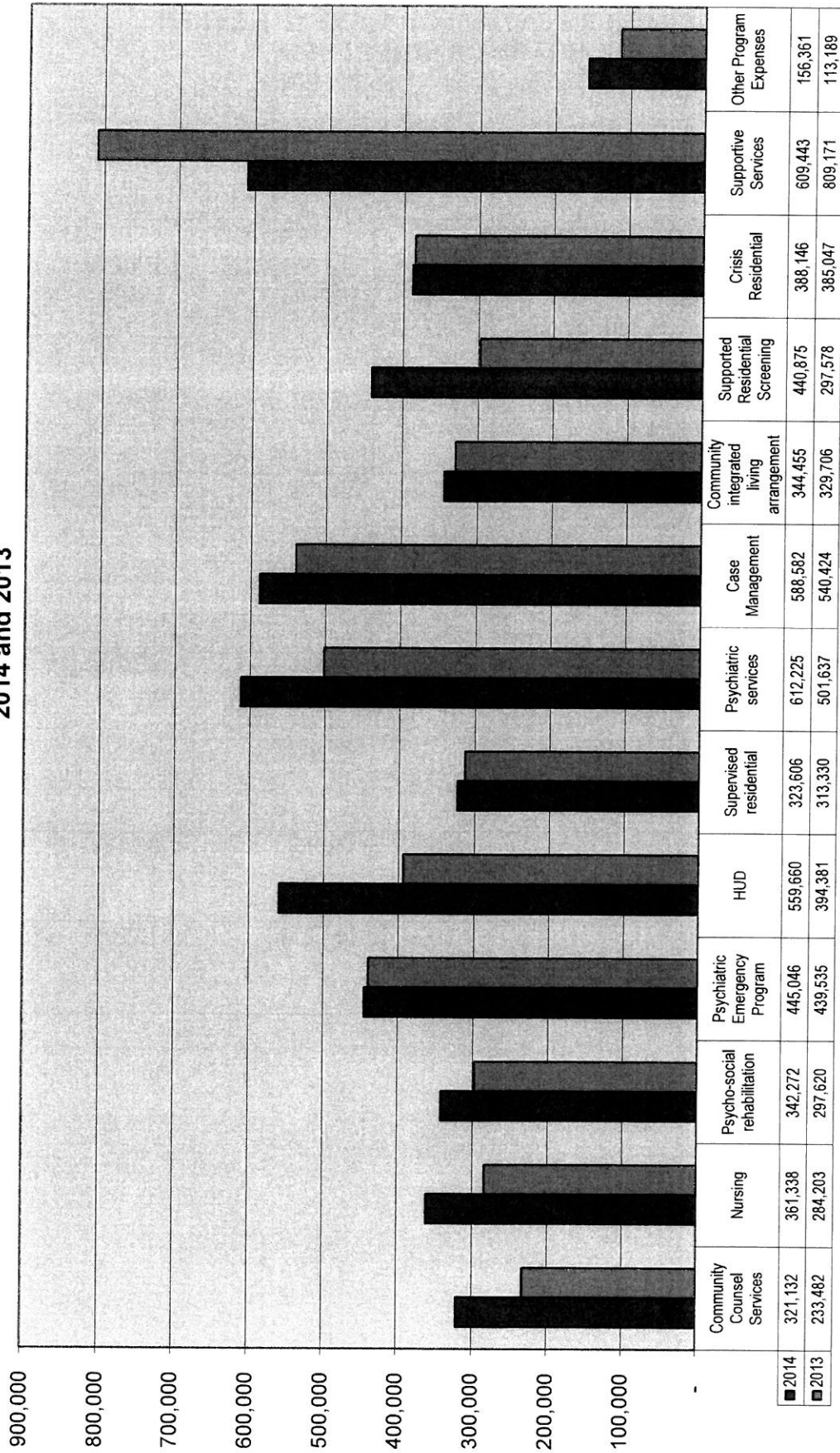


**Ecker Center for Mental Health, Inc.  
Functional Expenses  
2014 and 2013**





**Ecker Center for Mental Health, Inc.  
Program Expenses  
2014 and 2013**



**ECKER CENTER FOR MENTAL HEALTH  
BOARD OF DIRECTORS  
October 2014 – October 2015**

<b>NAME/EMPLOYER/POSITION</b>	<b>MEMBER SINCE</b>	<b>TERM EXPIRATION</b>
<b>Sellers, Aaron</b> , Chairman Comprehensive Training Solutions, Inc. CEO	10/2006	10/2015 – 3 <sup>rd</sup>
<b>Alden, Dr. Vicki</b> , Vice Chairwoman Private Practice, Psychotherapy	8/2010	8/2016 – 2 <sup>nd</sup>
<b>Tousey, Stephen</b> , Treasurer Early, Tousey, Regan & Wlodek Attorney at Law	2/2012	2/2015 – 1 <sup>st</sup>
<b>Kaptain, Sandy</b> , Secretary Registered Nurse	10/2013	10/2016 – 1 <sup>st</sup>
<b>Kirk, Alan</b> Results Medical Consulting, LLC COO	8/2004	8/2016 – 4 <sup>th</sup>
<b>Conroy, David</b> Gordon Flesch Co. Sales Manager	12/2006	12/2015 – 3 <sup>rd</sup>
<b>Sheldon, Timothy</b> Judge, Retired	8/2013	8/2016 – 1 <sup>st</sup>
<b>Hein, Jack</b> Thrivent Financial Associate	10/2014	10/2017 – 1 <sup>st</sup>



## **Ecker Center for Mental Health**

### **Board of Directors' Election, Qualifications and Terms**

New Ecker Center board members are elected by a majority of the board for three, three year terms. No director shall be qualified to hold office more than three consecutive terms except upon recommendation of the Governance Committee to serve an additional term. Board members must leave the board for at least a year after the terms are over, and after that year they are eligible to be invited, once again, to join the board. Most board members have been recruited first to serve on committees of the board. If they serve faithfully and indicate that they would like to join the board of directors, they are invited to join the board.

Ecker Center seeks board members of all ages that have expertise in medicine, business, law, accounting, management and are from, or knowledgeable about, the communities that the Center serves. By plan, the board represents the ethnic and cultural diversity of the communities that the Ecker Center serves. In the last four years, the board has not been able to recruit a Hispanic member, and the group is working to remedy this situation.



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248206044  
Jan. 25, 2013 LTR 4168C E0  
36-2312495 000000 00

00015077  
BODC: TE

ECKER CENTER FOR MENTAL HEALTH INC  
1845 GRANDSTAND PL  
ELGIN IL 60123-6603



016350

Employer Identification Number: 36-2312495  
Person to Contact: Ms. Smith  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 15, 2013, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in March 1956.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248206044  
Jan. 25, 2013 LTR 4168C E0  
36-2312495 000000 00  
00015078

ECKER CENTER FOR MENTAL HEALTH INC  
1845 GRANDSTAND PL  
ELGIN IL 60123-6603

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

*Richard McKee*

Richard McKee, Department Manager  
Accounts Management Operations





# **Lazarus House**



City of St. Charles  
708 Mental Health Board  
Accountability Report for Funds Expended Checklist

It is the responsibility of the agency requesting City of St. Charles 708 Mental Health Board funding to verify all Accountability Report requested information is submitted at the time of application submission.

Please use the following checklist to sign off as you compile your application packet for submission. Incomplete applications or applications submitted after **February 6, 2015 – NOON** will not be considered for funding for the 2015/2016 funding period.

**Please submit your information in the order in which it appears on the application.**

**Initialed by Grant Requestor as included in application packet**

- 1:  Agency and contact information completed.
- 2:  2015/2016 total funding request is: \$ 49,230.
- 3:  Completed narrative mission of the organization as it relates to the City of St. Charles 708 Mental Health Board's charged areas of residents with, or at risk of:
  - a. mental disorders
  - b. developmental disabilities, including mental, retardation, cerebral palsy, epilepsy and autism
  - c. substance abuse
  - d. drug abuse
- 4:  You have **specifically** described your organization's goals as it relates to our mission.
- 5: *Keeping in mind individuals are to be counted only once, regardless of the number of times served per fiscal year though direct number of hours these individual are served need to be quantified.*

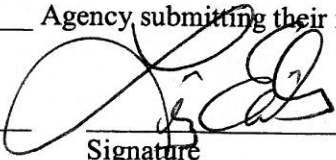
On the application you have broken down/described:

- How funds will be expended and have quantified services provided to City of St. Charles residents.
- Attached annual detailed budget or year ending Financial Statements and annual report.
- Described St. Charles 708 Fund Expenditure History.
- The total direct number of individuals your agency served in the past year 393 (individuals).
- Direct number living *within the City of St. Charles city limits* served in this timeframe 194 (individuals).
- Direct number of service hours provided to City of St. Charles residents: 15,120.
- Quantified costs allocated to the services provided, i.e., cost per hour and or program costs for City of St. Charles residents \$556,500.
- Identified other services provided to and for the City of St. Charles' residents.
- Attached a list of current Board of Directors for you agency *as specified in our application*.
- Attached a copy of your current 501 (c) (3).

*Keep in mind individuals are to be counted only once, regardless of the number of times served per Fiscal year though the direct number of hours these individuals are served need to be quantified.*

Lazarus House Agency submitting their funding request application 1/23/15 Date

Name of Agency

Liz Eakins  Executive Director

Printed Name of Person Signature Title/Position

Completing Application

Date: 1/23/ 2015

**City of St. Charles  
708 Mental Health Board  
Accountability Report for Funds Expended**

**Agency Name:** Lazarus House

**Contact Person:** Liz Eakins, Executive Director **Phone #:** (630) 587-2144

**Main Office Address:** 214 Walnut St.

St. Charles, IL 60174

**Funding requested from City of St. Charles 708 Board for fiscal year 2015/16: \$49,230**

*\* This request is based on 9% of the estimated cost of service to those with mental health, developmental disabilities, substance abuse, and /or drug abuse issues and their children. It does not include the projected cost of care that Lazarus House provides to other St Charles residents that are at risk of these issues (such as domestic violence victims and their children).*

**Describe mission (include narrative explaining how mission relates to City of St. Charles):**

The mission of Lazarus House is to offer guests connected to our communities who are homeless or in need hope for the future by providing hospitality, food, safe shelter, and education – tools for life. The purpose of services is to assist clients to increase self-sufficiency with the goal of achieving and maintaining permanent housing. Lazarus House has an Emergency Shelter Program and a Center for Transitional Living Program-both serving those connected to Batavia, Geneva, St. Charles, and western rural Kane County, Illinois. In 2006 a new Women and Children’s Day Center (which is part of the Emergency Shelter program.) was added along with an expanded Homeless Prevention/Outreach program. In 2008 a nearby building was purchased to provide desperately needed space for the Outreach program and for other operating needs. This building, the Community Resource Center, opened in October, 2008. The ability to provide ongoing emergency shelter, transitional housing and homeless prevention services in a single permanent location with a coordinated case management approach is cost effective and enhances positive outcomes for those that are served from St. Charles who are homeless or in need.

**Describe specific goals that fit City’s mission and indicate how goals will be accomplished.**

Lazarus House goals that support the City’s mission include:

- Help homeless persons return to independent living with the skills and habits needed for long-term success.
- Offer services and referrals to those in need in our community in order to prevent homelessness and support the well being of individuals and their families.

These goals are enabled by activities of stewardship and collaboration that form a core part of the City of St. Charles’ mission. The goal of the St Charles 708 Community Mental Health Board is to assist with services for City of St Charles residents with, or at risk of, mental disorders, developmental disabilities, and /or substance abuse. Through its homeless and homeless prevention programs, Lazarus House serves residents of St Charles who have, or at risk of having, these conditions. Specifically, Lazarus House will collaborate with the City of St. Charles, the County, area social service agencies and landlords to provide the support services needed by homeless St. Charles residents (many with mental health or substance abuse issues) to help them gain and retain permanent housing. Through its state and federally funded rental subsidy programs, Lazarus House will also work with qualifying St. Charles families at risk of losing housing to provide rental assistance and support services. The goal is to enable households to retain permanent housing and to improve financial, budgeting, and other skills to create stronger, more secure lives in this community going forward. These programs also allow for re-housing of those previously homeless, who, as a result of Lazarus House services, are ready again for



**Agency Name:** Lazarus House

independent living. The strong collaboration that exists between the staff, other agencies and the 1,900 plus volunteers that support the work of Lazarus House, helps maintain and strengthen the social character of St. Charles. Working with others to solve problems contributes to a safe and secure community and a better future for the City and its residents.

Through its programs Lazarus House:

- 1) Promotes mental health by providing a safe place and case management to help support mental health and the well being of those with substance abuse, mental health and /or other disabilities. Our education staff, trained volunteers, along with professionals from TriCity Family Services, St. Charles Bank & Trust, and Community Crisis Center of Elgin, offer a number of classes for adults and children on topics such parenting, self-esteem, healthy relationships, domestic violence, budgeting and employment skills to improve each person's well-being.
- 2) Provides specific assistance with disorders and treatment through our own needs assessment process, case management and education approach, action plans, and house rules. We collaborate closely with Ecker Center, Renz Center, and other service providers to help those needing formal assessments and treatment to access needed services and receive needed care. Our staff works closely with homeless parents, collaborating with school districts and service providers to provide early intervention for kids at risk of developing mental health issues and other illnesses.
- 3) Helps detect and treat mental health and substance abuse disorders at the earliest stages through our assessment process at intake. Those affected by these disorders are linked to programs at both Renz and Ecker Centers or other appropriate programs to begin the process of treatment and recovery. Case managers screen all guests for health insurance coverage. Those who need insurance are able to benefit from the VNA coming on-site to Lazarus House to assist guests in applying for Medicaid; a necessary component to receiving desperately needed mental health, substance abuse and other medical care. Additionally, we offer parenting classes, domestic violence support groups and life skills classes to help prevent mental illnesses from becoming worse.
- 4) Supports rehabilitation through our case management and follow-up process to help ensure treatment plans are followed.

**Describe specifically how allocated funds will be expended and quantify services provided to the City of St. Charles:**

- **Attach a budget detail for the funds sought.**
- **Include a brief program description on each item or service.**
- **Funds from 708 Mental Health Board and/or funds from other sources.**

Based on historical trends and current projections, in FY15 and FY16 Lazarus House anticipates serving approximately 150 St Charles residents and providing 12,000 nights of service in its Emergency Shelter and Transitional Living Programs. Our request includes \$42,930 of funding to cover 9% of the estimated \$477,000 cost of providing a projected 9,000 nights of service in FY15 to St. Charles residents and their children with mental health and/or substance abuse issues at a projected cost of approximately \$53 per day. The estimated cost of service and related costs for those adults with these issues is \$371,000 (7,000 nights of service). The estimated cost of serving the children of those with these issues is \$106,000 (2,000 nights of service.) Services include: safe shelter, food, personal hygiene items, shower and laundry facilities, clothing through the local clothes closet, healthcare through a local free clinic and other local funding, case management, coaching, linkage to needed services in the community and to federal and state programs, including access to mental health

Agency Name: Lazarus House

and substance abuse services, transportation for work, school appointments, budgeting and credit repair, employment assistance/skills upgrade, GED tutoring, assistance with securing college scholarships and job training grants, in-house classes that support successful living, and provide one-time and ongoing government funded rental and utility assistance to qualifying low income households. We also offer limited financial assistance for prescription medications.

In addition, funding is requested to cover 9% of the cost of supporting Outreach Program guests from St Charles who have mental health and/or substance abuse issues. Last year, ongoing rental assistance subsidies were provided to 27 low income St. Charles households (35 persons) to enable them to remain in housing and avoid homelessness. One-time assistance was provided to an additional 8 St. Charles households (10 persons). The average daily cost incurred by Lazarus House per household after lease payments was \$10 per day. For 20 of these households, under the terms of the rental assistance grants that help to support the programs in which they participate, we are able to provide case management to help address the issues that have caused them to be homeless or at risk of homelessness. Twenty-seven persons in these St Charles households have issues with mental health, substance abuse, or developmental disabilities. For the 8 St Charles households who received one-time assistance in FY14 rental assistance programs, Lazarus House met with each household to discuss needs, qualification for the rental program, and resources available to address financial, food, health, mental health, substance abuse, and other needs. Those participating are also invited to participate in Lazarus House's training classes that cover topics such as parenting, self-esteem, healthy relationships, domestic violence, budgeting and employment. In FY14, St Charles households with mental health, substance abuse, or developmental disabilities were provided 7,950 days of ongoing rental subsidies and other support services, at a total cost of \$79,500.

In FY16 we anticipate again providing ongoing support services to a minimum of 20 St Charles households with mental health, substance abuse, and other disability issues. Our funding request is based on 9% (\$6,300) of the estimated FY16 \$70,000 cost of providing these households service at an estimated cost of \$10 per day.

The attached budget shows the \$1,052,768 projected FY16 cost for the Emergency Shelter and Center for Transitional Living Programs and \$301,041 for the Outreach Program. The estimated budget for fiscal year 2016 is \$1,353,809. The overall budget is comparable to the FY15 budget. We have continued to closely scrutinize the budget to control costs in all areas while maintaining essential services.

Sources for funding these budgets are listed. Based on historical experience, Lazarus House has projected funding from United Way/Community Chest agencies in Batavia, Geneva and St. Charles, 708 Mental Health Boards in Geneva and St. Charles, Kane County Community Development Block Grant Program, Department of Human Services (DHS) Emergency and Transitional Housing Services, DHS Homeless Youth Program, Department of Commerce and Economic Opportunity (DCEO), Housing & Urban Development (HUD), Federal Emergency Management Agency (FEMA), the Illinois Housing Development Authority and contributions from individuals, businesses, churches, clubs, foundations, and fund raising events.

**St. Charles 708 Fund Expenditure History – explain how funds allocated from previous year were expended and purposes of those expenditures in relation to St. Charles residents of the funding you received last year. Note: if funding allocation is over \$25,000, attach most recent financial statements, audit and annual report:**

For the year ended June 30, 2014, 10,034 nights of service were provided to St. Charles residents at a cost of \$531,802 (using FY14 audited cost per day figures). These services were provided to 149 persons from St.



Agency Name: Lazarus House

Charles. Costs were expended to pay for the services noted in response to the prior question: clothing, shelter, case management, training, access to needed medical and mental health services in the community, transportation, etc. Of these totals, 5,627 nights of service were provided to St Charles residents with mental health, substance abuse and/or developmental disabilities—at a cost of \$298,231.

In addition, 8,070 days of ongoing rental subsidy and other services were provided to 35 St Charles households (45 people) to enable them to become /stay housed, at a total cost, excluding lease payments, of \$80,700. Of these totals, 7,950 days were provided to 27 households with mental health and other issues at a cost of \$79,500.

General donations continue to be below desired levels in this tight economic environment. The net income earned at Christmas time is used each year to help cover the lean months when expenses exceed revenues. As in the past few years, Lazarus House has operated with a focus to keep the lights on and provide essential services. We continue significant cost containment measures.

**On an annualized (12 month) basis, provide information on City of St. Charles residents served:**

**Direct service: number of individual clients/consumers served:** 10,034 nights of service were provided to 149 persons from St. Charles in FY14. Fifty-seven (57) % of all nights of service provided by Lazarus House were to persons from St. Charles. 5,627 nights of service (56 %) provided to those in St Charles, were provided to households with mental health, substance abuse or other disability issues. In addition 27 St. Charles households were provided interim and ongoing rental assistance to enable them to remain in housing. Eight St Charles households were provided one-time assistance. Twenty-Seven persons provided rental assistance and related support services had mental illness and/or substance abuse issues.

**Aggregate number of direct service hours provided:** Nights of service noted above is one measure of service hours, a figure we report to the 708 Board quarterly. We also have established a daily cost of service for the Outreach program. Another measure is the staff time involved with case management, operations and education. We have 13 full time equivalents (FTE) staff who support case management, operations, and training (7.3 FTEs for St. Charles residents). This translates to over 27,000 service hours (15,120 hours for St. Charles residents).

**Describe agency cost basis per client/consumer served (e.g., per hour cost and/or program costs allocated to City of St. Charles residents and how this was derived):**

In FY14 a night of service in our emergency shelter and transitional housing programs cost \$53 per day. This is calculated by dividing our FY14 actual audited Emergency Shelter and Transitional Housing expenses of \$926,883 by our actual FY14 shelter nights of 17,481. This cost reflects the costs associated with providing the variety of ongoing support services to help the homeless return to self-sufficient living in permanent housing. In FY15 we anticipate a cost per day of \$53 based on a budget of \$998,770 and 18,845 nights of service (exclusive of the outreach program).

In FY14 the cost of our ongoing rental support outreach program was \$10 per day per household. This figure, net of lease payments, includes the cost of support services, case management, budget assistance and operating costs. The estimated daily cost for outreach in FY15 is projected to continue at about \$10 per day.

**Identify other services provided to and for the benefit of City of St. Charles' residents (education, presentations, volunteer training and group activities/events).**

Other services that benefit City of St. Charles residents include: 1) Serving as a de facto help line for those in crisis who do not know where else to turn for help. Last year we fielded over 1,200 financial needs calls, an

**Page five**  
**STC 708 Board Funding Request**

**Date:** 1/23/2015

**Agency Name:** Lazarus House

average of 102 per month. These calls exclude the numerous calls Lazarus House handles regarding referrals to persons seeking advice on where to get mental health, substance abuse and other types of help for themselves or loved ones. 2) Serving as a soup kitchen for people who are food insecure in our community. 3) Volunteer training and providing many opportunities for St. Charles residents to serve others in a meaningful way. 4) Participation in St. Charles Housing Commission, St. Charles Ministerial Association and other groups whose goals support a stronger St. Charles. Host a monthly social service provider networking lunch. Serve on the Kane County Continuum of Care.

**Attach a list of current Board of Directors for your agency, listing the length of time that each Board member has served in their current term. Also attach a brief summary of how Board members are elected, the qualifications sought, and any term limits for Board members.**

**Attach a copy of current 503C or tax exempt status certification.**

**Please note that agencies that are allocated funds from the STC 708 Board in excess of \$25,000.00 in any fiscal year are also subject to the following requirements:**

1. Monthly financial statements must be submitted to the Government Operations Committee of the St. Charles City Council by no later than the 15<sup>th</sup> day of the following month.
2. An annual report must be submitted to this same Committee.
3. A representative of the agency must make a brief presentation describing the purpose of the agency, it's future plans and how it's programs and services have benefited the residents of St. Charles to this Committee on an annual basis at a date and time to be determined (following the allocation recommendation process by the STC 708 Board, but prior to the actual release of any funds).

**Funding request amount for current fiscal year \$** 49,230

**Application Date:** 1/23/2015

**For STC 708 Board Only:**

**Recommended funding for current fiscal year: \$** \_\_\_\_\_ **Recommendation Date:** \_\_\_\_\_



## Lazarus House Board of Directors

### OFFICERS

**President:** Betsy Penny

**Secretary:** Bob McDowell

**Vice President:** Deb Akins

**Treasurer:** Steve Sager

Name	Home Address	Employer	Term	Years in Office	Skills
Deb Akins	704 Gray St. St. Charles, IL 60174 Email: deb.akersin@bmo.com	V.P. BMO Harris Bank N.A. 1200 E. Warrenville Rd. Naperville, IL 60563	2017	1/2	Management
Lynette Anderson	421 S. 11th St St. Charles, IL 60174 Email: LynetteA@HosannaChurch.com	Director of Children and Family Ministries Hosanna Lutheran Church 36W925 Red Gate Rd. St. Charles IL 60175	2015	2 1/2	Strategic Planning, Community Connections, Faith Community Connection
Lynn Bruesewitz	1707 Patricia Lane St. Charles, IL 60174 Email: lbruese@innkontrol.com	Owner, Software Support Systems, Inc. 803 S. 5th Ave St. Charles, IL 60174	2017	1/2	Technology, Community Connections
Diane DeWitte	228 Sedgewick Circle St. Charles, IL 60174 Email: ddewitte@sbcglobal.net	Office Assistant DuPage Airport Authority 2700 International Dr., Ste 200 West Chicago, IL 60185	2015	1	Human Resources, Community Connections
Peter Fazio	2661 Sandpiper Trail West Chicago, IL 60185 Email: pfaziojr@pjfazio.com	Owner, EAP Sales, LLC 504 Congress Circle Roselle, IL 60172	2015	2 1/2	Property Management & Construction, Public Relations, Revenue Generation
John Glenn	820 King Henry Lane St. Charles, IL 60174 Email: john@GlennConnection.com	MBA, Real Estate Broker Coldwell Banker Residential 2690 E Main St St Charles IL 60174	2015	1/2	Property Management & Construction, Finance, Legislative Committees, Organization Development, Public Relations, Strategic Planning, Technology and Revenue Creation.
Carolyn Hanna	8 N. Daniels Drive Batavia, IL 60510 Email: cahanna05@gmail.com	Commercial Insurance Broker Corkill Insurance Agency, Inc. 25 NW Point Blvd, 625 Elk Grove Village, IL 60606	2017	1/2	Human Resources, Legal Contacts, Organization Development, PR/Marketing, Risk Management, Strategic Planning, Community Contacts, Prior Board Experience, Revenue Generation
Thomas Hansen	253 Birch Lane St. Charles, IL 60175 Email: thansen@bankstcharles.com	President, St. Charles Bank & Trust 411 W. Main St. St. Charles, IL 60174	2016	1/2	Finance, Organization Development, Public Relations, Strategic Planning, Community Contacts, Revenue Creation
Julie Harter	46W085 Ellithorpe Rd Hampshire, IL 60140 Email: Harter_Julie@yahoo.com	Executive Director, Ernst & Young 155 North Wacker Drive, Chicago, Illinois 60606	2016	1 1/2	Human Resources, Organization Development, Technology, Revenue Generation, Customer Experience Design
Kathy Lamkin	1221 Falcon Ridge Dr. Elgin, IL 60124 Email: klamkin@stcharlesil.gov	Director of Human Resources, City of St. Charles 2 E. Main St. St. Charles, IL 60174	2016	1/2	Human Resources, Organizational Development, Social Work, Risk Management, prior LH internship.
Robert McDowell	3N231 E. Mary Lane St. Charles, IL 60175 Email: bobmcdowell@sbcglobal.net	Owner/President McDowell, Inc of St. Charles 521 West Main Street St. Charles, IL 60174	2016	1 1/2	Property Management & Construction, Strategic Planning, Community Contacts, Prior Board Experience
John Michalak	541 W. Thornwood Dr. South Elgin, IL 60177 Email: johnmichalak@sbcglobal.net	VP, Chicago Investment Advisory Council, Inc. 1601 E. Main St. St. Charles, IL 60174	2017	1/2	Finance

## Lazarus House Board of Directors

Beth Mooncotch	3108 S. Route 59, Ste. 124-360 Naperville, IL 60564 Email: bmooncotch@gmail.com	Social Worker, MSW	2017	1/2	Psychology/Social work, Community Contacts, Faith Community Connection, Revenue Creation, Organizational Development
Amy Nelson	1617 Richter Dr. Batavia, IL 60510 Email: amy.nelson@bps101.net OR bnbatavia@sbcglobal.net	Community Outreach Coordinator, Batavia Schools	2016	1/2	Helping the homeless, Community contacts, Faith Community Connection
Betsy Penny	90 Whittington Course St. Charles, IL 60174 Email: betspenny@sbcglobal.net	Retired, St. Charles City Council Alderman and Special Education Teacher	2016	1 1/2	Community Contacts, Organization Development
Jim Skaar	640 McKinley Ave Geneva, IL 60134 Email: jim@skaarlaw.com	Attorney Law Office of James D. Skaar 220 South 3rd St. Geneva, IL 60134	2017	1/2	Legal
Steve Sager	40 Home St. St. Charles, IL 60174 Email: steve@jshcpas.com	CPA, MBA Jones, Sager, Haines & Co. LLP 1001 East Main St., Suite B St. Charles, IL 60174	2015	2 1/2	Finance, Organization Development
Pastor Dave Mann	310 S 14th St Saint Charles, IL 60174-2511 Email: pastordave@stcharlesfmc.org	Free Methodist Church representative	n/a*		Landlord Perspective

\*Nonvoting member

### Board development occurs:

- At each meeting as part of the education of members about the operations and ministry of Lazarus House. - Through information shared with the Executive Board on fiduciary matters gleaned from conferences
- through review of needs and risk areas in the strategic plan
- Through subcommittees on key Lazarus House matters. Newer and more experienced members will learn and share from each other through these committees.

Board elections: Take place annually at the June meeting. Individual Board members may be voted in during subsequent months if a vacancy exists and a qualified candidate is interested. There are a maximum of 17 voting members allowed on the Board at any one time. Terms are for 1, 2, or 3 year periods, with approximately 1/3 of the terms expiring each year. Officer positions are all one year terms. No limits exist on how many terms a Board member or officer may have. Applications for prospective candidates are gathered throughout the year. One or more Board members presents the candidate for consideration. Attributes considered in Board member selection are a balance of the types of skills listed in the far right column above, along with leadership, commitment to the mission of Lazarus House and the needs of the poor, and connection to the area served by Lazarus House.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

**FEB 04 2002**

LAZARUS HOUSE  
214 WALNUT ST  
ST CHARLES, IL 60174-0000

Employer Identification Number:  
36-4187609

DLN:  
17053005740002

Contact Person:  
DAVID B KOUCKY

ID# 31368

Contact Telephone Number:  
(877) 829-5500

Our Letter Dated:  
March 1998

Addendum Applies:  
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

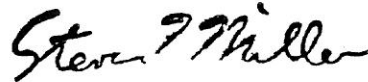
Letter 1050 (DO/CG)

LAZARUS HOUSE

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

A handwritten signature in cursive script that reads "Steven T. Miller".

Steven T. Miller  
Director, Exempt Organizations



**Lazarus House FY15 and FY16 Proposed Budget**

	FY15 Program Allocation				FY16 Program Allocation				FY14 Actuals
	FY15 Budget	ES	CTL	Outreach	FY16 Budget	ES	CTL	Outreach	
<b>Income</b>									
4000 · Donations	540,085	426,667	59,409	54,009	540,085	426,667	59,409	54,009	478,756
4600 · In-Kind Contribution	32,054	23,079	8,975	0	32,054	23,079	8,975	0	27,805
4950 · Occupancy Fees- CTL	18,969	0	0	18,969	18,969	0	0	18,969	20,448
4160 · LH Fundraising Events	52,049	17,353	17,348	17,348	52,049	17,353	17,348	17,348	48,656
4200 · General Grants/Foundations	149,455	110,997	28,458	10,000	149,455	110,997	28,458	10,000	152,607
4300 · Government Grants	439,245	154,540	83,989	200,716	439,245	154,540	83,989	200,716	400,550
4500 · 708 Boards	56,100	40,392	15,708	0	56,100	40,392	15,708	0	56,100
4400 · United Way/ Community Chest	43,460	38,460	5,000	0	43,460	38,460	5,000	0	42,931
4700 · Interest Income	780	562	218	0	780	562	218	0	953
4800 · Other Income	21,612	15,561	6,051	0	21,612	15,561	6,051	0	23,680
<b>Total Income</b>	<b>1,353,809</b>	<b>827,610</b>	<b>225,158</b>	<b>301,041</b>	<b>1,353,809</b>	<b>827,610</b>	<b>225,158</b>	<b>301,041</b>	<b>1,252,486</b>
<b>Expense</b>									
5400 · Payroll Expense	739,225	512,579	120,715	105,931	739,225	512,579	120,715	105,931	656,397
5500 · Employee Benefits	112,500	78,008	18,371	16,121	112,500	78,008	18,371	16,121	109,088
5000 · Advertising/ Community Outreach	2,100	700	700	700	2,100	700	700	700	2,031
5010 · Bank Service Charges	2,400	800	800	800	2,400	800	800	800	2,045
5015 · Cash Over/Short	0				0				-8
5030 · Dues and Subscriptions	1,650	332	332	986	1,650	332	332	986	1,629
5050 · Furniture, Fixtures & Equipment	8,915	6,265	2,650	0	8,915	6,265	2,650	0	7,179
5060 · Guest Expenses	36,000	26,590	9,360	50	36,000	26,590	9,360	50	33,941
5071 · Outreach Materials & Supplies	0	0	0	0	0	0	0	0	123
5090 · Insurance	12,316	8,424	2,405	1,487	12,316	8,424	2,405	1,487	10,950
5095 · Insurance, Workers' Comp	13,104	9,086	2,140	1,878	13,104	9,086	2,140	1,878	16,327
5100 · Meals & Entertainment	0	0	0	0	0	0	0	0	0
5110 · Miscellaneous	1,670	1,202	468	0	1,670	1,202	468	0	1,468
5200 · Office Supplies	9,600	3,201	3,200	3,200	9,600	3,201	3,200	3,200	9,098
5600 · Postage & Delivery	5,200	1,705	1,574	1,922	5,200	1,705	1,574	1,922	5,009
5700 · Printing	2,000	667	667	667	2,000	667	667	667	1,866
5800 · Professional Fees	29,325	11,088	9,155	9,082	29,325	11,088	9,155	9,082	29,247
5900 · Recognition	1,150	383	383	383	1,150	383	383	383	1,012
6300 · Rental Assistance	197,054	0	0	197,054	197,054	0	0	197,054	190,522
6500 · Telephone	9,400	6,411	1,565	1,424	9,400	6,411	1,565	1,424	9,214
6600 · Training Expense	1,000	394	149	457	1,000	394	149	457	629
6700 · Travel	3,700	2,187	877	636	3,700	2,187	877	636	3,152
5040 · Fundraising	12,000	4,001	4,000	4,000	12,000	4,001	4,000	4,000	11,365
<b>Total Program Expense</b>	<b>1,200,309</b>	<b>674,022</b>	<b>179,510</b>	<b>346,777</b>	<b>1,200,309</b>	<b>674,022</b>	<b>179,510</b>	<b>346,777</b>	<b>1,102,283</b>
6900 · Interest Expense	0				0				
Rent Expense	67,000	38,532	25,467	3,002	67,000	38,532	25,467	3,002	64,650
6400 · Repairs & Maintenance	18,000	14,153	3,744	103	18,000	14,153	3,744	103	15,006
5020 · Depreciation	68,500	22,550	40,792	5,158	68,500	22,550	40,792	5,158	68,502
<b>Total Occupancy Expense</b>	<b>153,500</b>	<b>75,235</b>	<b>70,002</b>	<b>8,262</b>	<b>153,500</b>	<b>75,235</b>	<b>70,002</b>	<b>8,262</b>	<b>148,158</b>
<b>Total Expense</b>	<b>1,353,809</b>	<b>749,257</b>	<b>249,513</b>	<b>355,040</b>	<b>1,353,809</b>	<b>749,257</b>	<b>249,513</b>	<b>355,040</b>	<b>1,250,441</b>

01/14/15  
Cash Basis

**Lazarus House**  
**Balance Sheet-Cash Basis**  
As of December 31, 2014

	<u>Dec 31, 14</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1010 · 022 Op Checking - H.B	30,882.77
1040 · 282 HUD Operating - H.B	95,665.44
1050 · 812 CTL Operating - H.B	28,311.79
1060 · 4031 Benefit Checking - H.B	4,254.86
1070 · 0793 Operating Checking - PNC	131,939.00
1080 · 863 Vanco & Paypal Checking-H.B	54,719.74
1090 · 766 Petty Cash Checking - H.B	119.71
1100 · Cash On Hand	200.00
1110 · Gift Card	5,850.45
1140 · MB Financial Money Market	249,518.68
1145 · 825 STC Bank & Trust	249,663.97
1150 · IHDA Pilot/Renewal Checking 152	13,975.87
1155 · IHDA RHSP Checking 005	1,975.00
1165 · Securities America	99.42
<b>Total Checking/Savings</b>	<u>867,176.70</u>
<b>Other Current Assets</b>	
Complete Payroll Payment	23,572.50
1340 · Undeposited Funds	8,475.00
1350-00 · Prepaid Insurance	2,862.38
1355 · Prepaid Supplies Inventory	16,466.12
1380 · Prepaid Deposits	3,113.75
1390 · Prepaid Rent	3,000.00
<b>Total Other Current Assets</b>	<u>57,489.75</u>
<b>Total Current Assets</b>	924,666.45
<b>Fixed Assets</b>	
1410 · Buildings Asset Account	1,691,945.48
1420 · Equipment Asset Account	10,728.70
1430 · Land Asset Account	290,000.00
<b>Total Fixed Assets</b>	<u>1,992,674.18</u>
<b>TOTAL ASSETS</b>	<u><u>2,917,340.63</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
1520 · Office Depot	98.97
<b>Total Credit Cards</b>	<u>98.97</u>
<b>Other Current Liabilities</b>	
1610 · Quill	150.37
1620 · Ace Hardware	0.47
2010 · Payroll Liabilities	2,973.04
2021-00 · Accrued Payroll	27,580.49
2023-00 · Accrued Vacation	24,986.86
2026 · Deferred Program Revenue	13,197.19
2040 · Key Deposit- CTL	450.00
<b>Total Other Current Liabilities</b>	<u>69,338.42</u>
<b>Total Current Liabilities</b>	<u>69,437.39</u>
<b>Total Liabilities</b>	69,437.39

01/14/15  
Cash Basis

**Lazarus House**  
**Balance Sheet-Cash Basis**  
As of December 31, 2014

	<u>Dec 31, 14</u>
<b>Equity</b>	
3100 · Temp restricted net assets	341,913.38
3900 · Unrestricted Net Assets	2,356,473.47
Net Income	149,516.39
<b>Total Equity</b>	<u>2,847,903.24</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>2,917,340.63</u></u>

1:13 PM

01/14/15

Cash Basis

**Lazarus House**  
**Profit & Loss Budget Performance**  
**December 2014**

	Dec 14	Budget	Jul - Dec 14	YTD Budget	Annual Budget
<b>Income</b>					
4000 · Donations	129,824.53	184,500.00	310,329.52	357,536.00	540,085.00
4160 · LH Fundraising Events	5,875.99	2,304.00	39,097.39	34,775.00	52,049.00
4200 · General Grants/Foundations	70,100.00	48,800.00	112,673.00	128,278.00	149,455.00
4300 · Government Grants	41,441.56	32,800.00	245,731.57	230,118.00	439,245.00
4400 · United Way/ Community Chest	845.14	5,650.00	16,269.77	14,754.00	43,460.00
4500 · 708 Boards	11,400.00	10,500.00	57,000.00	56,100.00	56,100.00
4600 · In-Kind Contribution	4,947.50	5,000.00	17,490.09	17,754.00	32,054.00
4700 · Interest Income	74.27	65.00	400.04	388.00	780.00
4800 · Other Income	6,403.14	1,650.00	14,096.94	11,711.00	21,612.00
4950 · Occupancy Fees- CTL	2,218.76	1,511.00	12,244.49	9,153.00	18,219.00
4960 · Application Fee- CTL	0.00	50.00	350.00	450.00	750.00
<b>Total Income</b>	<b>273,130.89</b>	<b>292,830.00</b>	<b>825,682.81</b>	<b>861,017.00</b>	<b>1,353,809.00</b>
<b>Gross Profit</b>	<b>273,130.89</b>	<b>292,830.00</b>	<b>825,682.81</b>	<b>861,017.00</b>	<b>1,353,809.00</b>
<b>Expense</b>					
5000 · Advertising/ Community Outreach	217.94	0.00	1,344.58	650.00	2,100.00
5010 · Bank Service Charges	580.19	500.00	1,373.02	1,368.00	2,400.00
5015 · Cash Over/Short	0.00	0.00	0.00	0.00	0.00
5020 · Depreciation	5,702.88	5,703.00	34,217.28	34,218.00	68,500.00
5030 · Dues and Subscriptions	0.00	0.00	826.58	764.00	1,650.00
5040 · Fundraising	0.00	0.00	7,186.22	5,296.00	12,000.00
5050 · Furniture, Fixtures & Equipment	198.23	1,000.00	100.78	1,815.00	8,915.00
5060 · Guest Expenses	6,127.16	4,250.00	19,934.04	17,816.00	36,000.00
5071 · Outreach Materials & Supplies	0.00	0.00	0.00	0.00	0.00
5090 · Insurance	-122.89	0.00	12,284.00	12,316.00	12,316.00
5095 · Insurance, Workers' Comp	1,613.09	1,613.00	4,584.54	5,039.00	13,104.00
5100 · Meals & Entertainment	0.00	0.00	0.00	0.00	0.00
5110 · Miscellaneous	1,436.32	800.00	2,194.18	1,388.00	1,670.00
5200 · Office Supplies	867.98	800.00	4,999.84	4,710.00	9,600.00
5400 · Payroll Expense	58,498.66	55,938.00	357,472.88	356,720.00	739,225.00
5500 · Employee Benefits	7,975.88	10,000.00	47,153.25	52,500.00	112,500.00
5600 · Postage & Delivery	251.11	200.00	2,585.82	2,529.00	5,200.00
5700 · Printing	0.00	0.00	1,093.50	1,004.00	2,000.00
5800 · Professional Fees	1,250.00	1,300.00	20,375.00	21,025.00	29,325.00
5900 · Recognition	127.64	150.00	489.09	461.00	1,150.00
6200 · Occupancy Expense	4,912.93	5,800.00	30,469.52	32,067.00	67,000.00
6300 · Rental Assistance	15,176.16	15,000.00	111,379.00	105,230.00	197,054.00
6400 · Repairs & Maintenance	638.27	1,000.00	9,507.16	9,676.00	18,000.00
6500 · Telephone	826.80	750.00	4,634.04	4,575.00	9,400.00
6555 · Gain/Loss on Disposal	0.00	0.00	0.00	0.00	0.00
6600 · Training Expense	-137.08	25.00	324.48	575.00	1,000.00
6700 · Travel	542.30	300.00	1,637.62	1,917.00	3,700.00
6900 · Interest Expense	0.00	0.00	0.00	0.00	0.00
<b>Total Expense</b>	<b>106,683.57</b>	<b>105,129.00</b>	<b>676,166.42</b>	<b>673,659.00</b>	<b>1,353,809.00</b>
<b>Net Income</b>	<b>166,447.32</b>	<b>187,701.00</b>	<b>149,516.39</b>	<b>187,358.00</b>	<b>0.00</b>





# LAZARUS HOUSE 2014 ANNUAL REPORT

Our mission is to offer guests connected to our communities who are homeless or in need hope for the future by providing hospitality, food, safe shelter and education – tools for life.  
*May all who enter feel the love of Jesus.*

## Lazarus House Facilities



**Main Building (location for donation drop offs)**  
This facility houses the Emergency Shelter & Center for Transitional Living  
214 Walnut St. (At corner of Walnut St. & 3<sup>rd</sup> St, entrance on 3<sup>rd</sup> St.)



**Women & Children's Day Center**  
15 S. 3<sup>rd</sup> St



**Community Resource Center**  
308 Walnut St.

We believe that everyone here is a gift from God, and we are here to help those that need assistance. We work together with many social service agencies, a large and wonderful network of volunteers, federal, state and community resources, and our donors to help provide the specific services needed by each person and family.

**Our desire is to give all those coming to our doors  
the opportunity for hope and a future.**



Lazarus House  
214 Walnut Street  
St. Charles, IL 60174

Main Number: 630-587-2144  
Outreach Number: 630-587-5872  
Visit us at [www.lazarushouseonline.com](http://www.lazarushouseonline.com)



# **Lazarus House Provides Safe Refuge to People in Need**

This past fiscal year Lazarus House served an average of 48 homeless persons per day at its shelter.

Our programs are:

## **Emergency Shelter Program**

- Our Emergency Shelter serving men, women and children from St. Charles, Geneva, Batavia and western rural Kane County is open day and night, year round. The shelter program provides hospitality, food, safe shelter, case management and other support services whose goal is to help people return to successful, independent living.
- All Emergency Shelter guests sleep in our main facility, but separate sleeping rooms are assigned to men and women. Male guests also spend their non-sleeping time in the main facility. Women and children in our Emergency Shelter spend their non-sleeping hours in the Women and Children's Day Center, which provides a home-like atmosphere. The Center has a play room for the children, a fenced backyard, and study space where classes for women and children are offered to enhance their skills.

The main area of our Emergency Shelter is open 24 hours per day on Monday through Saturday and a minimum of 15 hours per day on Sunday. The Women and Children's Day Center is open a minimum of 15 hours per day (morning till bedtime) seven days a week.

## **Transitional Living Program**

- Our Center for Transitional Living facility features 12 dormitory-style rooms and a structured program that is the next step after the Emergency Shelter in helping people regain and maintain successful, independent living.

## **Outreach Program**

- The Outreach program is housed in our Community Resource Center and its goal is to help people stay in their housing. We administer grant funds for one-time emergency mortgage/rental/utility assistance programs for those who experienced a temporary difficulty and ongoing rental assistance programs for qualifying, low income households. The specific qualification requirements are set by the grantors.

We have dedicated staff who keep our facilities running year-round. Our staff number 38 full and part time people, including some who come in to help during illnesses and emergencies or special projects, but don't work regular hours.

*The following pages outline these programs in greater detail.*

*If you've not had a chance to visit Lazarus House, we encourage you to visit us. We offer an open house with tours every year. We give tours at every new volunteer orientation. We also schedule other tours as appropriate, so we're very flexible.*

*We'd be glad to include you on our newsletter list. If you're not receiving our quarterly newsletter or monthly electronic newsletter and you'd like to, please give us a call at 630-587-2144 or visit "Sign Up!" on our website, [www.lazarushouseonline.com](http://www.lazarushouseonline.com).*

*We have many volunteer opportunities and would be happy to speak with you about those as well. We hold volunteer orientations approximately every 6 weeks.*

*We invite you to visit our website, [www.lazarushouseonline.com](http://www.lazarushouseonline.com), for more information.*

*Please know that we consider it an honor and a privilege to serve our community. We look forward to working together to provide hope and a future to those in need.*



## **Lazarus House Shelter Services**

In fiscal year 2014, Lazarus House's Emergency Shelter and Center for Transitional Living programs provided:

- Care for 307 individuals (57 children, 94 women and 156 men). We served an average of 48 people per night and provided a total of 17,481 nights of shelter.
- Approximately 53,000 nourishing meals, some to our guests and some to others in need from the community.

### **Outcomes**

Many guests have special needs when they come to Lazarus House. Of those homeless persons with the following specific needs, Lazarus House has gratefully been able to assist:

- 100% to receive medical care
- 100% to receive case management
- 100% to obtain independent transportation
- 100% to achieve continuing education or job training goals
- 100% to access legal services
- 100% to receive dental care
- 99% to receive mental health services
- 97% to receive substance abuse services
- 93% to move into transitional or independent housing
- 88% to obtain or improve employment

These results reflect the hard work of those coming to our doors. The economy had made it difficult for many people to obtain employment but more of our guests have been securing jobs with the assistance of our new employment specialist. Guests are learning the skills to create successful job seeking resumes and techniques to obtain and successfully complete interviews. They are learning life skills and personal boundaries which are required to maintain a cohesive work environment. It takes time for people to get to a place where they are able to do the work required to change both their self-image and their life. The dedicated staff, volunteers and partnering agencies work together to give a hand up, providing our guests hope for the future.



## Facility Improvements

In addition to all the case management, education and other life-building activities that go on under our roof, there is a great collaboration between volunteers, board members and staff to maintain the facilities. We also apply for and utilize foundation grants to complete major renovations.

### ***Emergency Shelter Roof Replacement***



Every major rain storm brought out buckets to catch the water as it dripped from the ceiling of the Emergency Center. Bunk beds needed to be shifted and ceiling tiles became stained. Thanks to a grant from the Insurance Industry Charitable Foundation, we were able to replace the leaking roof and solve our bucket problem. This took place over many days with roofers working over two stories up. While the shelter may not

look different from the outside, the new roof has made major changes inside. It has helped us continue to provide a healthy and safe environment for our neighbors in need.

### ***Emergency Shelter Shower Room Renovation***

This past fiscal year, we were blessed to have staff and volunteers help to complete a much needed renovation of the shower room in the Emergency Shelter. This is the only shower area for all of the men living in the shelter and it had not been remodeled since its installation 15 years ago. All materials were purchased through two separate grants and labor was, for the most part, completed by volunteers.

Though it was a little tricky having all of the men displaced from showering in the shelter for five days, the results were well worth it. We now have a clean, water-tight shower room for the men to use.



### ***Women and Children's Center Security***



The outdated security system at the Women and Children's Center received a much needed update. Many service calls and false alarms prompted this replacement. Paid for by multiple grants, the building is now a safe and secure location for the women and children to be during the daytime while being secure during the evening as well.

## **Emergency Shelter**

“Andy” came to the doors of the Emergency Shelter at Lazarus House after being released from the hospital. He had been badly beaten while living on the streets and had nowhere to turn for support. He needed recovery not only from the wounds inflicted by this beating, but from other demons plaguing his life as well. Through work with his case manager, he was able to connect with the support necessary to move in the right direction with his life.

“Andy” dedicated his time to attending much needed therapy. He focused on following the direction of doctors as he progressed toward re-gaining his health. He found full-time, yet temporary work. Ultimately he acquired a full-time position with a former employer. The metamorphosis which occurred from the day he arrived at the doors of the Emergency Shelter to the day he received the key to his new apartment in our Outreach Program has been awe-inspiring. The tears he shed at that moment the keys were handed to him spoke volumes of his gratitude for all of the ways his life has been blessed by Lazarus House.

### **Lazarus House Women and Children's Day Center**

The Women and Children's Day Center offers home-like space for our women and children during their waking hours. While the entire house is a blessing, we are especially thankful for the children's playroom, the fenced backyard with play equipment, and the space afforded for classes and education.

The WCC has a dedicated staff of women who are "house moms", keeping the house running smoothly 7 days per week. The case manager for our women is a caring, dedicated woman who is ready to do whatever it takes to help our women and their children of all ages achieve their goals.

Here is a story we'd like to share from the WCC:

This past summer, the doorbell at the Emergency Shelter rang and there stood a very frightened and brave teenage mother with her very young child. With nowhere else to turn, "Amy" found herself at our door at the suggestion of a concerned neighbor and friend. Life at home was volatile and staying there was no longer an option for her. She found herself standing up – alone - for the love and safety of her baby; in defiance of those who are supposed to care for her; those at whose hands she has experienced trauma and rejection.

This young mother's case manager and other staff members immediately began working to provide for their most urgent needs. Clothing was purchased for both mother and child, they were given a safe place to sleep, food and local law enforcement was called for support. This provided her first steps to finding some hope for a better future.

"Amy" was able to attend parenting, relationship, and employment classes to help her begin to move toward this new future. Through working with her case manager, she was also able to apply for and receive benefits for herself and her child. Her infant was born with serious health concerns which will continue throughout her life. "Amy's" Case Manager provided and coordinated needed transportation for "Amy" to attend the numerous hospitalization and medical appointments necessary. "Amy" also continued to work on her high school education through online classes and tutoring sessions, which were provided in-house so that she could have her young child by her side. She has also been able to find a job within the community and is working toward a brighter future not only for herself, but for her child as well.



## **Lazarus House Outreach**

The prevention of homelessness and re-establishing self sufficiency in housing are the focus of all outreach program activities. Through grants from the U.S. Department of Housing and Urban Development (HUD), the Illinois Housing Development Authority (IHDA), the Department of Commerce and Economic Opportunity (DCEO) and the Illinois Department of Human Services (IDHS), Lazarus House was able to provide housing support (rent/utility assistance) to households in our community who struggle daily to maintain or obtain housing.

The Outreach staff members are compassionate and skilled professionals who evaluate clients to determine what programs would best serve them, and what outside referrals would benefit them as well.

Lazarus House administers a HUD-funded grant, known as the Emergency Solutions Grant (ESG), awarded through IDHS. This grant assists qualifying Central Kane County households with expenses such as security deposits, rent, utilities credit repair, legal assistance, and moving and storage costs. Outreach staff provides case management, financial and budgeting assistance to help the client gain financial self-sufficiency.

Also funded by HUD are our "Samaritan" grants, which target those who are chronically homeless persons with a disability. Fifteen individuals, formerly from our Emergency Shelter, have permanent supportive housing through these grants. Each person meets weekly with Outreach staff for a case management meeting. This meeting involves budgeting, goal setting, and other supportive services available in the community.

Lazarus House also administers the IDHS Homelessness Prevention Grant for Central Kane County. This program helps households who have experienced a one-time emergency that puts them at risk of losing their housing due to rent, mortgage or utilities in arrears. This program offers one-time financial assistance to get them caught up in order for them to remain housed.

Lazarus House also continues to administer the IHDA pilot rent subsidy program, which provides ongoing rent subsidies to households in our community. Participants must pay a minimum of 25% of the rent (up to limits established by IHDA) or 25% of their gross income, whichever is higher. Participating households must meet income qualifications and meet monthly with Outreach staff for money budgeting and financial goals. The Outreach staff works closely with these participants in developing a plan for identifying affordable housing moving into the future. The program is in its final stages and will not be renewed when funds are exhausted.

Over the past several years, Lazarus House has served as a lead agency for a county-wide collaborative grant – the IHDA Rental Housing Support Program (RHSP). Lazarus House and three other Kane County agencies are administering Rounds 1, 2, and 3 of this grant which provides ongoing rental assistance to 53 very low income households in the county. There is a wait list for the Central Kane County service area for this grant.



Fiscal Year 2014 statistics from our Outreach programs:

- 8 households received one-time emergency assistance
- 17 former chronically homeless individuals were provided permanent housing, with funding primarily through the U.S. Department of Housing and Urban Development (HUD).
- 23 households received ongoing rent subsidy with funding primarily through the Illinois Housing Development Authority (IHDA).
- 5 households total were assisted through the Emergency Solutions Grant. Of these, 3 households received ongoing subsidy and 2 received one-time assistance.
- 1,225+ households called and received referral and other outreach services.
- In total 459 months of housing support (13,770 days) and other services were provided to help 89 persons obtain or stay in housing.

Results from the most recent follow-up period include:

- 100% of households in the ongoing rental programs that require households to use direct services learned to follow a monthly budget.
- 48% of households new to the ongoing programs that require households to use direct services accessed new benefits (better job, government benefits, Food Stamps, day care funds, etc.) to improve their finances and/or health. The remaining households were already accessing those benefits for which they were eligible.

Here is a story from our Outreach program that we would like to share.

“Frank” is a participant in one of our Outreach rent subsidy grants. He is an average working guy that must exert an extreme level of effort just to get through a “normal” day. “Frank” struggles greatly with mental illness, but is usually determined enough to get through each day as long as he has access to medications and services to support his health. Things went well for him for quite a while. However, in an effort to link himself to more affordable health insurance coverage, he was given well-intended, but incorrect advice from an outside source. The unfortunate result was that he then found himself without insurance.

In “Frank’s” life there was not much extra money in the budget. He felt choices had to be made; transportation to and from work, food and laundry or prescription meds. He felt he could not afford to pay cash for the medications which sustain his day-to-day functioning, so he stopped. We saw “Frank” go from making his way through each day, to finding it increasingly difficult to just make it through a work day, stay organized and follow through on necessary appointments. He became anxious and scattered. Fortunately, the requirements of the grant he participates in requires him to meet with our Outreach Manager weekly to touch base, budget his funds for the coming week and generally check in with someone who cares and has nothing but his best interest at heart. The Outreach manager noticed that “Frank” was not doing well, that he was late for or missing appointments and that he had not recently turned in a receipt for his meds. Guidance and direction were given, with the result being “Frank” understanding that without medical stability the remainder of his life would soon unravel. He started re-prioritizing and having the prescriptions for his medications filled. The fragile thread keeping his life together was restored and he is back on a much healthier path.

## **Lazarus House Center for Transitional Living (CTL)**

The CTL program provides resident guests with structure, support and resources to assist with gaining stability necessary for acquiring independent or supportive housing. CTL resident guests meet with their case managers weekly to work on long and short term goals, as well as budgeting and debt reduction.

Our volunteers who have provided employment coaching/searching skills have assisted our guests in the Emergency Shelter and CTL to either acquire employment or improve their employment. The volunteers have also provided training to help maintain employment.

Tri City Family Services again blessed Lazarus House this year by providing groups for our parents with children and a group for the women in the Emergency Shelter and CTL.

Persons living in the Emergency Shelter, Center for Transitional Living or served in the IHDA or other Outreach programs are invited to take advantage of the educational groups at Lazarus House such as, relationship challenges, money management and credit issues.

Lazarus House guests are again blessed by groups provided by The Community Crisis Center in Elgin. They continue to run a bi-monthly group for our women to address issues of domestic violence, a quarterly group for the men and some one-on-one counseling for women in need of more intensive counseling.

Some Fiscal Year 2014 statistics for our Center for Transitional Living:

- 22 adults and 4 children were housed in the CTL
- 100% of adults attended life skills and/or classes
- 75% moved to permanent housing
- 100% of adults in need of employment coaching received coaching to help maintain and improve their employment
- 70% of adults increased their income during the fiscal year

Here is a story from the Center for Transitional Living we would like to share:

"Lizzie" came to Lazarus House because of a domestic violence situation. She found herself without a job and no place to go, until a friend inquired as to whether "Lizzie" could stay at Lazarus House. Once "Lizzie" arrived here, she began to heal and eventually worked with her case manager in the Emergency Shelter to move to the Center for Transitional Living (CTL).

While living in the CTL, she received counseling and attended groups to address her domestic violence issues. She has expressed how this helped her to gain confidence and self-esteem. She also attended groups and classes for money management, relationship challenges and employment coaching and skills.

"Lizzie" had a hearing impairment, which she struggled with since she was a child. With the help of her case manager, "Lizzie" was able to get a hearing aid, which opened up a world to her she could barely hear before. She was also able to get dentures she greatly

needed through the help of a wonderful dentist in the community who helps guests at Lazarus House.

Through the help of her case manager, "Lizzie" also found out that she was entitled to Widows Benefits through Social Security, which increased her income by about 60%.

"Lizzie" has recently been able move into her own place and regain her independence. She has said that she couldn't have accomplished all that she did without the help of the staff, volunteers and support that the community provides to Lazarus House. "Lizzie" said she never felt homeless during her stay at Lazarus House - going on to say that she was always treated as a guest. She also added that "thank you" doesn't seem to be enough to express the gratitude she feels.

What a joy it is to see, yet again, another person come through our doors, and through hard work and perseverance, be able to regain independent living. We couldn't do this without the support received by the community here at Lazarus House.



# General Lazarus House Statistics

## Volunteers



Volunteers are the backbone of Lazarus House. Volunteers continue to make an incredible difference for Lazarus House. Approximately 1,900 volunteers gave freely of their time to provide an estimated 17,700 hours of service. They prepare meals offsite and bring them in hot and ready to serve at dinner time. They also prepare extra meals/dishes for freezing to supplement times of extra need. They provide overnight backup assistance to our staff. They tutor children with homework, teach life skill classes to the adults such as job search skills and sound money management practices, tutor adults preparing for the GED test, provide child care while parents attend on-site classes, pick up donations of goods for the shelter, prepare newsletters for mailing, provide professional dental care, provide haircuts, provide special birthday celebrations for our guests, plan and orchestrate family game nights for the women and children, provide craft classes for the children, provide art classes for the women and children, provide sewing repairs and alterations, provide dog therapy visits and assist with fundraising activities and special events along with much more.

Special group projects this past year included extensive landscape clean up and planting improvements around our facilities as well as:

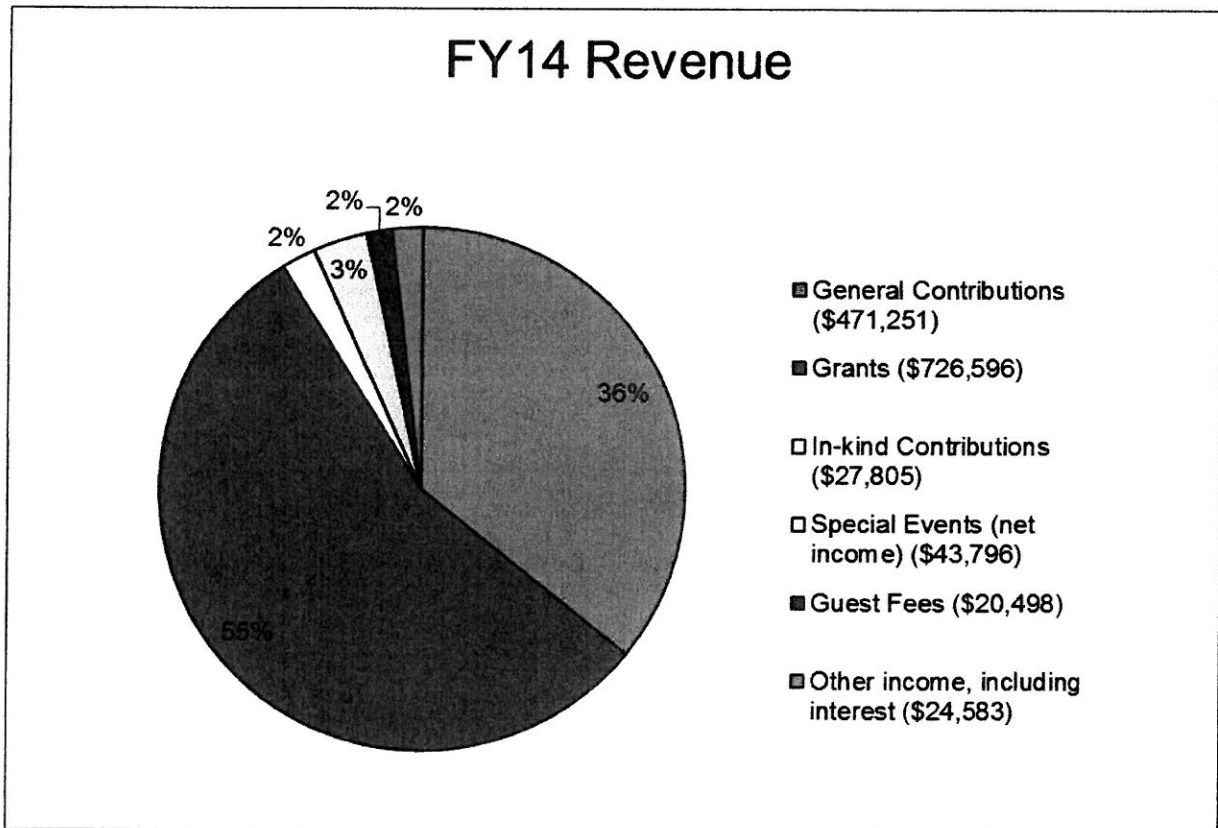
- Emergency Shelter: thoroughly cleaned all sleeping areas, spring cleaned the kitchen cabinets and storage areas, reorganized major storage areas and freezers, designed and built a compact desk/storage system for our kitchen operations staff.
- Center for Transitional Living: painted all main thoroughfares, refurbished kitchenette wood cabinets and room doors, painted the women and men's bathrooms, organized and maintained organization in storage cabinets.
- Women and Children's Center: thoroughly cleaned the mulch play area, refurbished front porch including replacing several worn stair treads and porch boards, replaced pavers in front porch area and installed new paver area to house the bike rack, painted several rooms.
- Community Resource Center: provided and installed cabinet storage, sorted and organized clothing and shoe donations for guests and inventoried and organized basement storage area.

Without these committed volunteers, Lazarus House would need to either hire more staff or cut services. If you are interested in volunteering, please call 630-587-2144 and ask for our volunteer coordinator.



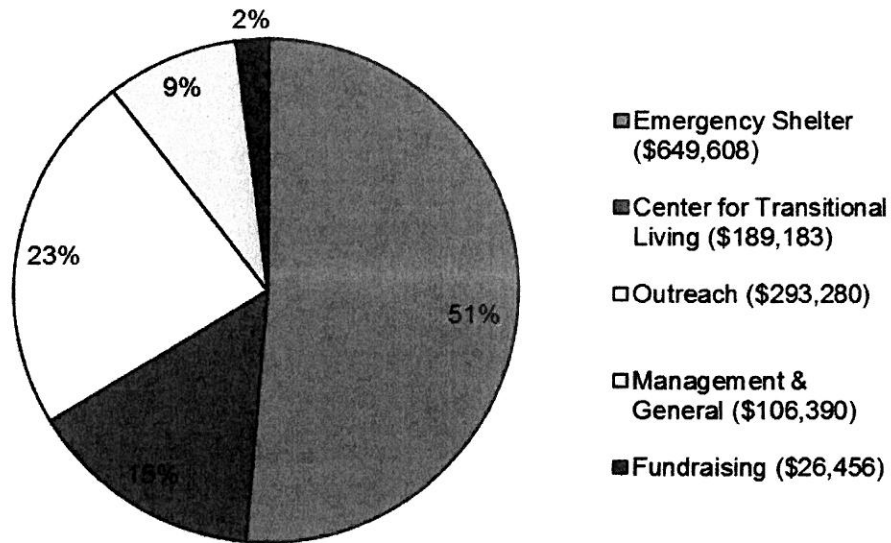
### Financial Results

In fiscal year 2014, Lazarus House spent 10% of expenses on administrative costs (fundraising as well as management and general costs). This covers director oversight time, administrative time of staff to handle correspondence, human resources, technology, fundraising, the complexities of federal and state grant requirements and more.



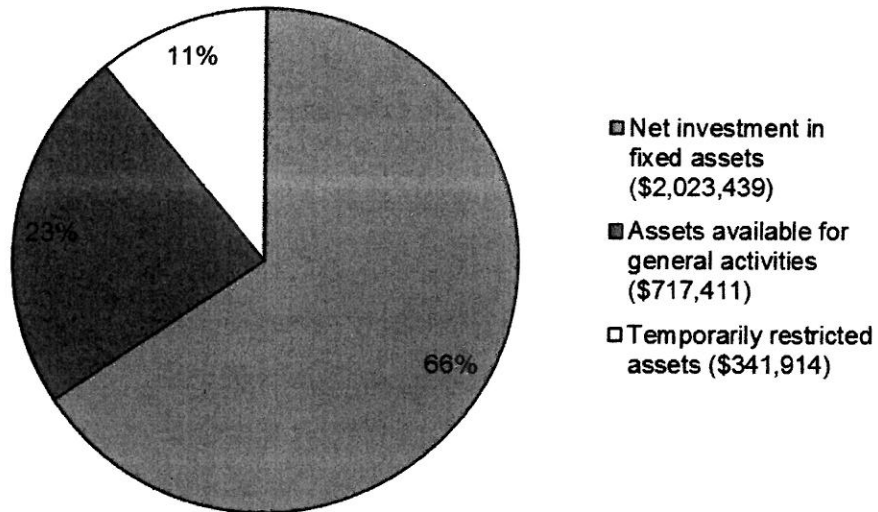
FY14 revenue total of \$1,314,529 is expressed on an accrual basis. The revenue included \$195,173 in grants restricted for rental assistance.

## FY14 Expenses, by Program Area



FY14 expenses totaled \$1,264,917, which included \$190,522 in rent/utility assistance.

## Net Assets, as of 6/30/14



Of the \$3,139,216 in assets, \$717,411 (23%) is available for general activities.  
FY14 reflects a \$49,612 increase in net assets.

## **Lazarus House Board of Directors, as of 10/08/14**

### **Executive Officers**

**Betsy Penny**, Board President  
Retired St. Charles Alderwoman & Special Education Teacher

**Deb Akins**, Board Vice President  
V.P., BMO Harris N.A.

**Bob McDowell**, Board Secretary  
Owner/President, McDowell Inc. of St. Charles

**Steve Sager**, Board Treasurer  
CPA, MBA, Jones, Sager, Haines & Co. LLP

### **Board Members**

**Lynette Anderson**, Director of Children and Family Ministries, Hosanna!

**Lynn Bruesewitz**, Owner, Software Support Systems, Inc.

**Diane DeWitte**, Office Assistant, DuPage Airport Authority

**Peter Fazio**, Owner, PJ Plumbing Service and Owner, Full Access Products

**Carolyn Hanna**, Commercial Insurance Broker, Corkill Insurance Agency, Inc.

**Thomas Hansen**, President, St. Charles Bank & Trust

**Julie Harter**, Executive Director, Ernst & Young

**Kathy Lamkin**, Director of Human Services, City of St. Charles

**Bob McDowell**, Owner/President, McDowell Inc. of St. Charles

**John Michalak**, VP, Chicago Investment Advisory Council, Inc.

**Beth Mooncotch**, Social Worker, MSW

**Jim Skaar**, Attorney, Law Office of James D. Skaar

### **Advisory Directors**

**Dave Mann**, St. Charles Free Methodist Church Representative

**Ellen Wildman**, Student Representative



**LAZARUS HOUSE**  
**FINANCIAL STATEMENTS**  
**AND**  
**INDEPENDENT AUDITORS' REPORT**  
**JUNE 30, 2014 AND 2013**

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## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Lazarus House  
St. Charles, Illinois

We have audited the accompanying financial statements of Lazarus House (a nonprofit organization), which comprise the statements of financial position as of June 30, 2014 and 2013, and the related statements of activities 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 whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Lazarus House 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.

### Other Matter

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The schedules of functional expenses on pages 10-11 are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

*Borhart Spellmeyer & Company, LLC*

Elgin, Illinois  
October 14, 2014

**FINANCIAL STATEMENTS**



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**LIABILITIES AND NET ASSETS**

	<u>2014</u>	<u>2013</u>
<b>CURRENT LIABILITIES</b>		
Accounts payable	\$ 443	\$ 2,311
Accrued payroll and benefits	30,202	28,391
Accrued vacation	24,987	33,951
Refundable advances	-	362
Accrued expenses	650	520
Deferred revenue	170	17,841
	<hr/>	<hr/>
Total current liabilities	56,452	83,376
<b>NET ASSETS</b>		
Unrestricted		
Net investment in fixed assets	2,023,439	2,080,868
Undesignated, available for general activities	717,411	676,565
	<hr/>	<hr/>
Total unrestricted	2,740,850	2,757,433
Temporarily restricted	341,914	275,719
	<hr/>	<hr/>
Total net assets	3,082,764	3,033,152
	<hr/>	<hr/>
Total liabilities and net assets	<u>\$ 3,139,216</u>	<u>\$ 3,116,528</u>

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

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2013		
Unrestricted	Temporarily Restricted	Total
\$ 523,479	\$ 6,082	\$ 529,561
61,104	60,041	121,145
35,779	398,690	434,469
11,212	20,000	31,212
-	54,300	54,300
30,609	-	30,609
1,173	-	1,173
29,360	-	29,360
19,606	-	19,606
10,040	-	10,040
722,362	539,113	1,261,475
571,501	(571,501)	-
1,293,863	(32,388)	1,261,475
679,386	-	679,386
199,749	-	199,749
272,386	-	272,386
99,338	-	99,338
18,727	-	18,727
1,269,586	-	1,269,586
24,277	(32,388)	(8,111)
2,733,156	308,107	3,041,263
<u>\$ 2,757,433</u>	<u>\$ 275,719</u>	<u>\$ 3,033,152</u>

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

**LAZARUS HOUSE****STATEMENTS OF CASH FLOWS**

Years ended June 30,

	<u>2014</u>	<u>2013</u>
<b>Cash flows from operating activities</b>		
Change in net assets	\$ 49,612	\$ (8,111)
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation expense	68,502	68,400
Change in operating assets and liabilities:		
(Increase) decrease in:		
Restricted cash	22,880	34,548
Receivables	(73,407)	22,646
Prepaid expenses	(216)	22,030
Increase (decrease) in:		
Accounts payable	(1,868)	317
Accrued expenses	(7,385)	5,919
Deferred revenue	(17,671)	3,801
Net cash provided by operating activities	40,447	149,550
<b>Cash flows from investing activities</b>		
Purchases of property and equipment	(11,073)	(17,128)
Net increase in cash and cash equivalents	29,374	132,422
<b>Cash and cash equivalents at beginning of year</b>	<u>653,497</u>	<u>521,075</u>
<b>Cash and cash equivalents at end of year</b>	<u>\$ 682,871</u>	<u>\$ 653,497</u>

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

## LAZARUS HOUSE

### NOTES TO FINANCIAL STATEMENTS

June 30, 2014 and 2013

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#### NOTE A - NATURE OF ORGANIZATION

Lazarus House (the Organization) is a nonprofit organization established to provide shelter and support services to the homeless within St. Charles, Batavia, Geneva, and western rural Kane County, Illinois through an emergency shelter program and a transitional housing program. The Organization also operates an outreach program to provide rental assistance and supportive services to low income residents of the area. The operations of Lazarus House are primarily supported by donor contributions and grants.

#### NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A summary of the significant accounting policies applied in the preparation of the accompanying financial statements follows.

1. Basis of accounting

The financial statements of the Organization have been prepared on the accrual basis of accounting and, accordingly, reflect all significant receivables, payables, and other liabilities.

2. Estimates

The preparation of financial statements in conformity with the accrual basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

3. Financial statement presentation

The Organization has adopted the Financial Accounting Standards Board's (FASB) Accounting Standards Codification (ASC) on the presentation of financial statements of not-for-profit entities. Under these standards, 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. In addition, the Organization is required to present a statement of cash flows.

4. Cash and cash equivalents

The Organization considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents. Restricted cash represents amounts received under a grant requiring receipts to be maintained in a separate bank account. This restricted cash amount does not include cash from other grants and contributions that are also restricted in their use, but which do not require the maintenance of a separate bank account.

5. Grants receivable and contingencies

Grants receivable are uncollateralized unconditional promises to give. Management individually reviews all grant receivable balances and based on an assessment of grantor's current funding status estimates the portion, if any, of the balance that will not be collected. As of June 30, 2014 and 2013, management considers all grant receivable balances to be collectible. If amounts become uncollectible, they are adjusted when that determination is made.



**LAZARUS HOUSE**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2014 and 2013**

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**NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued**

5. Grants receivable and contingencies – continued

The Organization receives significant financial assistance from several government agencies in the form of grants. The disbursement of funds received under these grants generally requires compliance with terms and conditions specified in the grant agreements. Disbursements are typically on a reimbursement basis; therefore, if the Organization does not incur sufficient qualified expenses, a portion of the grant may not be received. In the case of an advance payment of grant funds, a portion may become a liability to the Organization.

6. Property and equipment

The Organization capitalizes all expenditures for property and equipment with a useful life of over one year in excess of \$2,500. Purchased property and equipment are stated at cost. Donated property and equipment are stated at the approximate fair value at the date of donation. Depreciation is computed using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Leasehold improvements	7-39
Building and improvements	10-39
Equipment	3-10

Routine maintenance and repairs are charged to operations in the year incurred. Gains and losses on dispositions of equipment are included as a change in net assets in the year of disposition.

7. Income taxes

The Organization is a not-for-profit organization that is exempt from federal income taxes under Section 501(a) as described in Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income tax expense is included in the accompanying financial statements.

The Organization files an annual exempt organization information return in the U.S. federal jurisdiction and Illinois state jurisdiction. The Organization is subject to examination by U.S. federal tax authorities and Illinois state tax authorities for three years after a return is due or filed, whichever is later.

8. Contributions and grants

Contributions and grants, including unconditional promises, are recognized as revenues in the period received. Conditional promises are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met. Contributions and grants received are recorded as increases in unrestricted, temporarily restricted, or permanently restricted net assets, depending on the existence and/or nature of any donor restrictions. Temporarily restricted net assets are reclassified to unrestricted net assets upon satisfaction of the time or purpose restriction.

**LAZARUS HOUSE**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2014 and 2013**

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**NOTE B - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued**

9. Donated materials and services

Donated materials and supplies which pass through the Organization to the guests are not recorded as revenue or expenditures.

The Organization receives a substantial amount of services donated by local churches, community organizations, and individuals. The value of this contributed time is not reflected in the accompanying financial statements. The Organization received approximately 17,700 and 17,800 hours in the years ended June 30, 2014 and 2013, respectively.

10. Related party transactions

The Organization receives several contributions from its officers, board members, and volunteers. The Organization received contributions of \$17,660 in 2014 and \$15,100 in 2013 from board members and companies in which a board member is an owner.

11. Subsequent events

Management has evaluated subsequent events through October 14, 2014. This date represents the date the financial statements are available to be issued.

**NOTE C - RENTAL ASSISTANCE SUBSIDY AGREEMENT**

In September 2008, the Organization entered into an agreement with the Illinois Housing Development Authority (the Authority) to work with other Kane County agencies to provide rental housing support for severely low income households through the agreement termination date of June 30, 2011. Under the terms of the agreement, the Organization received funding from the Authority and then disbursed subsidy funds to qualified landlords and agencies. As an agent of the Authority, the Organization recognized funding advances as refundable advances on the statements of financial position. During the 2011 fiscal year, the Organization entered into a renewal of the September 2008 agreement with the Authority. This renewal will continue to provide up to \$660,000 in rental housing support for severely low income households served under the first agreement. This renewal agreement terminates on June 30, 2014. During the 2014 fiscal year, the Organization renewed the agreement with the Authority. This renewal provides up to \$544,856 in rental housing support and terminates June 30, 2017.

In September 2009 and September 2010, the Organization entered into agreements with the Illinois Housing Development Authority (the Authority) to work with other Kane County agencies to provide up to \$692,802 and \$478,606, respectively, in rental housing support for severely low income households through the agreement termination dates of June 30, 2012 and June 30, 2013, respectively. The Organization entered into a renewal of the September 2009 agreement with the Authority during fiscal year 2013. This renewal provides up to \$674,022 in rental housing support and terminates June 30, 2015. The Organization entered into a renewal of the September 2010 agreement with the Authority. This renewal provides up to \$435,656 in rental housing support and terminates June 30, 2016.

**LAZARUS HOUSE****NOTES TO FINANCIAL STATEMENTS**

June 30, 2014 and 2013

**NOTE C - RENTAL ASSISTANCE SUBSIDY AGREEMENT - Continued**

The Organization earns an operating fee under the terms of these agreements and are recognized as revenue when earned.

The agreement activity for the years ending June 30, 2014 and 2013 is as follows:

	Agreement Total	Refundable Advances	Deferred Revenue
Balance at June 30, 2012	\$ 14,040	\$ -	\$ 14,040
Receipts	397,687	358,107	39,580
Expenditures	(398,245)	(362,296)	(35,949)
Refunded expenditures	4,721	4,551	170
Balance at June 30, 2013	18,203	362	17,841
Receipts	321,410	311,508	9,902
Expenditures	(342,129)	(314,556)	(27,573)
Refunded expenditures	2,686	2,686	-
Balance at June 30, 2014	<u>\$ 170</u>	<u>\$ -</u>	<u>\$ 170</u>

**NOTE D - LINE OF CREDIT**

The Organization has \$250,000 available under a collateralized line of credit agreement with a bank, expiring March 1, 2015. Borrowings on the line of credit bear interest at the bank's prime rate plus 0.50% (3.75% at June 30, 2014). The line is secured by substantially all assets of the organization. There were no outstanding balances at June 30, 2014 and 2013.

**NOTE E - OPERATING LEASE**

On May 1, 2001, the Organization entered into a 15-year lease for its primary operating facility that began on March 7, 2002, the date of issuance of the occupancy permit. The lease grants the Organization the right to renew for an additional 5-year term. The lease requires monthly rent of \$1,226 plus agreed-upon reimbursement allocations of operating expenses such as utilities, security system, and insurance.

The total future minimum lease commitments on operating leases as of June 30, 2014 are as follows:

2015	14,712
2016	14,712
2017	9,808
	<u>\$ 39,232</u>



**LAZARUS HOUSE**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2014 and 2013**

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**NOTE E - OPERATING LEASE - Continued**

Occupancy expense for the years ended June 30, 2014 and 2013 totaled \$64,651 and \$62,434, respectively. In 2014, occupancy expense consists of \$14,712 rent for the primary operating facility, \$36,280 of additional costs agreed to by the Organization for the primary facility, and \$13,659 for expenses related to other facilities owned by the Organization. In 2013, total occupancy expense consisted of \$14,712 for rent for the primary facility, \$35,563 for additional costs agreed to by the Organization for the primary facility, and \$12,159 for expenses related to other facilities owned by the Organization.

**NOTE F - RESTRICTIONS ON NET ASSETS**

Temporarily restricted net assets totaling \$133,178 and \$161,129 at June 30, 2014 and 2013, respectively, are available to provide various support services to the Organization's guests. Additional temporarily restricted net assets totaling \$208,736 and \$114,590 at June 30, 2014 and 2013, respectively, are held with time restrictions that will expire during the 2015 fiscal year.

**NOTE G - NET ASSETS RELEASED FROM RESTRICTION**

Net assets were released from donor imposed restrictions by incurring expenses satisfying the restricted purposes or by occurrence of other events specified by donors as follows:

	<u>2014</u>	<u>2013</u>
Purpose restriction accomplished:		
Program expenses	\$ 535,140	\$ 558,050
Capital expenditures	12,963	13,451
Time restrictions expired	750	-
	<u>548,853</u>	<u>571,501</u>
Total restrictions released	<u>\$ 548,853</u>	<u>\$ 571,501</u>

**NOTE H - CONCENTRATIONS**

The Organization maintains its cash balances in six financial institutions located in St. Charles, Illinois and Batavia, Illinois. The balances are insured by the Federal Deposit Insurance Corporation up to \$250,000. There were no uninsured cash balances at June 30, 2014 and 2013.



**SUPPLEMENTAL INFORMATION**



**LAZARUS HOUSE**  
**SCHEDULE OF FUNCTIONAL EXPENSES**  
**Year ended June 30, 2013**

	Program Services			Support Services		Total
	Emergency Shelter	Transitional Housing	Outreach	Management and General	Fundraising	
Compensation and related expense						
Compensation	\$ 408,005	\$ 80,365	\$ 61,819	\$ 55,637	\$ 12,364	\$ 618,190
Payroll taxes	40,169	7,912	6,086	5,478	1,217	60,862
Employee benefits	80,889	15,933	12,256	11,030	2,451	122,559
	<u>529,063</u>	<u>104,210</u>	<u>80,161</u>	<u>72,145</u>	<u>16,032</u>	<u>801,611</u>
Advertising	697	697	697	-	-	2,091
Bank service charges	-	-	(4)	990	-	986
Conferences and travel	220	43	233	80	106	682
Depreciation	20,781	40,155	5,192	2,273	-	68,401
Dues and subscriptions	159	159	759	120	-	1,197
Furniture and fixtures	9,171	2,922	1	-	-	12,094
Guest expense						
Clothing	1,198	302	23	-	-	1,523
Substance abuse	1,807	60	-	-	-	1,867
Food and toiletries	18,160	6,339	33	-	-	24,532
GED	2,440	25	-	-	-	2,465
Medical	426	130	-	-	-	556
Miscellaneous	373	198	-	-	-	571
Program materials	(748)	(342)	178	-	-	(912)
Transportation	2,315	91	-	-	-	2,406
Rental assistance	-	-	164,141	-	-	164,141
Insurance						
Property and casualty	6,564	2,119	2,423	1,245	181	12,532
Workers' compensation	15,887	3,129	2,407	2,166	481	24,070
Miscellaneous	561	197	-	808	-	1,566
Printing	554	554	554	-	416	2,078
Office supplies	2,644	2,644	2,643	-	442	11,017
Payroll processing	1,597	315	242	218	48	2,420
Postage and delivery	1,160	1,015	1,334	1,356	702	5,567
Professional fees	5,166	5,166	5,566	11,700	-	27,598
Recognition	-	-	-	941	-	941
Occupancy	35,436	23,419	2,762	719	98	62,434
Repairs and maintenance	15,086	3,838	1,204	-	-	20,128
Telephone	5,856	1,203	1,134	1,736	177	10,106
Travel and entertainment	2,813	1,161	703	197	44	4,918
	<u>\$ 679,386</u>	<u>\$ 199,749</u>	<u>\$ 272,386</u>	<u>\$ 99,338</u>	<u>\$ 18,727</u>	<u>\$ 1,269,586</u>





# **Renz Addiction Counseling Center**



City of St. Charles  
708 Mental Health Board  
Accountability Report for Funds Expended Checklist

It is the responsibility of the agency requesting City of St. Charles 708 Mental Health Board funding to verify all Accountability Report requested information is submitted at the time of application submission.

Please use the following checklist to sign off as you compile your application packet for submission. Incomplete applications or applications submitted after **February 6, 2015 - NOON** will not be considered for funding for the 2015/2016 funding period.

Please submit your information in the order in which it appears on the application.

Initialed by Grant Requestor as included in application packet

- 1:  Agency and contact information completed.
- 2:  2015/2016 total funding request is: \$68,000.
- 3:  Completed narrative mission of the organization as it relates to the City of St. Charles 708 Mental Health Board's charged areas of residents with, or at risk of:
  - a. mental disorders
  - b. developmental disabilities, including mental, retardation, cerebral palsy, epilepsy and autism
  - c. substance abuse
  - d. drug abuse
- 4:  You have **specifically** described your organization's goals as it relates to our mission.
- 5: *Keeping in mind individuals are to be counted only once, regardless of the number of times served per fiscal year though direct number of hours these individual are served need to be quantified.*

On the application you have broken down/described:

- How funds will be expended and have quantified services provided to City of St. Charles residents.
- Attached annual detailed budget or year ending Financial Statements and annual report.
- Described St. Charles 708 Fund Expenditure History.
- The total direct number of individuals your agency served in the past year 1,192 (individuals).
- Direct number living **within the City of St. Charles city limits** served in this timeframe 154 (individuals).
- Direct number of service hours provided to City of St. Charles residents: 3,507.
- Quantified costs allocated to the services provided, i.e., cost per hour and or program costs for City of St. Charles residents \$19.39.
- Identified other services provided to and for the City of St. Charles' residents.
- Attached a list of current Board of Directors for you agency *as specified in our application*.
- Attached a copy of your current 501 (c) (3).

*Keep in mind individuals are to be counted only once, regardless of the number of times served per Fiscal year though the direct number of hours these individuals are served need to be quantified.*

Renz Addiction Counseling Center Agency submitting their funding request application 1-20-15 Date

Deb Howe  
Printed Name of Person  
Completing Application

Deb Howe  
Signature

Marketing/Development Director  
Title/Position

**City of St. Charles**  
**708 Mental Health Board**  
**Accountability Report for funds Expended**

Agency Name: Renz Addiction Counseling Center

Contact Person: Jerry Skogmo Phone #: 847-742-3545 ext. 232

Main Office Address: One American Way, Elgin, Illinois 60120

Funding requested from City of St. Charles 708 Board for fiscal year 15/16: \$68,000

**Describe mission (include narrative explaining how mission relates to City of St. Charles):**

Renz Addiction Counseling Center is a not-for-profit corporation dedicated to empowering people to lead healthier lives. Through evidence-based prevention and treatment programs, the Center delivers effective and professional services with integrity and compassion. City of St. Charles 708 Mental Health Board funds will support the clinical staff to provide the most effective preventative and clinical care in a safe and nurturing environment through a teamwork approach for anyone affected by addiction or addiction-related issues.

The philosophy of treatment programs of Renz Addiction Counseling Center is based on the belief that addiction is a chronic, progressive disease with its own symptomatology. Clients receive a thorough assessment and are placed in a treatment program according to the level of care needed. City of St. Charles residents who come to the agency fit into the mission and philosophy of the Center. It should be noted that the research on the negative effects of addiction is compelling for a community. Addiction is highly correlated with increased incidence of health problems, crime, family discord, domestic violence, poverty, low productivity and unemployment. We see this pattern in all of the communities we serve including St. Charles. In the final analysis, successfully treating substance abuse helps make the City of St. Charles healthier and safer.

**Describe specific goals that fit City's mission and indicate how goals will be accomplished.**

The goal for each client is to reduce or eliminate the use of alcohol and/or drugs. The Center strongly promotes abstinence and this is the goal for the vast majority of clients. We also employ a "harm-reduction" model for clients who are not motivated to quit their consumption but are willing and able to reduce their use. These are clients who abuse drugs or alcohol but are not dependent on them (physically addicted). Those who are alcohol or drug dependent, abstinence is necessary. The program has met goals as it relates to access to treatment and treatment retention. We have decreased the time it takes for an individual contacting us to get into their first appointment and we have also increased the length of time an individual is in treatment. Both of these factors are very important because the research shows, not surprisingly, that the easier it is to access treatment and the longer an individual is in treatment the better the prognosis. We have worked very hard at meeting these two objectives. Our rating from the Illinois Department of Alcoholism and Substance Abuse (DASA) has been higher than the state-wide average for client engagement in the first 30 days and in retention of clients attending at least 10 sessions after the first 30 days.

The Center evaluates the effectiveness of the programs in a number of ways:

1. Initially all treatment plans are reviewed by a physician to help ensure that the client (patient) is receiving the proper treatment plan.
2. Each case is reviewed every 30 days by the Center's Clinical Director.
3. A client satisfaction survey is given to clients annually. The information provided from the results of the surveys measures many variables, from our responsiveness as an organization to clients' satisfaction with their progress.
4. A quality assurance professional reviews a random sample (15%) of all cases for a record review and to ascertain the quality of services being provided to each client.
5. Renz Center reports data to the state that measures treatment access engagement and treatment retention. Results of measuring these indicators are used to evaluate program effectiveness and compare to other providers.



Agency Name: Renz Addiction Counseling Center

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**Describe how funds will be expended and quantify services provided to the City of St. Charles:**

- **Attached a budget detail for the funds sought** – See Attachment A: Budget Detail  
In an effort to reduce rent, minimize maintenance issues, and improve overall community visibility, Renz Center recently moved its St. Charles location to 406 Illinois Ave. Funds at our St. Charles location are primarily for two counselors, clinical supervision, and support staff. Occupancy costs are the second largest expense although we do rent out one of our offices to another community provider, Ecker Center For Mental Health. The budget submitted also reflects costs directly related to services at the Illinois Ave. location and includes administrative expenses, supplies and equipment. City of St. Charles funds assist with payment for St. Charles residents who receive services in the St. Charles location in addition to those who may need more specialized services at our Elgin location.

In fiscal year 2014, 3,507 hours of service were provided to 154 City of St. Charles residents in programs ranging from special services for adolescents and women to compulsive gamblers, to offenders referred by the court system.

- **Include a brief program description of each item or service**

As a full-service agency, Renz Center offers alcohol and drug addiction treatment services, including individual, family and group counseling, DUI services, special programming for women clients and adolescents, and psychiatric services. In addition, the Center provides case management between schools, the court system and other health care/social service providers, and toxicology tests to verify treatment compliance. See Attachment B: St. Charles Demographics

**Added Benefits To St. Charles Residents**—Due to federal and state funding support, Renz Center is now able to offer residents additional services free of charge including our new CABHI program for the homeless and our SUPPORT treatment program for minority women. The chronically homeless substance abusing population will receive free treatment as a result of the Department of Human Services' Division of Alcoholism and Substance Abuse (DASA) funding. Those services will be offered at the St. Charles office and our collaboration with Lazarus House will continue. (Please note: SAMHSA funded our 5 year Community Homeless Integration Project or CHIP program that ended September 2014.) In addition, Sisters Unite in Preventing and Protecting Ourselves by Recovering Together (SUPPORT) is a new program that provides minority women 18 years and older with free substance abuse treatment, mental health counselling, psychiatric services, case management, recovery coaching, HIV testing and counselling, parenting support and education, free childcare, access to transportation assistance and other supportive services.

- **Funds from 708 Mental Health Board and/or funds from other sources**

Attached is a budget that outlines expected revenues and expenses for the next fiscal year for our St. Charles office. The other municipality or organizations contributing to this office in FY15 include: City of Geneva (\$7,400) and the Geneva Community Chest (\$1,800) for Geneva residents and the United Way of Central Kane County (\$18,500—pending). For a complete list, see Attachment C: Operating and Capital Grantors

Agency Name: Renz Addiction Counseling Center

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**St Charles 708 Fund Expenditure History – explain how funds allocated from previous year were expended and purposes of those expenditures. Note: if funding allocation is over \$25,000, attached most recent financial statements, audit and annual report:**

Funds from the City of St. Charles helped pay for a wide variety of clinical services to residents of St. Charles. These include three-hour comprehensive assessments, individual, family and group counseling, special programming for women clients and adolescents, psychiatric services, case management between schools, the court system and other health care/social service providers, and toxicology tests to verify treatment compliance. In addition, DUI offenders may be seen for assessments and risk-education classes. City of St. Charles residents are also eligible to receive services for problem and compulsive gambling, in addition to educational presentations—primarily drug and alcohol abuse prevention education, and HIV education.

See Attachment D: Financial Statement; Attachment E: Audited Financial Statement; and Attachment F: Annual Report

**On an annualized (12 month) basis, provide information on City of St. Charles residents served:**

**Direct service: number of individual clients/consumers served: 154**

**Aggregate number of direct service hours provided: 3,507**

*\*includes clients in CHIP (Community Homeless Integration Project)*

**Describe agency cost basis per client/consumer served (e.g., per hour cost and/or program costs allocated to City of St. Charles residents and how this was derived):**

Program Cost per St. Charles Client = \$68,000 (request)/154 (estimate of clients served) = \$441.56/client

Hourly Cost per St. Charles Client = \$68,000 (request)/ 3507 (estimated client hours) = \$19.39/hour

**Identify other services provided to and for the benefit of City of St. Charles' residents (education, presentations, volunteer training and group activities/events).**

Renz Center is licensed to provide alcohol server education and training to restaurants, bars and liquor retail establishments. Employees of these businesses can participate in a training designed to prepare them for dealing with unruly customers and eliminating uncertainty in ambiguous situations and educating them on the physiological effects of overconsumption. Renz Center also offers HIV prevention, testing and counseling to City of St. Charles residents at no cost and has several programs that target high-risk individuals. In 2010 Renz Center staff spearheaded a 5-year federal grant targeting the homeless, mentally ill and/or substance abuse population, referred to as the Community Homeless Integration Project (CHIP). While the program has concluded, due to its success, Renz Center recently received \$196,875 from the Department of Human Services to fund Cooperative Agreement to Benefit Homeless Individuals (CABHI), a state funded collaborative project which provides intensive case management, substance abuse treatment, mental health counseling, and primary medical care for those who are chronically homeless and who have recently been integrated into permanent supportive housing. CABHI is a collaborative program in which Renz Center, Community Crisis Center, and Lazarus House coordinate to serve eligible homeless clientele, and it will therefore primarily serve the St. Charles and Elgin communities.

**Attach a list of current Board of Directors for your agency, listing the length of time that each Board member has served in their current term. Also attach a brief summary of how Board members are elected, the qualifications sought, and any term limits for Board members.** See Attachment G: Board of Directors and Attachment H: Board Selection

**Attach a copy of current 503C or tax exempt status certification.** See Attachment I: IRS 501 (c)(3) Determination Letter

Agency Name: Renz Addiction Counseling Center

**Please note that agencies that are allocated funds from the STC 708 Board in excess of \$25,000 in any fiscal year are also subject to the following requirements:**

1. Monthly financial statements must be submitted to the Government Operations Committee of the St. Charles City Council by no later than the 15<sup>th</sup> day of the following month.
2. An annual report must be submitted to this same Committee.
3. A representative of the agency must make a brief presentation describing the purpose of the agency, it's future plans and how it's programs and services have benefited the residents of St. Charles to this Committee on an annual basis at the date and time to be determined (following the allocation recommendation process by the STC 708 Board, but prior to the actual release of any funds).

Funding request amount for current fiscal year \$68,000.

Application Date: January 20, 2015

**For STC 708 Board Only:**

**Recommended funding for current fiscal year: \$** \_\_\_\_\_ **Recommendation Date:** \_\_\_\_\_



**Fiscal Year 2015**  
**Renz Center St. Charles Office**  
**Expected Revenue (Actual and "Being Sought")**

DASA Contract	66,000.00
St. Charles Mental Health Board	68,000.00
Geneva Mental Health Board	7,500.00
Geneva Community Chest	1,700.00
United Way of Central Kane County	15,500.00
SAMHSA GRANT - CHIP	22,000.00
Client fees & third party insurance	20,000.00
Rental Income	10,850.00
	<u>211,550.00</u>

**Expenses**

Salaries	91,000.00
Fringe	24,400.00
Outside services	1,100.00
Mileage	700.00
Contract services	24,000.00
Advertising	5,300.00
Computer consulting	1,500.00
Dues and subscriptions	1,000.00
Equipment costs/rental	4,405.00
Insurance	4,500.00
Repairs and maintenance	2,500.00
Professional fees	7,200.00
Misc program expenses	800.00
Office supplies	900.00
Postage and printing	1,150.00
Rent	29,800.00
Telephone	2,600.00
Utilities	2,800.00
	<u>205,655.00</u>



## City of St. Charles

### Characteristics of the Population – FY14\*

Referral Source:		Treated for:		Educational Level:	
Addiction Treatment Provider	1	Alcohol	79	Less than 10 years	6
<b>Criminal Justice:</b> Diversionary Prgm = 4 DUI = 1 Oth Court(Court Supervision) = 5 Probation/Parole = 16 State / Federal Court = 2	28	Amphetamines & Other Amphetamines	1	10 through 11 years	26
		Cocaine/Crack	8	12 years	80
		Heroin	3	13 through 14 years	22
		Marijuana/Hashish	59	15 through 16 years	15
Individual	4	Not treated for Substance	3	17+	5
Other Community Referral	115	Gambling	1		
Other Health Care Provider	3				
School	2				
Child Welfare (DCFS)	1				
Total	154	Total	154	Total	154

Problem Area:		Prior Treatment Episodes:		ETHNICITY:	
Alcohol	37	No prior treatment	71	African American	22
Drugs	33	One	43	American Indian	3
Both Alcohol and Drugs	80	Two	20	Caucasian	124
Gambling	1	Three	14	Hispanic	5
None	3	Four	3		
		Five or more	3		
Total	154	Total	154	Total	154

AGE:		GENDER:		OTHER:	
12 and Under	0	Male	121	Veterans	9
13 - 20	31	Female	33	MISA Clients	57
21 - 30	51			Pregnant Clients	0
31 - 40	17			Income <20,001	135
41 - 50	33				
51 - 60	18				
61 and over	4				
Total	154	Total	154		

#### Clients / Hours Served : \*

87 Clients received treatment in the St. Charles Office:	2032.25
67 Clients received treatment in the Elgin Office:	1455.00
* 8 Clients received treatment in the Second Chance Program (demographic information is not collected)	20.00
<b>Clients</b>	<b>Hours Served:</b>
	3507.25

**Agency Operating and Capital Grantors  
Fiscal Year 2014**

<b>Operating Grants</b>	<b>Amount Awarded</b>
Illinois Department of Alcoholism & Substance Abuse	\$792,735
Substance Abuse Mental Health Services Administration (SAMHSA)	\$608,000
Illinois Department of Public Health	\$375,710
City of St. Charles	\$ 64,000
School District 300	\$ 57,878
Hanover Township	\$ 57,000
Kane County Probation	\$ 54,592
United Way of Central Kane County	\$ 15,200
US Probation	\$ 11,075
EFS Foundation	\$ 7,500
Kane County Second Chance	\$ 9,440
Elgin Township	\$ 20,000
City of Geneva	\$ 7,000
Zurich Foundation	\$ 2,575
Sheridan Correctional Facility	\$ 2,334
Geneva Community Chest	\$ 1,800
<b>Capital Grants</b>	
Community Development Block Grant – City of Elgin	\$ 35,000

**RENZ ADDICTION COUNSELING CENTER  
SUMMARY - UNAUDITED RESULTS  
5 MONTHS ENDED NOVEMBER 30, 2014**

<b>Revenue Source</b>	<b>1-Month Ended 11/30/14</b>	<b>5-Months Ended 11/30/14</b>	<b>Budget Year-To-Date</b>	<b>5-Months Ended 11/30/13</b>
Programs	\$ 212,654	\$ 1,078,031	\$ 1,047,658	\$ 994,842
Fundraising	(735)	13,783	7,083	10,786
EAS	(1,134)	4,938	5,885	5,872
Administrative	7,789	22,702	45,272	70,180
<b>Total Revenues</b>	<b>\$ 218,574</b>	<b>\$ 1,119,454</b>	<b>\$ 1,105,898</b>	<b>\$ 1,081,680</b>
<b>Expenditures</b>				
Programs	\$ 193,536	\$ 949,703	\$ 867,397	\$ 869,504
EAS	377	3,498	4,896	2,606
Administrative	35,440	164,058	185,021	171,104
<b>Total Expenditures</b>	<b>229,353</b>	<b>1,117,259</b>	<b>1,057,314</b>	<b>1,043,214</b>
<b>Profit(Loss)</b>	<b>(10,779)</b>	<b>2,195</b>	<b>48,584</b>	<b>38,466</b>
Contributions - capital campaign	113	813	2,083	50
Interest -accounts receivable	0	0	1,250	2,116
Real estate tax refund	0	0	0	0
<b>Total Profit(Loss)</b>	<b>\$ (10,666)</b>	<b>\$ 3,008</b>	<b>\$ 51,917</b>	<b>\$ 40,632</b>

**Activities Departmentalized**

Elgin	\$ 19,204	\$ 93,822		
Streamwood	3,987	16,759		
St. Charles	2,237	27,423		
Prevention - HIV	(497)	3,114		
Prevention - ATOD	(5,813)	(12,789)		
EAS	(1,511)	1,439		
Operating profit	17,607	129,768		
Net administration	(28,386)	(127,573)		
<b>Profit(Loss)</b>	<b>(10,779)</b>	<b>2,195</b>		
Contributions - capital campaign	113	813		
Interest -accounts receivable	0	0		
<b>Total Profit(Loss)</b>	<b>\$ (10,666)</b>	<b>\$ 3,008</b>		

**Assets**

Cash	\$ 364,342	\$ 314,568
Accounts receivable	582,450	627,124
Capital campaign pledges received	0	4,354
Allowance for bad debt	(51,600)	(40,700)
Net property and equipment	1,890,549	1,942,406
Other assets	10,890	15,802
<b>Total Assets</b>	<b>\$ 2,796,631</b>	<b>\$ 2,863,554</b>

**Liabilities**

Current liabilities	\$ 153,956	\$ 180,153
Mortgage payable	457,983	544,820
Board designated fund balance	125,000	125,000
Fund balance	2,059,692	2,013,581
<b>Total Liabilities and Fund Balance</b>	<b>\$ 2,796,631</b>	<b>\$ 2,863,554</b>

**Renz Addiction Counseling Center**

**Financial Statements**

**One Month and Five Months ended  
November 30, 2014 and 2013**



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Accountant's Compilation Report

To the Members of the Board  
Renz Addiction Counseling Center  
One American Way, 2nd Floor West  
Elgin, IL 60120

We have compiled the accompanying statements of financial position of Renz Addiction Counseling Center(a nonprofit organization) as of November 30, 2014 and 2013 and the related statements of activities and cash flows for the one month and five months then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

The supplemental information contained on pages 6-11 is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary information has been compiled from information that is the representation of management. We have not audited or reviewed the supplementary information and, accordingly, do not express an opinion or provide any assurance on such supplementary information.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Organization's financial position, changes in net assets, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Renz Addiction Counseling Center.

*Tighe, Kress & Orr P.C.*

Elgin, IL  
December 29, 2014

**Renz Addiction Counseling Center  
Statements of Financial Position**

	<b>Assets</b>	
	<b><u>November 30, 2014</u></b>	<b><u>November 30, 2013</u></b>
<b>Current Assets</b>		
<b>Cash</b>		
Cash	\$ 321,214.86	\$ 271,482.65
Cash-CD's	43,127.39	43,085.50
<b>Total Cash</b>	<u>364,342.25</u>	<u>314,568.15</u>
<b>Accounts Receivable</b>		
Accounts receivable	582,450.42	627,124.16
Capital campaign pledges receivable	0.00	4,354.00
Allowance for bad debt	(51,600.00)	(40,700.00)
<b>Total Accounts Receivable</b>	<u>530,850.42</u>	<u>590,778.16</u>
<b>Total Current Assets</b>	<u>895,192.67</u>	<u>905,346.31</u>
<b>Property and Equipment</b>		
Land and building	1,760,968.09	1,760,968.09
Equipment	344,652.49	343,644.74
Computer equipment	65,368.99	64,078.99
Leasehold improvements	595,416.84	591,869.84
Software	10,636.84	10,636.84
<b>Total Property and Equipment</b>	<u>2,777,043.25</u>	<u>2,771,198.50</u>
Less: accumulated depreciation	(886,493.99)	(828,792.15)
<b>Net Property and Equipment</b>	<u>1,890,549.26</u>	<u>1,942,406.35</u>
<b>Other Assets</b>		
Refinance costs	3,500.00	3,500.00
Accumulated amortization	(2,041.57)	(1,341.61)
Prepaid expense	6,281.24	9,768.87
Security deposit	3,150.00	3,875.00
	<u>10,889.67</u>	<u>15,802.26</u>
<b>Total Assets</b>	<u>\$ 2,796,631.60</u>	<u>\$ 2,863,554.92</u>
<b>Liabilities and Fund Balance</b>		
<b>Current Liabilities</b>		
Accounts payable	\$ 59,244.66	\$ 70,695.52
Accrued expenses	82,061.56	78,190.21
Due to State of Illinois	6,000.00	16,750.00
Real estate tax payable	1,650.00	12,336.84
Security deposit	0.00	2,181.00
Unearned revenue	4,999.98	0.00
<b>Total Current Liabilities</b>	<u>153,956.20</u>	<u>180,153.57</u>
<b>Other Liabilities</b>		
Long term loans payable	<u>457,983.41</u>	<u>544,820.13</u>
<b>Total Other Liabilities</b>	<u>457,983.41</u>	<u>544,820.13</u>
<b>Fund Balance</b>		
Board designated funds	125,000.00	125,000.00
Unrestricted net assets	<u>2,059,691.99</u>	<u>2,013,581.22</u>
<b>Total Fund Balance</b>	<u>2,184,691.99</u>	<u>2,138,581.22</u>
<b>Total Liabilities and Net Assets</b>	<u>\$ 2,796,631.60</u>	<u>\$ 2,863,554.92</u>

See Accountant's Compilation Report

**Renz Addiction Counseling Center  
Statements of Activities**

	One Month Ended November 30, 2014	Five Months Ended November 30, 2014	One Month Ended November 30, 2013	Five Months Ended November 30, 2013
<b>Revenue - Programs:</b>				
DASA contracts	64,988.05	322,026.04	66,051.24	330,306.20
Medicaid and misc DASA	8,439.91	54,675.67	4,702.32	32,367.16
CABHI	21,875.00	43,750.00	0.00	0.00
United Way contracts	1,051.41	5,257.13	1,333.33	6,666.65
IDPH Minority grant	5,000.00	15,000.00	7,291.66	18,958.32
IDPH - Category 2	10,887.00	54,435.00	9,887.00	49,435.00
IDPH - Cancer prevention	3,333.33	6,666.66	0.00	0.00
Lake County HIV	6,788.83	33,942.65	6,788.33	33,943.65
Cook County HIV	7,666.66	38,333.30	5,280.00	26,400.00
Rockford HIV	2,260.00	4,520.00	1,133.33	5,666.65
SAMHSA grant - Media	10,416.66	20,833.32	0.00	83,833.26
SAMHSA grant - CHIP	0.00	87,499.98	29,166.66	145,833.30
SAMHSA grant - SUPPORT	43,333.33	227,171.69	47,272.72	94,545.44
Second Chance Program	680.00	4,680.00	360.00	5,040.00
Client fees	4,977.00	28,975.80	6,821.50	38,417.40
Client fees - third party	1,388.74	17,586.45	2,760.03	22,283.76
US Probation and Pretrial fees	1,686.00	5,492.00	738.00	2,918.00
Kane County Probation fees	3,649.00	21,345.00	0.00	24,353.00
Township grants	1,428.57	7,142.85	0.00	0.00
Hanover Township	5,500.00	24,500.00	4,750.00	23,750.00
School District 300	0.00	12,945.00	6,263.00	17,603.00
Other foundations and grants	833.33	7,962.02	140.00	4,173.35
Geneva 708	1,000.00	5,000.00	0.00	0.00
Geneva Community Chest	158.00	794.50	158.00	794.00
Sheridan Correctional Facility	0.00	809.84	0.00	887.76
St Charles Mental Health	5,333.33	26,666.32	5,333.33	26,666.69
<b>Total Program Revenue</b>	<b>\$ 212,654.15</b>	<b>\$ 1,078,031.22</b>	<b>\$ 206,240.45</b>	<b>\$ 994,842.59</b>
	97.2	96.2	83.2	91.8
	29.7	28.7	26.7	30.5
	3.9	4.9	1.9	3.0
	10.0	3.9	0.0	0.0
	0.5	0.5	0.5	0.6
	2.3	1.3	2.9	1.7
	5.0	4.9	4.0	4.6
	1.5	0.6	0.0	0.0
	3.1	3.0	2.7	3.1
	3.5	0.4	2.1	2.4
	1.0	0.4	0.5	0.5
	4.8	1.9	0.0	7.7
	0.0	7.8	11.8	13.5
	19.8	20.3	19.1	8.7
	0.3	0.4	0.1	0.5
	2.3	2.6	2.8	3.5
	0.6	1.6	1.1	2.1
	0.8	0.5	0.3	0.3
	1.7	1.9	0.0	2.2
	0.7	0.6	0.0	0.0
	2.5	2.2	1.9	2.2
	0.0	1.2	2.5	1.6
	0.4	0.7	0.1	0.4
	0.5	0.4	0.0	0.0
	0.1	0.1	0.1	0.1
	0.0	0.1	0.0	0.1
	2.4	2.4	2.2	2.5

See Accountant's Compilation Report  
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**Renz Addiction Counseling Center  
Statements of Activities (continued)**

	One Month Ended November 30, 2014	Five Months Ended November 30, 2014	One Month Ended November 30, 2013	Five Months Ended November 30, 2013
<b>Revenue-Program</b>				
Revenue-Fundraising(Net)	\$ 212,654.15	\$ 1,078,031.22	\$ 206,240.45	\$ 994,842.59
Revenue-Employee Assistance Svcs	(734.77)	13,783.49	1,018.71	10,786.70
	(1,134.00)	4,938.12	0.00	5,872.12
<b>Revenue-Administrative:</b>				
Contributions	687.00	3,381.83	870.00	1,423.56
Interest and dividends	17.36	88.57	20.40	382.67
Rental income	0.00	3,206.40	801.60	4,008.00
One American Way rental income	667.76	4,225.17	2,845.20	14,193.02
Management fee	3,436.91	8,397.98	1,063.53	5,422.35
Other income	2,979.12	3,401.72	35,000.00	44,749.42
<b>Total Operating Revenue</b>	<u>218,573.53</u>	<u>1,119,454.50</u>	<u>247,859.89</u>	<u>1,081,680.43</u>
Program expenditures	193,536.03	949,702.60	186,368.59	869,503.70
Employee Assistance Svcs expenditures	376.83	3,498.81	470.54	2,606.20
Administrative expenditures	35,439.91	164,058.00	35,363.18	171,104.53
<b>Total Expenditures</b>	<u>229,352.77</u>	<u>1,117,259.41</u>	<u>222,202.31</u>	<u>1,043,214.43</u>
Increase(Decrease)	<u>(10,779.24)</u>	<u>2,195.09</u>	<u>25,657.58</u>	<u>38,466.00</u>
<b>Other Sources:</b>				
Contributions-Capital Campaign	113.26	813.26	0.00	50.00
Interest - accounts receivable	0.00	0.00	0.00	2,116.00
Increase(Decrease) net assets	<u>(4.9)</u>	<u>0.3</u>	<u>0.0</u>	<u>3.7</u>
Beginning unrestricted net assets		2,058,683.64		1,972,949.22
Ending unrestricted net assets		<u>\$ 2,059,691.99</u>		<u>\$ 2,013,581.22</u>

See Accountant's Compilation Report  
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**Renz Addiction Counseling Center  
Statements of Cash Flows**

	One Month Ended November 30, 2014	Five Months Ended November 30, 2014	One Month Ended November 30, 2013	Five Months Ended November 30, 2013
<b>Cash Flows From Operating Activities</b>				
Net income (Loss)	\$ (10,665.98)	\$ 3,008.35	\$ 25,657.58	\$ 40,632.00
Items not requiring cash currently:				
Depreciation and amortization	9,473.80	23,684.50	4,988.18	24,940.90
Changes in operating assets and liabilities:				
Accounts receivable	(65,785.18)	(16,133.15)	(51,621.34)	(142,851.09)
Capital campaign pledges receivable	0.00	0.00	102.00	4,887.50
Allowance for bad debt	10,500.00	7,200.00	3,800.00	6,700.00
Security deposit	3,000.00	725.00	0.00	0.00
Prepaid expenses	2,005.59	2,534.98	245.49	673.22
Accounts payable	(18,999.96)	(1,201.97)	(15,719.67)	32,077.08
Due to State of Illinois	(1,500.00)	(6,000.00)	(1,750.00)	(7,750.00)
Accrued liabilities	447.85	(24,252.84)	1,388.27	1,724.84
Unearned revenue	(833.33)	(2,500.02)	0.00	0.00
<b>Net Cash Provided By (Used in) Operating Activities</b>	<u>(72,057.21)</u>	<u>(12,935.15)</u>	<u>(32,909.49)</u>	<u>(38,965.55)</u>
<b>Cash Provided By (Used For) Investing Activities</b>				
Equipment	0.00	(1,007.75)	0.00	0.00
Leasehold improvements	0.00	(1,820.00)	(10,860.00)	(48,575.00)
<b>Net Cash Provided By (Used In) Investing Activities</b>	<u>0.00</u>	<u>(2,827.75)</u>	<u>(10,860.00)</u>	<u>(48,575.00)</u>
<b>Cash Flows From Financing Activities</b>				
Long term debt	(9,153.95)	(46,638.29)	(5,422.06)	(41,463.13)
<b>Net Cash Provided By (Used In) Financing Activities</b>	<u>(9,153.95)</u>	<u>(46,638.29)</u>	<u>(5,422.06)</u>	<u>(41,463.13)</u>
<b>Net Increase (Decrease) In Cash And Cash Equivalents</b>	(81,211.16)	(62,401.19)	(49,191.55)	(129,003.68)
<b>Cash And Cash Equivalents At Beginning Of Period</b>	445,553.41	426,743.44	363,759.70	443,571.83
<b>Cash And Cash Equivalents At End Of Period</b>	<u>\$ 364,342.25</u>	<u>\$ 364,342.25</u>	<u>\$ 314,568.15</u>	<u>\$ 314,568.15</u>
<b>Supplemental Disclosure</b>				
Interest expense	\$ 2,245.50	\$ 10,358.96	\$ 2,477.39	\$ 12,034.12

See Accountant's Compilation Report

**SUPPLEMENTAL INFORMATION**

**Renz Addiction Counseling Center  
Schedules of Program Expenditures**

	<u>One Month Ended November 30, 2014</u>	<u>Five Months Ended November 30, 2014</u>	<u>One Month Ended November 30, 2013</u>	<u>Five Months Ended November 30, 2013</u>
Expenditures - Program				
Salaries	\$ 100,913.05	46.1	\$ 474,890.53	42.4
Payroll taxes	7,219.75	3.3	38,022.24	3.4
Health, life, dental and disability	6,856.91	3.1	35,083.13	3.1
Bad debt write-off	8,975.00	4.1	5,768.60	0.5
Contract and outside labor	28,069.76	12.8	187,850.73	16.8
Insurance	2,455.59	1.1	16,967.13	1.5
Licensing and accreditation	150.00	0.1	750.00	0.1
Recruiting	145.00	0.1	1,215.00	0.1
Auto expense	1,017.79	0.5	13,644.86	1.2
Advertising	912.56	0.4	5,270.51	0.5
Conferences and conventions	0.00	0.0	607.00	0.1
Dues and subscriptions	50.00	0.0	576.96	0.1
Retirement	1,853.25	0.8	9,266.25	0.8
Educational materials	375.93	0.2	7,095.13	0.6
Training and tuition reimbursement	440.00	0.2	440.00	0.0
Meals and dinners	132.46	0.1	602.96	0.1
Program supplies	2,915.06	1.3	16,406.29	1.5
Office supplies	2,448.88	1.1	10,720.91	1.0
Postage	257.73	0.1	1,333.13	0.1
Printing	1,487.03	0.7	4,092.74	0.4
Rent	2,598.12	1.2	15,015.60	1.3
Janitorial	947.14	0.4	3,946.37	0.4
Repairs and maintenance	1,550.47	0.7	9,923.56	0.9
Telephone	2,018.24	0.9	10,646.89	1.0
Utilities	2,026.63	0.9	9,682.57	0.9
Legal and accounting	5,605.00	2.6	26,895.00	2.4
Travel and Entertainment	543.98	0.2	5,811.75	0.5
Interest expense	924.63	0.4	4,554.02	0.4
Bank fees	0.00	0.0	15.00	0.0
Depreciation	7,672.86	3.5	19,182.15	1.7
Equipment rent	2,973.21	1.4	13,425.59	1.2
	<u>\$ 193,536.03</u>	<u>88.3</u>	<u>\$ 949,702.60</u>	<u>85.0</u>
			<u>\$ 186,368.59</u>	<u>74.8</u>
			<u>\$ 455,577.71</u>	<u>37.4</u>
			6,770.37	2.7
			5,281.57	2.1
			0.00	0.0
			47,382.45	19.1
			2,409.52	1.0
			0.00	0.0
			0.00	0.0
			3,010.14	1.2
			2,060.18	0.8
			0.00	0.0
			0.00	0.0
			1,853.25	0.7
			38.22	0.0
			48.60	0.0
			260.40	0.1
			1,303.18	0.5
			1,536.82	0.6
			62.23	0.0
			410.67	0.2
			3,473.12	1.4
			121.34	0.0
			1,544.55	0.6
			1,549.58	0.6
			1,805.78	0.7
			3,800.00	1.5
			1,075.53	0.4
			1,156.52	0.5
			0.00	0.0
			4,239.65	1.7
			2,458.28	1.0
			<u>\$ 869,503.70</u>	<u>17.2</u>



**Renz Addiction Counseling Center  
Schedules of Program Expenditures**

	<u>One Month Ended November 30, 2014</u>	<u>Five Months Ended November 30, 2014</u>	<u>One Month Ended November 30, 2013</u>	<u>One Month Ended November 30, 2013</u>
Expenditures - administration				
Salaries	\$ 24,504.25	\$112,771.82	10.1	\$ 22,626.87
Payroll taxes	2,171.33	10,704.45	1.0	1,915.60
Advertising	0.00	150.00	0.0	1.00
Computer Consulting Expense	255.00	2,255.00	0.2	116.77
Conferences and meetings - Admin	0.00	395.00	0.0	0.00
Dues and Subscriptions - Admin	38.20	1,239.80	0.1	129.00
Training - Admin	0.00	0.00	0.0	0.00
Recruiting - Admin	50.00	200.00	0.0	50.00
Legal and Accounting - Admin	236.00	1,124.00	0.1	160.00
Licensing and Accreditation - Admin	0.00	10.00	0.0	0.00
Repair and maintenance - Admin	108.94	407.06	0.0	42.10
Telephone-Admin	274.17	1,417.50	0.1	57.09
Utilities-Admin	196.85	1,258.87	0.1	238.65
Depreciation-Admin	374.28	935.70	0.1	295.82
Interest Expense-Admin	440.29	1,934.96	0.2	440.29
Rent equipment-Admin	141.13	705.65	0.1	141.13
Travel and entertainment - Admin	0.00	558.13	0.0	0.00
Auto	470.50	2,075.65	0.2	269.37
Health, life, dental, and disability	446.16	2,246.88	0.2	1,092.37
Insurance	103.35	707.55	0.1	101.41
Meals and dinners	76.33	918.35	0.1	334.11
Miscellaneous	823.45	3,557.10	0.3	543.39
Postage	102.65	510.73	0.0	212.27
Office supplies	368.44	2,452.14	0.2	455.45
Contract and outside labor	65.99	605.94	0.1	0.00
Bad debt expense	525.00	431.40	0.0	3,800.00
Retirement	704.43	3,522.15	0.3	704.43
Subtotal administration expenditures	<u>32,476.74</u>	<u>153,095.83</u>	<u>13.6</u>	<u>33,727.12</u>
One American Way				
Amortization Expense - OAW	116.66	291.65	0.0	58.33
Depreciation - OAW	1,310.00	3,275.00	0.3	394.38
Interest expense - OAW	880.58	3,869.98	0.3	880.58
Repair and maintenance - OAW	146.38	308.64	0.0	12.00
Utilities - OAW	509.55	3,216.90	0.3	290.77
Subtotal One American Way Expenditures	<u>2,963.17</u>	<u>10,982.17</u>	<u>0.9</u>	<u>1,636.06</u>
Total Administration Expenditures	<u>\$ 35,439.91</u>	<u>\$164,058.00</u>	<u>14.5</u>	<u>\$ 35,363.18</u>
			<u>14.3</u>	<u>\$171,104.53</u>
				<u>15.8</u>

**Renz Addiction Counseling Center  
Schedules of Program Expenditures**

	One Month Ended November 30, 2014	Five Months Ended November 30, 2014	One Month Ended November 30, 2013	Five Months Ended November 30, 2013
<b>Revenues-Employee Assistance Services</b>				
Contract revenue	\$ (1,134.00)	\$ 4,938.12	\$ 0.00	\$ 5,872.12
	<u>(23.0)</u>	<u>100.0</u>	<u>0.0</u>	<u>100.0</u>
	<u>\$ (1,134.00)</u>	<u>\$ 4,938.12</u>	<u>\$ 0.00</u>	<u>\$ 5,872.12</u>
<b>Expenditures - Employee Assistance Services</b>				
Salaries-managing director	175.00	705.00	280.00	1,165.00
Salaries-counselors	0.00	584.70	0.00	0.00
Payroll taxes	0.00	26.18	0.00	36.38
Health, life, dental and disability	80.61	403.05	5.98	29.90
Contract and outside labor	0.00	0.00	7.95	7.95
Insurance	25.63	178.57	25.15	127.69
Auto expense	0.00	6.30	0.00	0.00
Advertising	0.00	0.00	0.25	0.25
Meals and dinners	0.00	0.00	1.73	1.73
Dues and subscriptions	0.00	0.00	95.00	706.00
Supplies	0.00	3.11	0.00	0.00
Office expense	0.00	6.58	0.00	6.58
Postage	6.64	41.84	9.16	39.26
Printing	11.65	28.05	0.00	15.76
Training	0.00	0.00	0.00	155.00
Telephone	18.30	64.43	5.32	36.70
Legal and accounting	59.00	281.00	40.00	278.00
	<u>\$ 376.83</u>	<u>\$ 3,498.81</u>	<u>\$ 470.54</u>	<u>\$ 2,606.20</u>
	<u>100.0</u>	<u>100.8</u>	<u>101.7</u>	<u>101.7</u>

**Renz Addiction Counseling Center  
Schedule of Activities - Departmentalized**

Revenues:	Elgin	Streamwood	St.Charles	Prevention - HIV	Prev-ATOD	EAS	Total
	\$	\$	\$	\$	\$	\$	\$
Dasa contracts	41,764.77	1,473.99	5,895.96	0.00	15,833.33	0.00	64,968.05
Medicaid and misc.	8,439.91	0.00	0.00	0.00	0.00	0.00	8,439.91
CABHI	21,875.00	0.00	0.00	0.00	0.00	0.00	21,875.00
United Way	0.00	0.00	1,051.41	0.00	0.00	0.00	1,051.41
Lake County HIV	0.00	0.00	0.00	6,788.83	0.00	0.00	6,788.83
Cook County HIV	0.00	0.00	0.00	7,666.66	0.00	0.00	7,666.66
Rockford HIV	0.00	0.00	0.00	2,260.00	0.00	0.00	2,260.00
SAMHSA - Media	0.00	0.00	0.00	10,416.66	0.00	0.00	10,416.66
SAMHSA - SUPPORT	43,333.33	0.00	0.00	0.00	0.00	0.00	43,333.33
IDPH HIV minority grant	0.00	0.00	0.00	5,000.00	0.00	0.00	5,000.00
IDPH - Category 2	0.00	0.00	0.00	10,887.00	0.00	0.00	10,887.00
IDPH - Cancer prevention	0.00	0.00	0.00	3,333.33	0.00	0.00	3,333.33
Client fees	3,806.00	0.00	1,171.00	0.00	0.00	0.00	4,977.00
Client fees - third party	1,388.74	0.00	0.00	0.00	0.00	0.00	1,388.74
Second Chance Program	680.00	0.00	0.00	0.00	0.00	0.00	680.00
Kane County Probation	3,649.00	0.00	0.00	0.00	0.00	0.00	3,649.00
Township grants	1,428.57	0.00	0.00	0.00	0.00	0.00	1,428.57
US Probation and Pretrial	1,686.00	0.00	0.00	0.00	0.00	0.00	1,686.00
Geneva 708	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00
Geneva Community Chest	0.00	0.00	158.00	0.00	0.00	0.00	158.00
Hanover Township	0.00	5,500.00	0.00	0.00	0.00	0.00	5,500.00
Employee Assistance Services revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other foundations and grants	0.00	0.00	0.00	0.00	0.00	(1,134.00)	(1,134.00)
St Charles Mental Health	0.00	0.00	5,333.33	0.00	833.33	0.00	833.33
<b>Total revenue</b>	<b>128,051.32</b>	<b>6,973.99</b>	<b>14,609.70</b>	<b>46,352.48</b>	<b>16,666.66</b>	<b>(1,134.00)</b>	<b>211,520.15</b>
<b>Expenditures:</b>							
Salaries	59,280.93	1,673.93	4,639.05	18,207.66	17,111.48	175.00	101,088.05
Payroll taxes	5,312.39	26.06	39.88	1,552.63	288.79	0.00	7,219.75
Employee benefits	3,209.19	288.26	898.98	1,938.42	542.06	80.61	6,937.52
Retirement	1,164.98	32.51	0.00	437.17	218.59	0.00	1,853.25
Bad debt write-off	5,355.00	315.00	1,050.00	2,170.00	85.00	0.00	8,975.00
Contract and outside labor	15,130.73	69.41	522.62	12,187.20	159.80	0.00	28,068.76
Auto expense	189.10	0.00	23.58	732.30	72.81	0.00	1,017.79
Advertising	776.30	27.25	109.01	0.00	0.00	0.00	912.56
Dues and subscriptions	45.00	0.00	5.00	0.00	0.00	0.00	50.00
Program materials	601.22	0.00	0.00	132.35	33.10	0.00	766.67
Licensing	75.00	0.00	0.00	75.00	0.00	0.00	150.00
Insurance	1,307.53	76.91	256.38	611.08	203.69	25.63	2,481.22
Training and tuition reimbursement	440.00	0.00	0.00	0.00	0.00	0.00	440.00
Legal and accounting	3,244.60	177.00	590.00	1,227.60	365.80	59.00	5,664.00
Meals and dinners	132.46	0.00	0.00	0.00	0.00	0.00	132.46
Program supplies	230.50	0.00	529.00	1,035.23	1,120.33	0.00	2,915.06
Interest expense	484.34	0.00	0.00	440.29	0.00	0.00	924.63
Office and printing	1,992.50	38.95	199.87	1,301.57	403.02	11.65	3,947.56
Postage	256.29	0.00	0.00	1.44	0.00	6.64	264.37
Recruiting	145.00	0.00	0.00	0.00	0.00	0.00	145.00
Rent	223.12	100.00	2,275.00	0.00	0.00	0.00	2,598.12
Repairs and maintenance	626.42	0.00	356.27	1,160.93	400.96	0.00	2,544.58
Telephone and utilities	2,488.57	97.27	542.18	751.25	165.60	18.30	4,063.17
Travel and entertainment	123.19	0.00	0.00	297.60	123.19	0.00	543.98
Depreciation	4,772.14	0.00	0.00	1,933.82	966.90	0.00	7,672.86
Equipment rental	1,240.23	84.68	335.59	656.25	218.75	0.00	2,535.50
Total expenses	108,846.73	2,987.23	12,372.41	46,949.79	22,479.87	376.83	193,912.86
Net program income	19,204.59	3,986.76	2,237.29	(497.31)	(5,813.21)	(1,510.83)	17,607.29
Administrative revenue allocated	4,373.70	141.06	423.20	1,422.86	622.63	70.53	7,053.38
Administrative cost allocated	(21,972.74)	(708.80)	(2,126.39)	(6,956.57)	(3,321.01)	(354.40)	(35,439.91)
Net income	1,604.95	3,419.02	534.10	(6,031.02)	(8,511.59)	(1,794.70)	(10,779.24)

See Accountant's Compensation Report

**Renz Addiction Counseling Center  
Schedule of Activities - Departmentalized  
Five Months Ended November 30, 2014**

Revenues:	Elgin	Streamwood	St Charles	Prevention - HIV	Prevention - ATOD	EAS	Total
	\$	\$	\$	\$	\$	\$	\$
DASA contracts	203,951.57	7,198.23	28,792.92	0.00	82,083.32	0.00	322,026.04
Medicaid and misc.	54,675.67	0.00	0.00	0.00	0.00	0.00	54,675.67
CABHI	43,750.00	0.00	0.00	0.00	0.00	0.00	43,750.00
United Way	0.00	0.00	5,257.13	0.00	0.00	0.00	5,257.13
Laie County HIV	0.00	0.00	0.00	33,942.65	0.00	0.00	33,942.65
Cook County HIV	0.00	0.00	0.00	38,333.30	0.00	0.00	38,333.30
Rockford HIV	0.00	0.00	0.00	4,520.00	0.00	0.00	4,520.00
SAMHSA - Media	0.00	0.00	0.00	20,833.32	0.00	0.00	20,833.32
SAMHSA - CHIP	65,625.00	0.00	21,874.98	0.00	0.00	0.00	87,499.98
SAMHSA - SUPPORT	227,171.69	0.00	0.00	0.00	0.00	0.00	227,171.69
IDPH HIV minority grant	0.00	0.00	0.00	15,000.00	0.00	0.00	15,000.00
IDPH - Category 2	0.00	0.00	0.00	54,435.00	0.00	0.00	54,435.00
IDPH - Cancer Prevention	0.00	0.00	0.00	6,666.66	0.00	0.00	6,666.66
Kane County Probation	21,345.00	0.00	0.00	0.00	0.00	0.00	21,345.00
Township grants	7,142.85	0.00	0.00	0.00	0.00	0.00	7,142.85
Client fees	20,908.07	0.00	8,067.73	0.00	0.00	0.00	28,975.80
Client fees - third party	17,586.45	0.00	0.00	0.00	0.00	0.00	17,586.45
Second Chance program	4,680.00	0.00	0.00	0.00	0.00	0.00	4,680.00
US Probation and Pretrial	5,492.00	0.00	0.00	0.00	0.00	0.00	5,492.00
Geneva 708	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00
Geneva Community Chest	0.00	0.00	794.50	0.00	0.00	0.00	794.50
Hanover Township	0.00	24,500.00	0.00	0.00	0.00	0.00	24,500.00
School District 300	12,945.00	0.00	0.00	0.00	0.00	0.00	12,945.00
Employee Assistance Services revenue	0.00	0.00	0.00	0.00	0.00	4,938.12	4,938.12
Sheridan Correctional Facility	809.84	0.00	0.00	0.00	0.00	0.00	809.84
Other foundations and grants	0.00	0.00	0.00	0.00	7,982.02	0.00	7,982.02
St Charles Mental Health	0.00	0.00	26,666.32	0.00	0.00	0.00	26,666.32
Total revenue	<u>686,083.14</u>	<u>31,698.23</u>	<u>96,453.58</u>	<u>173,730.93</u>	<u>90,065.34</u>	<u>4,938.12</u>	<u>1,082,969.34</u>



**Renz Addiction Counseling Center  
Schedule of Activities - Departmentalized  
Five Months Ended November 30, 2014**

	<u>Elgin</u>	<u>Streamwood</u>	<u>St Charles</u>	<u>Prevention - HIV</u>	<u>Prevention - ATOD</u>	<u>EAS</u>	<u>Total</u>
<b>Expenditures:</b>							
Salaries	\$ 293,397.37	\$ 9,296.29	\$ 27,709.89	\$ 74,576.53	\$ 69,910.45	\$ 1,289.70	\$ 476,180.23
Payroll taxes	27,807.22	242.71	469.83	7,367.38	2,135.10	26.18	38,048.42
Employee benefits	16,741.29	1,348.58	4,519.10	9,752.10	2,722.06	403.05	35,486.18
Retirement	5,824.90	162.55	0.00	2,185.85	1,092.95	0.00	9,266.25
Bad debt	3,600.60	216.00	720.00	1,469.92	(237.92)	0.00	5,768.60
Contract and outside labor	151,250.08	375.47	6,817.70	26,317.70	3,090.30	0.00	187,850.73
Auto expense	3,553.35	0.00	346.16	9,528.71	216.64	6.30	13,651.16
Advertising	4,279.15	130.28	861.08	0.00	0.00	0.00	5,270.51
Conferences and conventions	0.00	0.00	0.00	0.00	607.00	0.00	607.00
Dues and subscriptions	251.96	15.00	155.00	124.00	31.00	1,170.00	1,746.96
Program materials	2,264.61	0.00	0.00	282.35	5,391.43	0.00	7,938.39
Training and tuition reimbursement	440.00	0.00	0.00	0.00	0.00	0.00	440.00
Legal and accounting	14,766.60	843.00	2,810.00	6,637.10	1,838.30	281.00	27,176.00
Licensing	275.00	200.00	200.00	75.00	0.00	0.00	750.00
Insurance	9,024.22	535.77	1,785.90	4,190.76	1,430.48	178.57	17,145.70
Meals and dinners	467.96	0.00	0.00	135.00	0.00	0.00	602.96
Program supplies	6,374.43	58.74	1,442.11	4,657.19	3,873.82	3.11	16,409.40
Interest expense	2,619.03	0.00	0.00	1,934.99	0.00	0.00	4,554.02
Bank fees	15.00	0.00	0.00	0.00	0.00	0.00	15.00
Office and printing	9,209.12	115.89	1,377.34	2,270.78	1,840.52	34.63	14,848.28
Postage	871.02	9.36	36.71	89.69	326.35	41.84	1,374.97
Recruiting	740.00	0.00	0.00	0.00	475.00	0.00	1,215.00
Rent	1,115.60	500.00	13,400.00	0.00	0.00	0.00	15,015.60
Repairs and maintenance	5,119.15	28.52	1,938.20	5,001.86	1,912.71	0.00	14,000.44
Telephone and utilities	11,877.07	419.37	2,912.43	4,260.50	860.09	64.43	20,393.89
Travel and entertainment	2,339.80	0.00	0.00	1,644.16	1,827.79	0.00	5,811.75
Depreciation	11,930.35	0.00	0.00	4,834.55	2,417.25	0.00	19,182.15
Equipment rental	6,105.79	441.52	1,529.51	3,281.25	1,093.75	0.00	12,451.82
<b>Total expenses</b>	<b>592,260.67</b>	<b>14,939.05</b>	<b>69,030.96</b>	<b>170,616.85</b>	<b>102,855.07</b>	<b>3,498.81</b>	<b>953,201.41</b>
Net program income	93,822.47	16,759.18	27,422.62	3,114.08	(12,789.73)	1,439.31	129,767.93
Administrative revenue allocated	22,620.80	729.70	2,189.11	5,837.63	4,743.07	364.85	36,485.16
Administrative cost allocated	(101,715.96)	(3,281.16)	(9,843.48)	(26,249.28)	(21,327.54)	(1,640.58)	(164,058.00)
<b>Net income</b>	<b>\$ 14,727.31</b>	<b>\$ 14,207.72</b>	<b>\$ 19,768.25</b>	<b>\$ (17,297.57)</b>	<b>\$ (29,374.20)</b>	<b>\$ 163.58</b>	<b>\$ 2,195.09</b>

**Renz Addiction Counseling Center  
Statement of Activities- Budget and Actual**

Five Months Ended  
November 30, 2014

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Annual Budget</u>
Revenue - programs:				
DASA Contracts	\$ 322,026.04	\$ 355,416.65	\$ (33,390.61)	\$ 853,000.00
Medicaid and misc.	54,675.67	39,583.35	15,092.32	95,000.00
CABHI	43,750.00	0.00	43,750.00	0.00
United Way contracts	5,257.13	6,458.35	(1,201.22)	15,500.00
Lake County HIV	33,942.65	34,166.65	(224.00)	82,000.00
SAMHSA grant - Media	20,833.32	0.00	20,833.32	0.00
SAMHSA grant - CHIP	87,499.98	89,000.00	(1,500.02)	89,000.00
SAMHSA grant - SUPPORT	227,171.69	216,666.65	10,505.04	520,000.00
IDPH HIV minority grant	15,000.00	29,166.65	(14,166.65)	70,000.00
IDPH - Category 2	54,435.00	39,166.65	15,268.35	94,000.00
IDPH - Cancer prevention	6,666.66	0.00	6,666.66	0.00
Cook County HIV	38,333.30	38,333.35	(0.05)	92,000.00
Rockford HIV	4,520.00	0.00	4,520.00	0.00
Client fees	28,975.80	43,333.30	(14,357.50)	104,000.00
Client fees - third party	17,586.45	26,250.00	(8,663.55)	63,000.00
US Probation and Pretrial	5,492.00	7,500.00	(2,008.00)	18,000.00
Kane County Probation	21,345.00	14,583.35	6,761.65	35,000.00
Second Chance program	4,680.00	5,416.65	(736.65)	13,000.00
Township grants	7,142.85	4,166.65	2,976.20	10,000.00
Geneva 708	5,000.00	3,125.00	1,875.00	7,500.00
Geneva Community Chest	794.50	416.65	377.85	1,000.00
Hanover Township	24,500.00	24,500.00	0.00	58,800.00
School District 300	12,945.00	22,916.65	(9,971.65)	55,000.00
Sheridan Correctional Facility	809.84	1,041.65	(231.81)	2,500.00
Other foundations and grants	7,982.02	20,616.65	(12,634.63)	49,480.00
St Charles Mental Health	26,666.32	25,833.35	832.97	62,000.00
	<u>1,078,031.22</u>	<u>1,047,658.20</u>	<u>30,373.02</u>	<u>2,389,780.00</u>
REVENUE-EAS	4,938.12	5,885.45	(947.33)	14,125.00
REVENUE-Fundraising	13,783.49	7,083.30	6,700.19	17,000.00
REVENUE-ADMINISTRATIVE:				
Contributions	3,381.83	8,333.35	(4,951.52)	20,000.00
Interest and dividends	88.57	375.00	(286.43)	900.00
Rental income	3,206.40	4,020.85	(814.45)	9,650.00
One American Way rental income	4,225.17	4,000.00	225.17	9,600.00
Management fee	8,397.98	5,500.00	2,897.98	13,200.00
Other income	3,401.72	23,041.70	(19,639.98)	55,300.00
<b>Total Revenue</b>	<u>1,119,454.50</u>	<u>1,105,897.85</u>	<u>13,556.65</u>	<u>2,529,555.00</u>
Program expenditures	949,702.60	867,397.90	(82,304.70)	2,081,755.00
EAS expenditures	3,498.81	4,895.75	1,396.94	11,750.00
Administrative expenditures	164,058.00	185,020.70	20,962.70	444,050.00
<b>Total expenditures</b>	<u>1,117,259.41</u>	<u>1,057,314.35</u>	<u>(59,945.06)</u>	<u>2,537,555.00</u>
Increase(decrease)	2,195.09	48,583.50	(46,388.41)	(8,000.00)
OTHER SOURCES:				
Contributions-Capital Campaign	813.26	2,083.35	(1,270.09)	5,000.00
Interest - accounts receivable	0.00	1,250.00	(1,250.00)	3,000.00
<b>Excess revenues over expenditures</b>	<u>\$ 3,008.35</u>	<u>\$ 51,916.85</u>	<u>\$ (48,908.50)</u>	<u>\$ 0.00</u>

**Renz Addiction Counseling Center  
Actual vs Budgeted Expenditures**

**Five Months Ended  
November 30, 2014**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Annual Budget</u>
Expenditures - program				
Salaries	\$ 474,890.53	\$ 412,166.60	\$ (62,723.93)	\$ 989,200.00
Payroll taxes	38,022.24	35,929.20	(2,093.04)	86,230.00
Health, life, dental and disability insurance	35,083.13	30,777.85	(4,305.28)	73,867.00
Contract and labor	187,850.73	174,958.30	(12,892.43)	419,900.00
Recruiting	1,215.00	1,250.00	35.00	3,000.00
Auto expense	13,644.86	11,958.25	(1,686.61)	28,700.00
Advertising	5,270.51	10,625.05	5,354.54	25,500.00
Conferences	607.00	1,875.00	1,268.00	4,500.00
Dues and subscriptions	576.96	3,708.25	3,131.29	8,900.00
Retirement	9,266.25	11,333.35	2,067.10	27,200.00
Educational materials	7,095.13	6,791.65	(303.48)	16,300.00
Training and tuition teimburse	440.00	2,000.00	1,560.00	4,800.00
Meals and dinners	602.96	2,208.35	1,605.39	5,300.00
Miscellaneous program expense	16,406.29	10,854.15	(5,552.14)	26,050.00
Office supplies	10,720.91	7,375.05	(3,345.86)	17,700.00
Postage	1,333.13	1,854.15	521.02	4,450.00
Printing	4,092.74	2,270.85	(1,821.89)	5,450.00
Rent	15,015.60	17,791.70	2,776.10	42,700.00
Janitorial	3,946.37	750.00	(3,196.37)	1,800.00
Repairs and maintenance	9,923.56	8,681.25	(1,242.31)	20,835.00
Telephone	10,646.89	10,458.35	(188.54)	25,100.00
Utilities	9,682.57	11,583.30	1,900.73	27,800.00
Legal and accounting	26,895.00	24,958.35	(1,936.65)	59,900.00
Travel and entertainment	5,811.75	10,333.35	4,521.60	24,800.00
Insurance	16,967.13	13,729.25	(3,237.88)	32,950.00
Licensing and accreditation	750.00	562.45	(187.55)	1,350.00
Interest expense	4,554.02	5,750.00	1,195.98	13,800.00
Bank fees	15.00	0.00	(15.00)	0.00
Bad debt expense	5,768.60	0.00	(5,768.60)	0.00
Depreciation	19,182.15	19,549.15	367.00	46,918.00
Equipment rent	13,425.59	15,314.70	1,889.11	36,755.00
	<u>949,702.60</u>	<u>867,397.90</u>	<u>(82,304.70)</u>	<u>2,081,755.00</u>
Employee assistance services - expenditures				
Salaries - Managing Director - EAS	705.00	1,250.00	545.00	3,000.00
FICA Taxes - EAS	0.00	104.15	104.15	250.00
IL unemployment tax - EAS	26.18	41.65	15.47	100.00
Employee disability ins - EAS	29.90	41.65	11.75	100.00
EMPLOYEE LIFE/HEALTH INS-EAS	373.15	0.00	(373.15)	0.00
Outside services - EAS	0.00	166.65	166.65	400.00
Workers' comp - EAS	84.09	41.65	(42.44)	100.00
Mileage expense - EAS	6.30	83.35	77.05	200.00
Salaries - EAS - T. Lee	0.00	833.35	833.35	2,000.00
Salaries - EAS - R. Ahlberg	584.70	916.65	331.95	2,200.00
Advertising - EAS	0.00	125.00	125.00	300.00
Dues and subscriptions - EAS	1,170.00	291.65	(878.35)	700.00
Insurance - EAS	94.48	208.35	113.87	500.00
Legal and Accounting - EAS	281.00	291.65	10.65	700.00
Meals - EAS	0.00	41.65	41.65	100.00
Supplies - EAS	3.11	125.00	121.89	300.00
Office Expense - EAS	6.58	41.65	35.07	100.00
Postage and Delivery - EAS	41.84	62.50	20.66	150.00
Printing - EAS	28.05	62.50	34.45	150.00
Telephone - EAS	64.43	83.35	18.92	200.00
Training-EAS	0.00	83.35	83.35	200.00
	<u>\$ 3,498.81</u>	<u>\$ 4,895.75</u>	<u>\$ 1,396.94</u>	<u>\$ 11,750.00</u>

**Renz Addiction Counseling Center  
Actual vs Budgeted Expenditures**

**Five Months Ended  
November 30, 2014**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Annual Budget</u>
<b>Expenditures - administration</b>				
Salaries-directors	\$ 112,771.82	\$ 112,083.30	\$ (688.52)	\$ 269,000.00
Advertising	150.00	41.65	(108.35)	100.00
Bad debt	431.40	5,000.00	4,568.60	12,000.00
Computer Consulting Expense	2,255.00	1,666.65	(588.35)	4,000.00
Conferences and meetings - Admin	395.00	0.00	(395.00)	0.00
Dues and Subscriptions - Admin	1,239.80	708.35	(531.45)	1,700.00
Employee benefits - Admin	0.00	500.00	500.00	1,200.00
Training - Admin	0.00	83.35	83.35	200.00
Recruiting - Admin	200.00	83.35	(116.65)	200.00
Legal and Accounting - Admin	1,124.00	1,166.65	42.65	2,800.00
Licensing and Accreditation - Admin	10.00	41.65	31.65	100.00
Repair and maintenance - Admin	407.06	541.65	134.59	1,300.00
Telephone-Admin	1,417.50	1,166.65	(250.85)	2,800.00
Utilities-Admin	1,258.87	1,333.35	74.48	3,200.00
Depreciation-Admin	935.70	1,750.00	814.30	4,200.00
Interest Expense-Admin	1,934.96	2,083.35	148.39	5,000.00
Rent equipment-Admin	705.65	833.35	127.70	2,000.00
Travel and entertainment - Admin	558.13	83.35	(474.78)	200.00
Auto	2,075.65	1,875.00	(200.65)	4,500.00
Health, life and dental insurance	2,246.88	4,166.65	1,919.77	10,000.00
Insurance	707.55	520.85	(186.70)	1,250.00
Meals and dinners	918.35	625.00	(293.35)	1,500.00
Miscellaneous	3,557.10	2,666.65	(890.45)	6,400.00
Postage	510.73	541.65	30.92	1,300.00
Office supplies	2,452.14	2,208.30	(243.84)	5,300.00
Contract and outside labor	605.94	14,875.00	14,269.06	35,700.00
Payroll and other taxes	10,704.45	11,083.30	378.85	26,600.00
Retirement	3,522.15	3,791.65	269.50	9,100.00
Subtotal administration	<u>153,095.83</u>	<u>171,520.70</u>	<u>18,424.87</u>	<u>411,650.00</u>
<b>One American Way</b>				
Outside services - OAW	0.00	208.35	208.35	500.00
Amortization Expense - OAW	291.65	291.65	0.00	700.00
Depreciation - OAW	3,275.00	4,166.65	891.65	10,000.00
Interest expense - OAW	3,869.98	4,166.65	296.67	10,000.00
Property taxes - OAW	0.00	2,083.35	2,083.35	5,000.00
Repair and maintenance - OAW	308.64	833.35	524.71	2,000.00
Telephone - OAW	0.00	83.35	83.35	200.00
Utilities - OAW	3,216.90	1,666.65	(1,550.25)	4,000.00
Subtotal One American Way	<u>10,962.17</u>	<u>13,500.00</u>	<u>2,537.83</u>	<u>32,400.00</u>
<b>Total administration</b>	<u>\$ 164,058.00</u>	<u>\$ 185,020.70</u>	<u>\$ 20,962.70</u>	<u>\$ 444,050.00</u>



# **RENZ ADDICTION COUNSELING CENTER**

**Report on Audited Financial Statements  
and Other Supplemental Information**

**June 30, 2014**

**MANNING SILVERMAN & COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS  
(847) 459-8850**

**RENZ ADDICTION COUNSELING CENTER**  
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**JUNE 30, 2014**

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CERTIFIED PUBLIC ACCOUNTANTS

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## INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Renz Addiction Counseling Center  
Elgin, Illinois

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

We have audited the accompanying financial statements of Renz Addiction Counseling Center (a nonprofit organization), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities and changes in net assets, 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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Renz Addiction Counseling Center as of June 30, 2014, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Other Matters***

***Other Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated November 7, 2014, on our consideration of Renz Addiction Counseling Center'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 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 Renz Addiction Counseling Center's internal control over financial reporting and compliance.



Manning Silverman & Company  
Certified Public Accountants

November 7, 2014



**RENZ ADDICTION COUNSELING CENTER**  
**STATEMENT OF FINANCIAL POSITION**  
**JUNE 30, 2014**

**ASSETS**

Current Assets:	
Cash and Cash Equivalents	\$ 426,743
Accounts Receivable (Net of Allowance for Doubtful Accounts of \$44,400)	504,615
Prepaid Expenses and Deposits	12,691
Refinance Costs (Net of Amortization of \$1,750)	<u>1,750</u>
Total Current Assets	945,799
Property and Equipment:	
Land	510,028
Building and Improvements	1,844,537
Furniture and Equipment	<u>419,650</u>
Total Property and Equipment	2,774,215
Less: Accumulated Depreciation	<u>(863,101)</u>
Total Property and Equipment	<u>1,911,114</u>
Total Assets	<u>\$ 2,856,913</u>

**LIABILITIES AND NET ASSETS**

Current Liabilities:	
Accounts Payable	\$ 60,447
Current Portion of Long-Term Debt	72,378
Accrued Compensation	44,061
Accrued Real Estate Taxes	1,650
Accrued Vacation Pay	62,254
Due to State of Illinois	12,000
Unearned Revenue	<u>7,500</u>
Total Current Liabilities	260,290
Long-Term Liabilities:	
First Mortgages Payable, Less Current Portion Above	<u>432,244</u>
Total Liabilities	692,534
Unrestricted Net Assets	<u>2,164,379</u>
Total Liabilities Net Assets	<u>\$ 2,856,913</u>

See Independent Auditor's Report.  
The accompanying notes are an integral part of these financial statements.

**RENZ ADDICTION COUNSELING CENTER  
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS  
FOR THE YEAR ENDED JUNE 30, 2014**

Public Support and Other Revenue:	
Public Support	
Federal, State and Local Governmental Agencies	\$ 2,386,543
Other Organizations	20,110
Other Revenue	
Employee Assistance Services	13,744
Client Fees and Third Party Reimbursements	149,222
Miscellaneous Income	83,369
Interest Income	2,663
Donations	13,371
Fundraising Events	25,597
Rental Income - One American Way	<u>31,227</u>
 Total Public Support and Other Revenue	 <u>2,725,846</u>
 Expenses:	
Program Services	
Elgin and Passage Outpatient Substance Abuse	1,455,005
Streamwood Outpatient Substance Abuse	24,481
St. Charles Outpatient Substance Abuse	180,814
Prevention - HIV	420,041
Employee Assistance Services	6,651
Prevention - ATOD	<u>224,278</u>
 Total Program Services	 2,311,270
 Supporting Services, Management and General	 343,469
Rental Expense - One American Way	<u>4,675</u>
 Total Expenses	 <u>2,659,414</u>
 Excess of Public Support and Other Revenue over Expenses	 <u>66,432</u>
 Net Assets, Beginning of Year as Previously Stated	 2,080,647
Prior Period Adjustment	<u>17,300</u>
 Net Assets, Beginning of Year as Restated	 <u>2,097,947</u>
 Net Assets, End of Year	 <u>\$ 2,164,379</u>

See Independent Auditor's Report.  
The accompanying notes are an integral part of these financial statements.

**RENZ ADDICTION COUNSELING CENTER  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2014**

	Program Services										Total Program and Supporting Services
	Elgin and Passage Outpatient Substance Abuse	Streamwood Outpatient Substance Abuse	St. Charles Outpatient Substance Abuse	HIV Prevention	A/TOD Prevention	Employee Assistance Services	Total Program Services	Supporting Services, Management and General	Total		
Personnel Services	\$ 673,758	\$ 11,231	\$ 79,563	\$ 217,896	\$ 149,919	\$ 3,135	\$ 1,135,502	\$ 269,875	\$ 1,405,377		
Other Employee Expense, Including Fringe Benefits	116,933	3,095	7,466	44,050	14,980	697	187,221	39,357	226,578		
Contract Services	412,474	1,278	13,916	33,375	6,567	199	467,809	811	468,620		
Commodities	101,010	4,049	18,052	61,654	27,892	2,331	214,988	39,622	254,610		
Occupancy, Including Rent	99,100	3,496	56,489	39,544	15,106	289	214,024	185	214,209		
Bad Debt	22,644	1,332	5,328	9,176	4,588	-	43,068	(26,619)	16,449		
Fundraising Expense	-	-	-	-	-	-	-	13,913	-	13,913	
Total Expenses Before Depreciation and Amortization	1,425,919	24,481	180,814	405,695	219,052	6,651	2,262,612	337,144	2,599,756		
Depreciation and Amortization	29,086	-	-	14,346	5,226	-	48,658	11,000	59,658		
Total Expenses	\$ 1,455,005	\$ 24,481	\$ 180,814	\$ 420,041	\$ 224,278	\$ 6,651	\$ 2,311,270	\$ 348,144	\$ 2,659,414		

See Independent Auditor's Report.  
The accompanying notes are an integral part of these financial statements.

**RENZ ADDICTION COUNSELING CENTER  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED JUNE 30, 2014**

Cash Flows from Operating Activities:	
Increase in Net Assets	\$ 66,432
Adjustments to Reconcile Increase in Net Assets to Net Cash Provided by (Used in) Operating Activities:	
Depreciation and Amortization	59,658
Prior Period Adjustment	17,300
Changes in Assets and Liabilities:	
(Increase) in Accounts Receivable	(71,645)
Decrease in Prepaid Expenses	1,626
Increase in Accounts Payable	21,829
(Decrease) in Accrued Real Estate Taxes	(10,687)
Increase in Accrued Compensation and Vacation Pay	29,849
Decrease in Pledges Receivable	9,242
(Decrease) in Due to State of Illinois	(12,500)
Increase in Unearned Revenue	7,500
(Decrease) in Security Deposit	<u>(2,181)</u>
Net Cash Provided by Operating Activities	<u>116,423</u>
Cash Flows from Investing Activities:	
Purchases of Fixed Assets	<u>(51,591)</u>
Net Cash (Used in) Investing Activities	<u>(51,591)</u>
Cash Flows from Financing Activities:	
Repayment of Mortgage	<u>(81,661)</u>
Net Cash (Used in) Financing Activities	<u>(81,661)</u>
Net (Decrease) in Cash and Cash Equivalents	(16,829)
Cash and Cash Equivalents, Beginning of Year	<u>443,572</u>
Cash and Cash Equivalents, End of Year	<u>\$ 426,743</u>
Supplemental Information:	
Cash Paid for Interest	<u>\$ 27,132</u>

See Independent Auditor's Report.  
The accompanying notes are an integral part of these financial statements.



**RENZ ADDICTION COUNSELING CENTER**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2014**

**1. Organization and Nature of Operations**

Renz Addiction Counseling Center is a non-profit corporation organized under the laws of the state of Illinois to specialize in the treatment of substance abuse on an outpatient basis and the delivery of prevention programming. The Center's primary service area includes northern Kane County and the northwestern portions of Cook and DuPage Counties.

**2. Summary of Significant Accounting Policies**

Basis of Accounting

The accounts of the Center are maintained on the accrual basis.

Information regarding the financial position and activities of the Center are reported in three classes of net assets (as applicable): unrestricted, temporarily restricted or permanently restricted, the latter two of which are based on the existence or absence of externally (donor) imposed restrictions on contributions. Accordingly, net assets of the Center and changes therein are classified and reported as follows:

- Unrestricted Net Assets – Unrestricted net assets are not subject to donor-imposed stipulations. They include all activities of the Center, except for those that are temporarily or permanently restricted by donors. Board designated amounts are part of unrestricted net assets.
- Temporarily Restricted Net Assets – Temporarily restricted net assets are subject to donor-imposed stipulations that can be removed through the passage of time (time restrictions) or actions of the Center (purpose restrictions).
- Permanently Restricted Net Assets – Permanently restricted net assets are subject to the restrictions imposed by donors who require that the principal of this class of net assets be retained in perpetuity as an endowment with only the income to be reclassified to unrestricted net assets.

Cash and Cash Equivalents

The Center considers all highly liquid investments with an initial maturity of three months or less to be cash equivalents, excluding those amounts contained in the investment portfolios.

Allowance for Doubtful Accounts

Accounts receivable are stated net of an allowance for doubtful accounts. The Center estimated the allowance based on its historical experience of the relationship between actual bad debts and net amounts collected.

**RENZ ADDICTION COUNSELING CENTER**  
**NOTES TO FINANCIAL STATEMENTS (Continued)**  
**JUNE 30, 2014**

Property and Equipment

Property and equipment is recorded at historical cost. The Center capitalizes fixed asset additions over \$1,000. Depreciation is computed using the straight-line method for all property and equipment. The estimated useful lives in computing depreciation are as follows:

<u>Description</u>	<u>Years</u>
Furniture and Office Equipment	5 - 7
Building and Improvements	39

Maintenance and repairs, which neither materially add to the value of property nor appreciably prolong the lives, are charged to expense as incurred. Gains or losses on dispositions of property and equipment are included in the statement of activities and changes in net assets.

Contributions, Grants and Contracts

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor, grantor or contracting agency. Amounts received that are designated for future periods or are restricted for specific purposes are reported as temporarily restricted or permanently restricted support that increases those net asset classes. Unconditional promises to give, which do not state a due date, are presumed to be unrestricted net assets.

A donor restriction expires when a stipulated time restriction ends, when an unconditional promise with an implied time restriction is collected, or when a purpose restriction is accomplished. Upon expiration, temporarily restricted net assets are reclassified to unrestricted net assets and are reported in the statement of activities and changes in net assets as net assets released from restrictions. Permanently restricted net assets include the principal amount of contributions accepted with the stipulations from the donors that the principal be maintained in perpetuity, with only the income therefrom to be expended for either general purposes or a purpose specified by the donor.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities and changes in net assets. Expenses that are easily and directly associated with a particular program or supporting service are allocated directly to that functional category. Certain costs have been allocated among the programs and supporting services benefited based on time devoted to the functional areas and other appropriate methods.

**RENZ ADDICTION COUNSELING CENTER**  
**NOTES TO FINANCIAL STATEMENTS (Continued)**  
**JUNE 30, 2014**

Income Taxes

The Center is exempt from federal and state income taxes under Section 501(c)(3) of the Internal Revenue Code and is not considered to be a private foundation. It is also required to recognize or derecognize in its financial statements positions taken or expected to be taken in a tax return on a "more likely than not" threshold. The Center does not believe its financial statements include any uncertain tax positions. The Center's income tax filings for the years 2011 and thereafter remain subject to examination by the Internal Revenue Service.

Use of 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, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the relevant period. Actual results could differ from those estimates.

**3. Concentrations of Credit Risk**

Certain financial instruments potentially subject the Center to concentrations of credit risk. These financial instruments consist primarily of cash and cash equivalents and receivables. The Center maintains its cash in various bank deposit accounts which, at times, may exceed federally insured limits. The Center has not experienced any losses in such accounts. Concentrations of credit risk with respect to receivables are generally diversified due to the large number of entities and individuals composing the Center's program and donor base. The Center performs ongoing credit evaluations and writes off uncollectible amounts as they become known.

**4. Support from Governmental Units and Contingencies**

The Center receives a significant amount of its support from federal, state and local governments. A substantial reduction in the level of this support, if it were to occur, could have a significant effect on the Center's programs and activities.

Various programs are subject to review by government agency grantors or their representatives. The reviews of certain of these programs for the year ended June 30, 2014 have not been conducted. Accordingly, the Center's compliance with applicable requirements will be established at some future date. The amount, if any, of expenditure that may be disallowed by the government agencies cannot be determined at this time, although the Center expects such amounts, if any, to be immaterial.

**RENZ ADDICTION COUNSELING CENTER**  
**NOTES TO FINANCIAL STATEMENTS (Continued)**  
**JUNE 30, 2014**

**5. Property and Equipment**

Renz Addiction Counseling Center purchased an adjacent property at One American Way for \$928,978 on November 30, 2007. The building units are leased to a non-profit governmental unit and a for-profit insurance office. The lease with the non-profit governmental unit terminates as of December 31, 2014. The lease with the insurance company will be terminated as of December 31, 2015. As there is a for-profit component in the rents received, the building is partially subject to real estate tax liability and potentially some unrelated business income tax liability.

**6. First Mortgages Payable**

The original mortgage loan of \$735,011 to purchase the One American Way building was refinanced as of January 20, 2013 at 4.68%. The new maturity date of this loan is January 20, 2017 and the loan is secured by the property. The Board approved a pay down of the loan by \$226,500 as of January 1, 2013. The loan balance as of June 30, 2014 was \$384,497.

The Center borrowed \$257,474 at 5.625% on June 1, 2011 to remodel the building at Two American Way. This loan has a maturity date of May 1, 2016 and is secured by the property. The loan balance as of June 30, 2014 was \$120,125.

Scheduled maturities of the obligations are as follows:

<u>Year Ending</u> <u>June 30,</u>	<u>Amount</u>
2015	\$ 72,378
2016	77,434
2017	<u>354,810</u>
Total	<u>\$ 504,622</u>



**RENZ ADDICTION COUNSELING CENTER**  
**NOTES TO FINANCIAL STATEMENTS (Continued)**  
**JUNE 30, 2014**

**7. Operating Leases**

The Center rents office space located in St. Charles, Illinois and equipment under various operating leases with unrelated parties. Rent expense for the year ended June 30, 2014 was \$82,690.

Future minimum lease obligations under the St. Charles non-cancelable office lease are as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2015	\$ 20,475
2016	27,750
2017	30,725
2018	<u>7,125</u>
Total	<u>\$ 86,075</u>

**8. Prior Period Adjustment**

It was discovered that there was \$17,300 of income from a prior fiscal year that had not been recorded at June 30, 2013. The effect of this restatement was to increase accounts receivable and unrestricted net assets at June 30, 2013, which has been reflected in the accompanying statement of activities and changes in net assets.

**9. Subsequent Events**

Subsequent events have been evaluated through November 7, 2014 which is the date the financial statements were available to be issued; there are no subsequent events requiring recognition and/or disclosure.



# **TriCity Family Services**





**City of St. Charles  
708 Mental Health Board  
Accountability Report for Funds Expended Checklist**

It is the responsibility of the agency requesting City of St. Charles 708 Mental Health Board funding to verify all Accountability Report requested information is submitted at the time of application submission.

Please use the following checklist to sign off as you compile your application packet for submission. Incomplete applications or applications submitted after **February 6, 2015 – NOON** will not be considered for funding for the 2015/2016 funding period.

**Please submit your information in the order in which it appears on the application.**

**Initialed by Grant Requestor as included in application packet**

- 1: cl Agency and contact information completed.
- 2: cl 2015/2016 total funding request is: \$201,000.
- 3: cl Completed narrative mission of the organization as it relates to the City of St. Charles 708 Mental Health Board's charged areas of residents with, or at risk of:
  - a. mental disorders
  - b. developmental disabilities, including mental, retardation, cerebral palsy, epilepsy and autism
  - c. substance abuse
  - d. drug abuse
- 4: cl You have **specifically** described your organization's goals as it relates to our mission.
- 5: *Keeping in mind individuals are to be counted only once, regardless of the number of times served per fiscal year though direct number of hours these individual are served need to be quantified.*

On the application you have broken down/described:

- cl How funds will be expended and have quantified services provided to City of St. Charles residents.
- cl Attached annual detailed budget or year ending Financial Statements and annual report.
- cl Described St. Charles 708 Fund Expenditure History.
- cl The total direct number of individuals your agency served in the past year 3,841 (individuals).
- cl Direct number living *within the City of St. Charles city limits* served in this timeframe 1,418 (individuals).
- cl Direct number of service hours provided to City of St. Charles residents: 10,590.75.
- cl Quantified costs allocated to the services provided, i.e., cost per hour and or program costs for City of St. Charles residents \$50.68.
- cl Identified other services provided to and for the City of St. Charles' residents.
- cl Attached a list of current Board of Directors for you agency *as specified in our application*.
- cl Attached a copy of your current 501 (c) (3).

*Keep in mind individuals are to be counted only once, regardless of the number of times served per Fiscal year though the direct number of hours these individuals are served need to be quantified.*

TriCity Family Services Agency submitting their funding request application 2/6/15 Date  
Name of Agency

Courtney Laverky  
Printed Name of Person  
Completing Application

Courtney Laverky  
Signature

Development Manager  
Title/Position



Date: 2/6/15

**City of St. Charles  
708 Mental Health Board  
Accountability Report for Funds Expended**

Agency Name: TriCity Family Services

Contact Person: Courtney Laverty

Phone #: (630) 232-1070

Main Office Address: 1120 Randall Court

Geneva, IL 60134

**Funding requested from City of St. Charles 708 Board for fiscal year 2015/16: \$204,000**

**Describe mission (include narrative explaining how mission relates to City of St. Charles):**

TriCity Family Services (TCFS) is a private, not-for-profit, human service agency serving the community members of central Kane County. The agency is dedicated to strengthening people and building community through the provision of quality, affordable counseling, youth crisis intervention, prevention and early intervention services that promote sound mental health and effective family functioning. As a community-based agency, TCFS promotes service excellence, honesty, hopefulness, personal responsibility and respect for others.

Our services are designed to address a wide-range of mental disorders that destabilize families and prevent individuals from leading productive, satisfying lives. Integral to our mission and charter is our commitment to making our programs and services affordable to area residents in need, particularly individuals who are uninsured or struggling to meet their high deductibles. By operating under a sliding fee scale, and offering scholarships for our group programs, TCFS ensures that no one is denied services based on an inability to pay. To put the financial needs of our clients into perspective: during FY14, 93% of all counseling clients paid less than our full fee for counseling; 29% of all clients receiving counseling services paid \$25 or less per session; and 46% of all TCFS clients reported incomes of \$30,000 or less.

Counseling is at the core of our work at TriCity Family Services. We specialize in family-centered counseling for children and adolescents. Experienced professionals who know the special needs of children and teens help them work through complex and multi-faceted challenges including conflict with other family members, problems interacting with peers, disruptive behavior, substance abuse, physical or sexual abuse, and depression. TCFS is also skilled in providing short-term individual or couples counseling for adults; addressing issues such as depression, marital discord, grief, divorce, domestic violence, parenting, stress, communication problems, sexual abuse, and anxiety/phobias. All of our clients have access to our on-site psychiatric services, if needed.

Agency Name: TriCity Family Services

We also seek to fulfill our mission through the provision of prevention and early intervention workshops and support groups. We consider it essential to provide educational and supportive programming that reduces or eliminates those conditions that place people at risk of developing mental disorders and/or substance abuse problems later in life.

Early intervention programs provide specific protection against mental health disorders and detect and treat disorders in their earliest stages. Prevention programs promote individual and family mental health and wellness. The programs currently offered to residents of St. Charles are:

- Smart Choices - Anger management for K-5, middle school, and high school students
- Bridges - Workshop for children whose parents are divorced or separated
- Chick-Chat - An all-girl workshop for 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> graders who want to develop a strong sense of self
- Single Mom's Group - Support group for single mothers
- Grandparents Raising Grandchildren - Support group for grandparents who are the primary caretakers of their grandchildren
- Wilderness Challenge Program – Week-long adventure for adolescents at risk of a difficult transition to high school
- Wilderness Challenge Follow-Up Group – Continued support for former Wilderness Challenge participants who want to stay connected
- Teen Girls Retreat - Therapeutic weekend trip for adolescent girls
- Teen Girls Follow-Up Group – Continued support for participants of the Teen Girls Retreat
- Caregiver Connections - Early childhood mental health support for child care providers and parents
- Lazarus House Parent and Family Group - Onsite group for parents and children living at the Lazarus House homeless shelter
- Lazarus House Women's Group - Onsite group for female guests of Lazarus House

The City of St. Charles seeks to maintain a high quality of life, instill a strong sense of community, and foster collaboration to create effective solutions. TriCity Family Services shares a commitment to enhancing the quality of life in the community through our provision of professional, high-quality services to all residents in need. We believe that good mental/emotional health is integral to maintaining our community's quality of life.

We include community building in our mission statement to demonstrate our dedication to community-based mental health services and our desire to maximize community impact through partnerships with other local organizations; including social service organizations, corporations, churches, community groups, school districts, and our local municipalities.

For nearly 50 years, TriCity Family Services has been Kane County's leading provider of counseling and other mental health services to clients of all ages and income levels. We are a strong and experienced community partner for the 708 Board as it works to meet the needs of St. Charles residents who are suffering from, or at risk of developing, mental health disorders.



Agency Name: TriCity Family Services

**Describe specific goals that fit City's mission and indicate how goals will be accomplished.**

It is our vision to be recognized as the provider of choice for individuals, couples, and families seeking high quality, affordable, and compassionate outpatient mental health services. We have several goals aimed at achieving our vision, and the following exemplify the City of St. Charles' mission:

- Continue to assume a leadership role in treating children's mental health disorders

We treat children and teens with severe and chronic mental illness as well as children who are experiencing problems such as conflict with parents or siblings, interaction problems with peers, disruptive behavior at home or at school, physical or sexual abuse, and depression or thoughts of suicide.

According to the National Alliance on Mental Illness (NAMI), approximately 20% of youth between the ages of 13-18 experience a severe a mental disorder in a given year. Fifty percent of all lifetime cases of mental illness begin by age 14. NAMI cites that suicide is the third leading cause of death in youth ages 10-24, and that 37% of students (ages 14-21) who have a mental health disorder, and are served by special education, drop out. This is the highest dropout rate of any disability group.

TriCity Family Services has extensive expertise in treating children's mental health disorders. Our staff is particularly skilled in providing family-based services in order to conduct systemic assessments and collaborate with those considered key change agents within a child's family, school, and social networks. We are also the only agency in our area offering psychiatric services (psychiatric evaluations and medication management) to children and adolescents on a sliding fee basis.

- Continue to partner with schools, law enforcement, and other local providers, maximizing the use of existing resources, and collaborating in the design and delivery of needed mental health services

Our agency's systemic orientation means that client treatment plans typically require an interdisciplinary approach and collaboration among other entities involved in a client's life. This is especially true for services to children and adolescents, which may involve collaborative efforts with school social workers, guidance counselors, special education staff, pediatricians, Kane County juvenile probation officers, and Court Appointed Special Advocate volunteers.

Each year, we continue to build our networks and collaborate closely with schools to reach at-risk youth and families. We also work closely with our Employee Assistance Program client companies to contribute to healthy work environments for employees. Valuable partnerships with organizations such as Lazarus House, Mooseheart Child City, the Holmstad, local daycare centers, and local churches allow us to reach children and adults who may otherwise not have access to our services.

Networking within the community has become essential as we add new programs and provide education and awareness. We actively reach out to school district staff, physicians, senior service providers, and participate in the St. Charles Youth Commission and the Kane County Mental Health Council to collaborate in the planning and delivery of comprehensive mental health services to the

Agency Name: TriCity Family Services

community.

- Continue our traditions of creating and delivering programs designed to prevent the occurrence of substance abuse and mental health problems and promote individual and family wellness

Our prevention and early intervention programs are designed to arrest the development of mental health problems in their early stages, or prevent such problems from occurring through supportive and educational opportunities. The provision of these services saves the community the cost of treating fully developed mental health or substance abuse problems later. We consider wellness a key contributor to the high quality of life that the City of St. Charles seeks to maintain.

**Describe specifically how allocated funds will be expended and quantify services provided to the City of St. Charles:**

- Attach a budget detail for the funds sought.
- Include a brief program description on each item or service.
- Funds from 708 Mental Health Board and/or funds from other sources.

The cost of serving St. Charles clients is calculated based on the percentage of St. Charles residents compared to the total number of clients served. St. Charles residents are typically served in the following lines of service: Counseling (26%), Early Intervention (3%), and Prevention & Wellness (71%) programs. We are anticipating an increase in St. Charles clients of 9.7%. A grant of \$204,000 would be expended as follows:

- \$53,040 for Counseling Services
- \$6,120 for Early Intervention Services
- \$144,840 for Prevention & Wellness Programs

We provide family-oriented, confidential counseling to children, adolescents, and their families. We offer Family-Based Treatment for Eating Disorders, which is a highly practical, evidenced-based approach that enlists the entire family as a resource in supporting their child's recovery. We also provide personalized individual and couples counseling.

Early Intervention Programs include: Wilderness Challenge Program and Follow-up Group; Teen Girls Retreat and Follow-Up Group; Smart Choices Anger Management Group for K-5; and the Lazarus House Parenting Group.

Prevention & Wellness Programs include: Seminars & programs held in the community; Bridges Children of Divorce Group; Grandparents Raising Grandchildren Group; Single Mom's Support Group; and the Lazarus House Women's Group.

A complete agency budget is ATTACHMENT A. A summary is outlined below:

Agency Name: TriCity Family Services

Other sources of funding:

Department of Mental Health (State)	\$25,253 (actual – FY2014)
United Way of Central Kane County	\$46,000 (actual – FY2014)

Contributions:

Individuals	\$170,000 (being sought)
Corporate/Foundations	\$126,500 (being sought)
Churches/Community Groups	\$ 19,000 (being sought)

**St. Charles 708 Fund Expenditure History – explain how funds allocated from previous year were expended and purposes of those expenditures in relation to St. Charles residents of the funding you received last year. Note: if funding allocation is over \$25,000, attach most recent financial statements, audit and annual report:**

St. Charles 708 funds for FY14 were expended and allocated in the same manner as described above. See attached audited financial statements (ATTACHMENT B), December, 2014 Financial Statements (ATTACHMENT C) and Annual Report (ATTACHMENT D) for details. The cost of serving St. Charles clients is calculated based on the number of clients served.

**On an annualized (12 month) basis, provide information on City of St. Charles residents served:**

Direct service: number of individual clients/consumers served: 1,418

Aggregate number of direct service hours provided: 10,590.75

**Describe agency cost basis per client/consumer served (e.g., per hour cost and/or program costs allocated to City of St. Charles residents and how this was derived):**

City of St. Charles Clients Served FY2014	1,418
Total Clients Served-All Programs	3,841
Cost of All Programs (less depreciation)	\$1,450,750
Cost of City of St. Charles clients (\$1,450,750 X 37%)	\$536,777.50
Cost per client– cost of City of St. Charles clients divided by 1,418	\$378.54
Cost per hour – cost of City of St. Charles clients divided by total hours of service (10,590.75)	\$50.68

**Identify other services provided to and for the benefit of City of St. Charles’ residents (education, presentations, volunteer training and group activities/events).**

In addition to the provision of clinical services through our counseling, prevention, and early intervention programs, TCFS continues to serve the citizens of St. Charles by providing presentations or training upon request.

In the past year, staff visited numerous dentist, pediatric, and physician offices to provide information about our services, especially our new eating disorder program. Our Executive Director has been an active participant with the Fox Valley Mental Health Advocacy Council developed subsequent to the CUSD #303 Summit in 2013. Staff from School District 303 were visited multiple times throughout



Agency Name: TriCity Family Services

the year and invited to attend roundtable discussions held at the TCFS office. Youth ministers from area churches were also invited to a roundtable discussion. Staff presented information to St. Patrick's school health classes and met with staff at Christ Community Church. We participated in health fairs held at St. Charles North High School and Lincoln Elementary School. We were honored to be part of the inaugural St. Charles Special Family Night, held as part of Riverfest. The Chick Chat program, held in Geneva, was open to 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> grade girls from throughout the area. Finally, staff were invited to present to the Noon Kiwanis and Rotary Clubs and the Exchange Club of the Tri-Cities.

**Attach a list of current Board of Directors for your agency, listing the length of time that each Board member has served in their current term. Also attach a brief summary of how Board members are elected, the qualifications sought, and any term limits for Board members.**

See ATTACHMENT E

We receive referrals for prospective board members mainly through current members of the Board and Emeritus Board. We also receive referrals through our Friends of TCFS volunteer auxiliary. The importance of representing the needs and interests of the community is stressed during the recruitment and orientation process. Current and former board members, who are responsible for recruiting the majority of new directors, understand that the dedication and commitment of their future board colleagues is a direct correlation of their personal affinity with the mission of the agency. The message is further reinforced by the Executive Director, who meets with every board candidate for the primary purpose of establishing a "best fit", taking into consideration the mission of the agency, the needs of the board, and the interests and qualifications of the candidate. At this preliminary orientation meeting, the prospective director also tours the agency, is briefed regarding the agency's history, programs, current goals, pending board issues, and is introduced to key staff members.

Board members then have their name placed in nomination. They are voted into office thirty days later if no objections are raised. Board members can serve a maximum of two continuous three-year terms, and a partial term of up to two years, for a total of eight consecutive years.

**Attach a copy of current 501(c)(3) or tax exempt status certification.**

See ATTACHMENT F

Please note that agencies that are allocated funds from the STC 708 Board in excess of \$25,000.00 in any fiscal year are also subject to the following requirements:

1. Monthly financial statements must be submitted to the Government Operations Committee of the St. Charles City Council by no later than the 15<sup>th</sup> day of the following month.
2. An annual report must be submitted to this same Committee.
3. A representative of the agency must make a brief presentation describing the purpose of the agency, it's future plans and how it's programs and services have benefited the residents of St. Charles to this Committee on an annual basis at a date and time to be determined (following the allocation recommendation process by the STC 708 Board, but prior to the actual release of any funds).

**Funding request amount for current fiscal year: \$204,000**

**Application Date: February 6, 2015**




Agency Name: TriCity Family Services

**For STC 708 Board Only:**

**Recommended funding for current fiscal year: \$ \_\_\_\_\_ Recommendation Date: \_\_\_\_\_**

**FY2015 Budget**

 <b>Family Services</b>			
TriCity Family Services			
FY 2015 BUDGET			
<b>Expenses</b>	<b>2014 Budget</b>	<b>2015 Budget</b>	<b>Change from 2014 Budget</b>
Personnel	\$ 1,408,216	\$ 1,430,488	\$ 22,272
Consultants	\$ 85,770	\$ 74,750	\$ (11,020)
Operating	\$ 242,864	\$ 333,489	\$ 88,625
NON CASH EXPENSE (DEPRECIATION)	\$ 16,626	\$ 16,626	\$ -
<b>EXPENSES TOTAL</b>	<b>\$ 1,753,476</b>	<b>\$ 1,855,353</b>	<b>\$ 101,877</b>
<b>Revenue</b>	<b>2014 Budget</b>	<b>2015 Budget</b>	<b>Change from 2014 Budget</b>
Public Funding	\$ 430,079	\$ 420,979	\$ (9,100)
Private Support-Contributions	\$ 382,500	\$ 446,579	\$ 64,079
Private Support-Special Events	\$ 160,500	\$ 187,500	\$ 27,000
Service Income	\$ 584,003	\$ 631,988	\$ 47,985
EAP Income	\$ 57,986	\$ 55,331	\$ (2,655)
Other	\$ 138,408	\$ 112,976	\$ (25,432)
<b>REVENUE TOTAL</b>	<b>\$ 1,753,476</b>	<b>\$ 1,855,353</b>	<b>\$ 101,877</b>
<b>TOTAL REVENUE LESS EXPENSES</b>	<b>\$ 0</b>	<b>\$ (0)</b>	

**FY2015 Budget**

<b>TriCity Family Services</b>			
<b>Expense Budget FY 2015</b>			
<b>FY 2015 BUDGET</b>	<b>2014 Budget</b>	<b>2015 Budget</b>	<b>Change from 2014 Budget</b>
Administrative Salaries	\$ 393,721	\$ 400,217	\$ 6,496
Clinical Salaries	\$ 478,518	\$ 507,364	\$ 28,846
Part-Time Clinical Salaries	\$ 140,856	\$ 151,945	\$ 11,089
Associates Wages	\$ 63,577	\$ 47,305	\$ (16,272)
Hourly Clerical Wages	\$ 66,171	\$ 67,187	\$ 1,016
In Kind Clinical Services	\$ 23,562	\$ 23,562	\$ -
Employee Incentives	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 1,166,406</b>	<b>\$ 1,197,581</b>	<b>\$ 31,174</b>
<b>Taxes &amp; Benefits</b>			
Medical & Life Insurance	\$ 84,502	\$ 75,677	\$ (8,825)
Workman's Compensation	\$ 6,830	\$ 8,676	\$ 1,845
FICA-Employers	\$ 78,915	\$ 86,194	\$ 7,279
State Unemployment Insurance	\$ 19,202	\$ 9,260	\$ (9,942)
TSA Payments	\$ 52,360	\$ 53,101	\$ 740
<b>Total</b>	<b>\$ 241,810</b>	<b>\$ 232,907</b>	<b>\$ (8,902)</b>
<b>PERSONNEL TOTAL</b>	<b>\$ 1,408,216</b>	<b>\$ 1,430,488</b>	<b>\$ 22,272</b>
<b>Consultants</b>			
Clinical Consultants	\$ 7,550	\$ 1,000	\$ (6,550)
Work/Life Benefit	\$ 3,600	\$ 3,600	\$ -
Audit Costs	\$ 7,500	\$ 7,850	\$ 350
Accounting Services	\$ -	\$ -	\$ -
Legal Consultants	\$ 2,720	\$ 3,000	\$ 280
Management Consultants	\$ 6,300	\$ 1,000	\$ (5,300)
Payroll Service	\$ 3,100	\$ 3,300	\$ 200
Transcription Service	\$ -	\$ -	\$ -
In Kind Consultants	\$ 55,000	\$ 55,000	\$ -
<b>Consultants Total</b>	<b>\$ 85,770</b>	<b>\$ 74,750</b>	<b>\$ (11,020)</b>
<b>Operating</b>			
<b>Facilities &amp; Equipment</b>			
General Insurance	\$ 6,150	\$ 6,900	\$ 750
Building Maintenance/Repair	\$ 27,000	\$ 83,475	\$ 56,475
Building/Ground Supplies	\$ 1,300	\$ 3,000	\$ 1,700
Food/Beverage	\$ 2,100	\$ 3,000	\$ 900
Grounds Maintenance	\$ 3,840	\$ 4,050	\$ 210
Snow Plowing	\$ 5,000	\$ 3,750	\$ (1,250)
Gas	\$ 2,200	\$ 3,360	\$ 1,160
Electricity	\$ 6,000	\$ 8,270	\$ 2,270
Water	\$ 1,800	\$ 1,650	\$ (150)
Refuse	\$ 1,260	\$ 1,850	\$ 590
Telephone	\$ 10,750	\$ 13,165	\$ 2,415
Equipment Maintenance	\$ 8,000	\$ 8,000	\$ -
Pager Cost	\$ 550	\$ -	\$ (550)
Answering Service	\$ 2,500	\$ -	\$ (2,500)
Alarm System Costs	\$ 1,400	\$ -	\$ (1,400)
Computer Maintenance & Repair	\$ 11,120	\$ 16,735	\$ 5,615
<b>Total</b>	<b>\$ 90,970</b>	<b>\$ 157,205</b>	<b>\$ 66,235</b>

**FY2015 Budget**

<b>TriCity Family Services</b>			
<b>Expense Budget FY 2015</b>			
<b>Operating Continued</b>	<b>2014 Budget</b>	<b>2015 Budget</b>	<b>Change from 2014 Budget</b>
<b>Commodities</b>			
Office Supplies	\$ 9,100	\$ 10,000	\$ 900
Postage	\$ 9,000	\$ 9,000	\$ -
Books & Journals	\$ 400	\$ 400	\$ -
Subscriptions	\$ 1,500	\$ 2,000	\$ 500
Printing	\$ 2,800	\$ 2,800	\$ -
Program Materials	\$ 5,000	\$ 3,000	\$ (2,000)
<b>Total</b>	<b>\$ 27,800</b>	<b>\$ 27,200</b>	<b>\$ (600)</b>
<b>Staff Expenses</b>			
Training	\$ 11,500	\$ 14,000	\$ 2,500
Travel/Lodging/Meals	\$ 1,500	\$ 1,500	\$ -
Local Mileage	\$ 2,500	\$ 2,500	\$ -
Professional Liability Insurance	\$ 7,522	\$ 7,866	\$ 344
Dues & Memberships	\$ 1,660	\$ 2,200	\$ 540
<b>Total</b>	<b>\$ 24,682</b>	<b>\$ 28,066</b>	<b>\$ 3,384</b>
<b>Other</b>			
Aid to Individuals	\$ 1,000	\$ 1,000	\$ -
Bad Debt	\$ 5,000	\$ 5,000	\$ -
Miscellaneous	\$ 10,000	\$ 9,000	\$ (1,000)
Friends of TriCity Family Services	\$ -	\$ -	\$ -
Bank Charges	\$ 6,500	\$ 5,200	\$ (1,300)
Accreditation	\$ 5,895	\$ 4,000	\$ (1,895)
Board Development	\$ 500	\$ 500	\$ -
Wilderness Challenge	\$ 15,895	\$ 15,895	\$ -
WCP Followup Groups	\$ 3,500	\$ 2,000	\$ (1,500)
Family Connections	\$ 5,000	\$ 3,000	\$ (2,000)
Caregiver Connections	\$ 2,000	\$ -	\$ (2,000)
Mindful Emotions	\$ 300	\$ -	\$ (300)
Chick Chat	\$ 10,552	\$ 5,458	\$ (5,094)
Teen Girls Retreat	\$ 5,205	\$ 7,238	\$ 2,033
Teen Girls Retreat Follow Up Group	\$ -	\$ 125	\$ 125
ICDP	\$ 3,406	\$ 5,568	\$ 2,162
Reminiscence Group-NEW	\$ -	\$ 400	\$ 400
Caregiver of Older Adults Support Grp-NEW	\$ -	\$ 160	\$ 160
Equipment Purchases	\$ 2,243	\$ 300	\$ (1,943)
Website Development	\$ -	\$ 5,000	\$ 5,000
Rent	\$ -	\$ 15,675	\$ 15,675
Loan Payments	\$ 5,816	\$ 5,512	\$ (304)
<b>Total Other</b>	<b>\$ 82,812</b>	<b>\$ 91,030</b>	<b>\$ 8,218</b>



**FY2015 Budget**

<b>TriCity Family Services</b>			
<b>Expense Budget FY 2015</b>			
<b>RD/Marketing</b>	<b>2014 Budget</b>	<b>2015 Budget</b>	<b>Change from 2014 Bu</b>
Annual Reports	\$ 3,000	\$ 3,200	\$ 200
Donor Cultivation	\$ 1,000	\$ 1,000	\$ -
Direct Mail	\$ 2,000	\$ 4,100	\$ 2,100
RD Events	\$ 4,000	\$ 6,000	\$ 2,000
Phonathon	\$ 1,800	\$ 4,500	\$ 2,700
Other RD	\$ 1,000	\$ 2,000	\$ 1,000
Marketing Materials	\$ 2,000	\$ 1,000	\$ (1,000)
Newsletter	\$ 500	\$ 4,688	\$ 4,188
Misc. Marketing Materials	\$ 1,300	\$ 1,500	\$ 200
Marketing Advertising	\$ -	\$ 2,000	\$ 2,000
<b>Total RD/Marketing</b>	<b>\$ 16,600</b>	<b>\$ 29,988</b>	<b>\$ 11,388</b>
<b>OPERATING TOTAL</b>	<b>\$ 242,864</b>	<b>\$ 333,489</b>	<b>\$ 88,625</b>
<b>NON CASH EXPENSE (DEPRECIATION)</b>	<b>\$ 16,626</b>	<b>\$ 16,626</b>	<b>\$ -</b>
	<b>2014 Budget</b>	<b>2015 Budget</b>	<b>Change from 2014 Budget</b>
<b>Total Expenses</b>	<b>\$ 1,753,476</b>	<b>\$ 1,855,353</b>	<b>\$ 99,877</b>

**FY2015 Budget**

<b>TriCity Family Services</b>			
<b>Revenue Budget FY 2015</b>			
<b>FY 2015 BUDGET</b>	<b>2014 Budget</b>	<b>2015 Budget</b>	<b>Change from 2014 Budget</b>
<b>Community Chests/United Ways</b>			
Central Kane County	\$ 50,000	\$ 46,000	\$ (4,000)
Geneva	\$ 8,576	\$ 8,576	\$ -
Batavia	\$ 8,000	\$ 8,000	\$ -
<b>Total Community Chests/United Ways</b>	<b>\$ 66,576</b>	<b>\$ 62,576</b>	<b>\$ (4,000)</b>
<b>Cities/708 Funds</b>			
INC Board	\$ 91,650	\$ 86,550	\$ (5,100)
INC Board Family Connections	\$ 19,000	\$ 19,000	\$ -
708 Geneva	\$ 27,600	\$ 27,600	\$ -
708 St. Charles	\$ 200,000	\$ 200,000	\$ -
<b>Total Cities/708 Funds</b>	<b>\$ 338,250</b>	<b>\$ 333,150</b>	<b>\$ (5,100)</b>
<b>State Funds</b>			
Department of Human Services	\$ 25,253	\$ 25,253	\$ -
<b>Total State Funds</b>	<b>\$ 25,253</b>	<b>\$ 25,253</b>	<b>\$ -</b>
<b>TOTAL PUBLIC FUNDING</b>	<b>\$ 430,079</b>	<b>\$ 420,979</b>	<b>\$ (9,100)</b>
<b>Private Support</b>			
	<b>2014 Budget</b>	<b>2015 Budget</b>	<b>Change from 2014 Budget</b>
Individual	\$ 170,000	\$ 170,000	\$ -
Corporate	\$ 36,500	\$ 36,500	\$ -
Foundation	\$ 90,000	\$ 90,000	\$ -
Church	\$ 10,000	\$ 8,000	\$ (2,000)
Community Groups	\$ 11,000	\$ 11,000	\$ -
Other Grants & Contributions	\$ 10,000	\$ 76,079	\$ 66,079
Inkind Donations	\$ 55,000	\$ 55,000	\$ -
<b>Total Contributions</b>	<b>\$ 382,500</b>	<b>\$ 446,579</b>	<b>\$ 64,079</b>
<b>Special Events</b>			
Annual Benefit	\$ 125,000	\$ 150,000	\$ 25,000
Lobster Sale	\$ 5,500	\$ 5,500	\$ -
Snowflake Shuffle	\$ 18,000	\$ 18,000	\$ -
Friends Misc. Special Events	\$ 12,000	\$ 14,000	\$ 2,000
<b>Total Special Events</b>	<b>\$ 160,500</b>	<b>\$ 187,500</b>	<b>\$ 27,000</b>
<b>TOTAL PRIVATE SUPPORT</b>	<b>\$ 543,000</b>	<b>\$ 634,079</b>	<b>\$ 91,079</b>
<b>Service Income</b>			
	<b>2014 Budget</b>	<b>2015 Budget</b>	<b>Change from 2014 Budget</b>
In Kind Clinical Services	\$ 23,562	\$ 23,562	\$ -
Client Copayments	\$ 113,794	\$ 109,591	\$ (4,203)
Medicaid Payments	\$ 291,712	\$ 310,993	\$ 19,281
Client Insurance Payments	\$ 150,835	\$ 187,842	\$ 37,007
Women in Need Group	\$ 4,100	\$ -	\$ -
Parenting Support & Education Series	\$ -	\$ -	\$ -
<b>Total Service Income</b>	<b>\$ 584,003</b>	<b>\$ 631,988</b>	<b>\$ 47,985</b>

**FY2015 Budget**

<b>TriCity Family Services</b>			
<b>Revenue Budget FY 2015</b>			
<b>Service Income Continued</b>	<b>2014 Budget</b>	<b>2015 Budget</b>	<b>Change from 2014 Budget</b>
<b>EAP Income</b>			
Q Center LLC	\$ 3,950	\$ 3,348	\$ (602)
City of Batavia	\$ 9,126	\$ 9,262	\$ 136
City of Geneva	\$ 6,750	\$ 6,750	\$ -
City of St. Charles	\$ 7,650	\$ 7,500	\$ (150)
Colonial Ice Cream	\$ 650	\$ 600	\$ (50)
Elburn Fire & Countryside District	\$ 3,545	\$ 3,480	\$ (65)
Fox Valley Medical Associates	\$ 1,828	\$ 1,828	\$ -
Geneva Library	\$ 4,702	\$ 4,656	\$ (46)
IHC, Ltd.	\$ 3,886	\$ 3,810	\$ (76)
Renaissance Management	\$ 3,934	\$ 4,000	\$ 66
Richardson Electronics	\$ 4,506	\$ 3,468	\$ (1,038)
Smith Richardson	\$ 1,595	\$ 1,560	\$ (35)
St. Charles Park District	\$ 3,064	\$ 3,019	\$ (45)
Thornapple	\$ 700	\$ 700	\$ -
Village of Elburn	\$ 600	\$ 600	\$ -
New Contracts	\$ 1,500	\$ 750	\$ (750)
<b>Other EAP Revenue</b>		\$ -	\$ -
EAP Misc. Income	\$ -	\$ -	\$ -
<b>Total EAP Income</b>	<b>\$ 57,986</b>	<b>\$ 55,331</b>	<b>\$ (2,655)</b>
<b>TOTAL SERVICE INCOME</b>	<b>\$ 641,989</b>	<b>\$ 687,319</b>	<b>\$ 45,330</b>
<b>Other Income</b>			
Interest	\$ 500	\$ 500	\$ -
Friends of Tricity	\$ -	\$ -	\$ -
Aid to Individuals	\$ 1,000	\$ 1,000	\$ -
Wilderness Challenge	\$ 2,389	\$ 2,389	\$ -
WiCP Followup Groups	\$ -	\$ -	\$ -
Caregiver Connections	\$ 75,000	\$ 75,000	\$ -
Lazarus House Group	\$ 2,500	\$ -	\$ (2,500)
Chick Chat	\$ 18,460	\$ 18,460	\$ -
ICDP USA	\$ 3,406	\$ 3,406	\$ -
3G Foundation to Aid Individuls	\$ 6,681	\$ 6,681	\$ -
Mindful Emotions Middle School	\$ 540	\$ 540	\$ -
Donor Designated	\$ 22,932	\$ -	\$ (22,932)
Misc.	\$ 5,000	\$ 5,000	\$ -
<b>TOTAL OTHER INCOME</b>	<b>\$ 138,408</b>	<b>\$ 112,976</b>	<b>\$ (25,432)</b>
<b>Total Revenue</b>	<b>2014 Budget</b>	<b>2015 Budget</b>	<b>Change from 2014 Budget</b>
	<b>\$ 1,753,476</b>	<b>\$ 1,855,353</b>	<b>\$ 101,877</b>





**TriCity Family Services, Inc.**  
**Audited Financial Statements**  
**For the Years Ended June 30, 2014 and 2013**

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Independent Auditor's Report

To the Board of Directors of  
TriCity Family Services, Inc.

We have audited the accompanying financial statements of TriCity Family Services, Inc. (a nonprofit agency), which comprise the statements of financial position as of June 30, 2014 and 2013, and the related statements of activities and changes in net assets, statements of functional expenses, and statements of 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.

**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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Independent Auditor's Report (continued)

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of TriCity Family Services, Inc. as of June 30, 2014 and 2013, 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.

*Tyler Huss & Co PC.*

Elgin, Illinois  
September 17, 2014



**Tri City Family Services, Inc.**  
**Statements of Financial Position**  
**For the Years Ended June 30, 2014 and 2013**

	Assets	
	June 30, 2014	June 30, 2013
<b>Current Assets:</b>		
Cash and cash equivalents	\$ 150,871	\$ 109,559
Receivables		
Grants and contracts	84,405	69,290
Client fees, net of allowance for doubtful accounts of \$ 39,171 and \$28,710, respectively	248,538	172,642
Prepaid expenses	16,014	8,518
Total current assets	499,828	360,009
<b>Property and Equipment, at cost:</b>		
Land	234,248	234,248
Building	674,544	644,544
Furniture and fixtures	128,818	128,818
Equipment	358,724	358,724
	1,396,334	1,366,334
Less accumulated depreciation	(733,171)	(701,819)
Net property and equipment	663,163	664,515
<b>Total Assets</b>	<b>\$ 1,162,991</b>	<b>\$ 1,024,524</b>
<b>Liabilities and Net Assets</b>		
<b>Current Liabilities:</b>		
Accounts payable	\$ 16,694	\$ 16,347
Accrued expenses	29,433	20,139
Deferred revenue	79,644	37,113
Mortgage payable - current portion	6,529	6,207
Total current liabilities	132,300	79,806
<b>Long-term Liabilities:</b>		
Mortgage payable - noncurrent portion	98,310	104,839
Total liabilities	230,610	184,645
<b>Net Assets:</b>		
Unrestricted	\$ 817,052	\$ 741,505
Board designated - capital fund	25,000	25,000
Total unrestricted	842,052	766,505
Temporarily restricted	90,329	73,374
Permanently restricted	-	-
Total net assets	932,381	839,879
<b>Total Liabilities and Net Assets</b>	<b>\$ 1,162,991</b>	<b>\$ 1,024,524</b>

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

**Tri City Family Services, Inc.**  
**Statements of Activities and Changes in Net Assets**  
**For the Years Ended June 30, 2014 and 2013**

	-----June 30, 2014-----			-----June 30, 2013-----		
	Unrestricted	Temporarily Restricted	Total	Unrestricted	Temporarily Restricted	Total
<b>Revenue:</b>						
Client fees and third party payments	\$ 672,840	\$ -	\$ 672,840	\$ 517,142	\$ -	\$ 517,142
Occupational services	56,930	-	56,930	56,090	-	56,090
Caregiver connections	87,500	-	87,500	62,500	12,500	75,000
Strong Future/Strong Families	22,812	-	22,812	51,161	22,812	73,973
Other Programs	12,821	-	12,821	9,170	-	9,170
Miscellaneous income	6,520	-	6,520	6,452	-	6,452
Total revenue	<u>859,423</u>	<u>-</u>	<u>859,423</u>	<u>702,515</u>	<u>35,312</u>	<u>737,827</u>
<b>Public support:</b>						
Contributions	179,918	145,000	324,918	377,828	11,550	389,378
St. Charles Community Mental Health Board-708 taxes	200,000	-	200,000	200,000	-	200,000
Geneva Community Mental Health Board-708 taxes	28,000	-	28,000	27,600	-	27,600
INC Board-708 taxes	98,937	-	98,937	93,068	-	93,068
United Way of St. Charles	46,000	-	46,000	52,000	-	52,000
Geneva Community Chest	8,576	-	8,576	8,110	-	8,110
United Way of Batavia	8,000	-	8,000	7,000	-	7,000
Illinois Department of Human Services	26,078	-	26,078	25,250	-	25,250
In-kind clinical services	23,562	-	23,562	26,499	-	26,499
Special events, net of direct expenses of \$105,116 and \$105,719, respectively	165,861	250	166,111	177,140	3,700	180,840
Total public support	<u>784,932</u>	<u>145,250</u>	<u>930,182</u>	<u>994,495</u>	<u>15,250</u>	<u>1,009,745</u>
Net assets released from restrictions	128,295	(128,295)	-	99,623	(99,623)	-
Total revenue and public support	<u>1,772,650</u>	<u>16,955</u>	<u>1,789,605</u>	<u>1,796,633</u>	<u>(49,061)</u>	<u>1,747,572</u>
<b>Expenses:</b>						
<b>Program services:</b>						
Counseling	1,241,365	-	1,241,365	1,192,917	-	1,192,917
Early intervention	113,045	-	113,045	120,728	-	120,728
Prevention and wellness	12,623	-	12,623	17,530	-	17,530
Occupational services	87,362	-	87,362	50,876	-	50,876
Total program services	<u>1,454,395</u>	<u>-</u>	<u>1,454,395</u>	<u>1,382,051</u>	<u>-</u>	<u>1,382,051</u>
<b>Supporting services:</b>						
Management and general	120,082	-	120,082	185,743	-	185,743
Fundraising	122,626	-	122,626	177,433	-	177,433
Total supporting services	<u>242,708</u>	<u>-</u>	<u>242,708</u>	<u>363,176</u>	<u>-</u>	<u>363,176</u>
Total expenses	<u>1,697,103</u>	<u>-</u>	<u>1,697,103</u>	<u>1,745,227</u>	<u>-</u>	<u>1,745,227</u>
Change in Net Assets	75,547	16,955	92,502	51,406	(49,061)	2,345
Net Assets, Beginning of Year	766,505	73,374	839,879	715,099	122,435	837,534
Net Assets, End of Year	<u>\$ 842,052</u>	<u>\$ 90,329</u>	<u>\$ 932,381</u>	<u>\$ 766,505</u>	<u>\$ 73,374</u>	<u>\$ 839,879</u>

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

**Tri City Family Services, Inc.**  
**Statements of Cash Flows**  
**For the Years Ended June 30, 2014 and 2013**

	<u>June 30, 2014</u>	<u>June 30, 2013</u>
Cash Flows from Operating Activities:		
Change in net assets	\$ 92,502	\$ 2,345
Adjustments to reconcile change in net assets to		
Cash provided (used) by operating activities:		
Increase in allowance for doubtful accounts	10,463	11,610
Depreciation	31,353	67,828
Decrease (increase) in cash surrender value of life insurance	-	-
Cash provided (used) by assets and liabilities:		
Receivables	(101,473)	(23,603)
Prepaid expenses	(7,496)	(454)
Accounts payable	347	(1,317)
Accrued expenses	9,294	(18,761)
Deferred revenue	42,531	(79,280)
Net cash provided (used) by operating activities	<u>77,521</u>	<u>(41,632)</u>
Cash Flow from Investing Activities:		
Purchase of equipment	(30,000)	(90,243)
Net cash provided (used) by investing activities	<u>(30,000)</u>	<u>(90,243)</u>
Cash Flow from Financing Activities:		
Payments of mortgage payable	(6,209)	(5,901)
Proceeds from mortgage payable	-	-
Net cash provided (used) by financing activities	<u>(6,209)</u>	<u>(5,901)</u>
Increase (Decrease) in Cash	41,312	(137,776)
Cash and Cash Equivalents, Beginning of Year	109,559	247,335
Cash and Cash Equivalents, End of Year	<u>\$ 150,871</u>	<u>\$ 109,559</u>
Supplementary Disclosure:		
Interest Paid	\$ 5,487	\$ 5,793

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

**Tri City Family Services, Inc.**  
**Statements of Functional Expenses**  
**For the Years Ended June 30, 2014 and 2013**

	June 30, 2014						Total	
	Counseling	Early Intervention	Prevention and Wellness	Occupational Services	Program Services	Management and General		Fundraising Services
Expenses:								
Personnel expenses								
Salaries and wages	\$ 886,614	\$ 80,951	\$ 9,040	\$ 62,558	\$ 1,039,163	\$ 47,730	\$ 53,684	\$ 1,140,577
Taxes and benefits	134,552	12,285	1,372	9,494	157,703	21,106	23,738	202,547
Total personnel expenses	<u>1,021,166</u>	<u>93,236</u>	<u>10,412</u>	<u>72,052</u>	<u>1,196,866</u>	<u>68,836</u>	<u>77,422</u>	<u>1,343,124</u>
Consultants	7,647	698	78	540	8,963	1,200	1,349	11,512
Facility costs	85,212	7,781	870	6,013	99,876	13,367	15,034	128,277
Commodities cost	14,758	1,347	150	1,041	17,296	2,315	2,604	22,215
Staff expenses	13,327	1,215	135	940	15,617	1,061	1,194	17,872
Other costs	69,501	6,051	675	4,676	80,903	30,036	8,167	119,106
Resource development	-	-	-	-	-	-	13,181	13,181
Bad debt expense	8,927	815	91	630	10,463	-	-	10,463
Depreciation expense	20,827	1,902	212	1,470	24,411	3,267	3,675	31,353
Total Expenses	<u>\$ 1,241,365</u>	<u>\$ 113,045</u>	<u>\$ 12,623</u>	<u>\$ 87,362</u>	<u>\$ 1,454,395</u>	<u>\$ 120,082</u>	<u>\$ 122,626</u>	<u>\$ 1,697,103</u>

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



**Tri City Family Services, Inc.**  
**Statements of Functional Expenses**  
**For the Years Ended June 30, 2014 and 2013**

	June 30, 2013						Total	
	Counseling	Early Intervention	Prevention and Wellness	Occupational Services	Program Services	Management and General		Fundraising Services
Expenses:								
Personnel expenses								
Salaries and wages	\$ 774,316	\$ 65,634	\$ 11,191	\$ 32,480	\$ 883,621	\$ 116,837	\$ 109,068	\$ 1,109,526
Taxes and benefits	144,840	12,984	2,214	6,425	166,463	23,340	21,795	211,598
Total personnel expenses	919,156	78,618	13,405	38,905	1,050,084	140,177	130,863	1,321,124
Consultants	62,668	5,618	958	2,780	72,024	10,098	9,430	91,552
Facility costs	63,541	5,697	971	2,819	73,028	10,239	9,561	92,828
Commodities cost	19,443	1,743	297	863	22,346	3,133	2,926	28,405
Staff expenses	19,425	1,741	297	862	22,325	2,066	1,928	26,319
Other costs	39,883	21,144	550	1,595	63,172	12,549	5,209	80,930
Resource development	-	-	-	-	-	-	10,530	10,530
Bad debt expense	22,372	2,005	342	992	25,711	-	-	25,711
Depreciation expense	46,429	4,162	710	2,060	53,361	7,481	6,986	67,828
Total Expenses	\$ 1,192,917	\$ 120,728	\$ 17,530	\$ 50,876	\$ 1,382,051	\$ 185,743	\$ 177,433	\$ 1,745,227

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

**TriCity Family Services, Inc.**  
**Notes to Financial Statements**  
**June 30, 2014 and 2013**

**Note 1 – Significant Accounting Policies**

**Nature of Activities:**

TriCity Family Services (the Agency) is an Illinois not-for-profit service agency serving the community members and organizations of central Kane County. The Agency is dedicated to strengthening people and building community through the provision of quality, affordable counseling, youth crisis intervention, prevention, and early intervention services that promote sound mental health and effective family functioning. As a community-based agency, TriCity Family Services promotes service excellence, honesty, hopefulness, personal responsibility and respect for others. The Agency is funded primarily by counseling services, donor contributions, and government grants. TriCity Family Services conducts the following programs:

**Counseling –** Counseling is at the core of our work at TriCity Family Services. We specialize in family-centered, confidential counseling to all ages and all income levels. Experienced professionals who know the special needs of children and teens use a family-centered approach to help them work through challenges including: conflict with other family members, problems interacting with peers, disruptive behavior, substance abuse, physical or sexual abuse and depression. In addition, we excel in the provision of personalized individual or couples counseling for adults, addressing issues such as depression, marital discord, grief, divorce, domestic violence, parenting, stress, communication problems, sexual abuse and anxiety/phobias. We also an innovative outpatient, family-based program for the treatment of eating disorders. This past year 1,402 individuals were served in our counseling programs.

**Occupational Services -** TriCity Family Services contracts with employers to provide an Employee Assistance Program (EAP) as part of their employee benefits package. For employees, it is a free and confidential service that offers assessment and referrals to employees and their family members who are experiencing any type of mental health or personal problem. EAP is a positive approach that helps employees resolve problems before they begin to affect their jobs. Community-based and able to provide immediate and personalized responsiveness, TriCity Family Services EAP has many advantages over a typical “800-number” EAP. 165 individuals were able to find help through our occupational services program this past year.

**Prevention and Early Intervention –** We consider it essential to provide educational and supportive programming that reduces or eliminates those conditions that place people at risk of developing emotional and/or substance abuse problems later in life. Our prevention and early intervention programs help resolve problems before they become serious and effectively reduce human pain and suffering. Our prevention and early intervention programs include: Bridges, for children of divorce; Smart Choices, anger management for children of all ages; I-CAN, anger management for adults; Single Mom’s Support Group; Grandparents Raising Grandchildren Support Group; Wilderness Challenge Program, for at-risk teens; Family Connections, family communication workshop; Mindful Emotions, skills training for teen girls; Parenting Group, for the guests of the Lazarus House homeless shelter; Chick Chat, for 4<sup>th</sup>-6<sup>th</sup> grade girls; ICDP, for parents; and Caregiver Connections, support for daycare providers. In all, our Prevention and Early Intervention programs served 2,341 individuals this past year.

**TriCity Family Services, Inc.**  
**Notes to Financial Statements**  
**June 30, 2014 and 2013**

**Note 1 – Significant Accounting Policies (continued)**

**Method of Accounting:**

The financial statements of TriCity Family Services have been prepared on the accrual basis of accounting and in accordance with United States Generally Accepted Accounting Principles applicable to non-profit organizations. Revenues are recognized as they are earned and expenses as they are incurred.

**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 disclosure. Accordingly, actual results could differ from these estimates.

**Basis of Presentation:**

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board (FASB) in its Accounting Standards Codification (ASC) 958-210. Under FASB ASC 958-210, The Agency 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.

Temporarily restricted net assets represent net assets subject to donor imposed restrictions which will either be met by the Agency's actions or the passage of time. Temporarily restricted net assets are reclassified to unrestricted net assets when the restrictions are met or have expired. These reclassifications are reported in the statement of activities as net assets released from restrictions. At June 30, 2014 and 2013, TriCity Family Services is holding temporarily restricted net assets of \$90,329 and \$73,374, respectively.

Permanently restricted net assets are net assets subject to donor-imposed stipulations that the assets be maintained permanently by TriCity Family Services. Generally, the donors of these assets permit TriCity Family Services to use all or part of the income earned on any related investments for general or specific purposes. At June 30, 2014 and 2013, TriCity Family Services did not have any permanently restricted net assets.

All donor-restricted support and revenues are reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (such as when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets as net assets released from restrictions.



**TriCity Family Services, Inc.**  
**Notes to Financial Statements**  
**June 30, 2014 and 2013**

**Note 1 – Significant Accounting Policies (continued)**

**Cash and Cash Equivalents:**

TriCity Family Services, for the purposes of reporting cash flows, defines cash and cash equivalents as cash on hand, amounts held at financial institutions, and short-term highly liquid investments that are readily convertible to known amounts of cash. Investments with an original maturity of three months or less are considered short-term for these purposes.

**Contributions:**

TriCity Family Services accounts for contributions in accordance with the recommendations in FASB ASC 958-225. In accordance with FASB ASC 958-225, contributions and grants received are recorded as unrestricted, temporarily restricted, or permanently restricted support and revenue, depending on the existence and/or nature of any donor restrictions.

All contributions are considered to be available for unrestricted use unless specifically restricted by donors. Unrestricted contributions are recognized when received or when promised.

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, if any, is reported as an increase in temporarily or permanently restricted net assets. When a donor restriction expires, such as when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets released from restrictions and reported in the Statement of Activities as net assets released from restrictions.

**Income Tax Status:**

TriCity Family Services is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and is classified by the Internal Revenue Service as other than a private foundation. Accordingly, a provision for income taxes has not been made on the financial statements.

The Agency adopted the implementation of FASB ASC. Under FASB ASC 740, management must evaluate the positions it has taken on tax returns. Management has determined that there are no tax provisions that would result in a more likely than not (50% chance) of being sustained under a potential audit or examination.

TriCity Family Services Federal Exempt Organization Income Tax Returns (Form 990) for 2010, 2011, and 2012 are subject to examination by the IRS, generally for three years they were filed.



**TriCity Family Services, Inc.**  
**Notes to Financial Statements**  
**June 30, 2014 and 2013**

**Note 1 – Significant Accounting Policies (continued)**

**Concentrations of Credit Risk:**

TriCity Family Services maintains its cash balances in several bank accounts. Interest-bearing accounts at an institution are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. At June 30, 2014 and 2013 the Agency had no accounts in excess of the FDIC insured limits.

**Property and Equipment:**

Fixed assets are recorded at cost if purchased or at their estimated fair market value at the time received if donated. Expenditures for repairs and maintenance are charged to expenses as incurred, whereas renewals and betterments that extend the lives of property are capitalized. TriCity Family Services follows the practice of capitalizing, at cost, all expenditures for property and equipment in excess of \$5,000. Depreciation is computed using the straight-line method over the estimated useful life of the asset as follows:

Building .....50 years  
 Furniture and fixtures .....10 years  
 Equipment.....3 – 10 years

	<u>Cost</u> <u>June 30, 2013</u>	<u>Acquisitions</u> <u>(Dispositions)</u>	<u>Cost</u> <u>June 30, 2014</u>	<u>Accumulated</u> <u>Depreciation</u> <u>June 30, 2014</u>
Non-depreciable:				
Land	\$ 234,248	\$ -	\$ 234,248	\$ -
Depreciable:				
Building	644,544	30,000	674,544	264,902
Furniture and fixtures	128,818	-	128,818	121,814
Equipment	358,724	-	358,724	346,455
Total Fixed Assets	<u>\$ 1,366,334</u>	<u>\$ 30,000</u>	<u>\$ 1,396,334</u>	<u>\$ 733,171</u>

Depreciation expense for the years ended June 30, 2014 and 2013 was \$31,353 and \$67,828, respectively.

**Functional Allocation of Expenses:**

The costs of providing TriCity Family Services various programs and other activities have been summarized on a functional basis in the Statements of Functional Expenses. Accordingly, certain costs have been allocated among the programs, fundraising activities, and supporting services benefited.

Expenses are allocated based on line of service and are summarized on the statement of functional expenses. The allocation is based on hours of service performed in each area.

**TriCity Family Services, Inc.**  
**Notes to Financial Statements**  
**June 30, 2014 and 2013**

**Note 1 – Significant Accounting Policies (continued)**

**Receivables:**

Unconditional promises to give are recognized as receivables and revenues in the period pledged. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promises become unconditional. The receivables are due under terms established by the donors.

Management provides for probable uncollectible amounts through a provision for bad debt expense based on its assessment of the current status of individual receivables. Balances that are still outstanding after management has used reasonable collection efforts are written off to bad debt expense. At June 30, 2014 and 2013, the allowance for uncollectible promises was \$39,171 and \$28,710 respectively.

**Donated Property and Services:**

Donations received in property and services other than cash are recorded at their fair market value on the date of the gift. Donations in property and services whose fair market values are not objectively determinable are omitted from the financial statement in accordance with generally accepted accounting standards.

The Agency receives a significant amount of donated services from unpaid volunteers who assist in fund-raising and special projects. No amounts have been recognized in the statement of activities because the criteria for recognition under FASB ASC 958-225 have not been satisfied.

The Agency receives donated services from student interns to help provide counseling services. An estimated value for the professional services of the student interns has been recognized in the Statement of Activities, having met the criteria for recognition.

Donated services are recognized as contributions in accordance with FASB ASC 958-225 if the services (a) create or enhance non-financial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Agency. These contributions have been presented in the financial statements as support with a like amount shown as expense. During the fiscal years ended June 30, 2013 and 2014, donated services amounted to approximately \$23,562 and \$26,499.

**Deferred Revenue:**

Deferred revenue consists of fees received in advance for future periods.

**TriCity Family Services, Inc.**  
**Notes to Financial Statements**  
**June 30, 2014 and 2013**

**Note 2 – Lease Commitments**

The Agency leases equipment for certain programs requiring monthly payments of \$633 under terms of an operating lease which terminates January 2016. The Agency is responsible for repairs and maintenance and adequate insurance on the equipment. The Agency entered into a lease for office space effective September 1, 2013. The monthly payments required under this lease are \$1,306 and the lease terminates August 2014. Expenses included in operations for both leases totaled \$20,665 and \$7,602 for the years ended June 30, 2014 and 2013 respectively.

Following are the minimum future lease commitments:

<u>Years ended June 30:</u>	
2015	\$ 10,215
2016	7,602
2017	4,434
	<u>\$ 22,251</u>

**Note 3 – Restrictions on Net Assets**

Temporarily restricted net assets are available for the following purposes and periods:

	<u>2014</u>	<u>2013</u>
Strong Future/Strong Family	\$ -	\$ 22,812
General operations	90,079	46,862
Fiscal 2014 special events sponsorship	-	3,700
Fiscal 2015 special events sponsorship	250	-
	<u>\$ 90,329</u>	<u>\$ 73,374</u>

Restrictions satisfied during the years ended June 30, 2014 and 2013 were:

	<u>2014</u>	<u>2013</u>
Strong Future/Strong Family	\$ 22,812	\$ 74,123
General operations	101,783	13,450
Fiscal 2013 special events sponsorship	-	12,050
Fiscal 2014 special events sponsorship	3,700	-
	<u>\$ 128,295</u>	<u>\$ 99,623</u>

**TriCity Family Services, Inc.**  
**Notes to Financial Statements**  
**June 30, 2014 and 2013**

**Note 4 – Mortgage Payable**

The Agency has a mortgage payable to a bank. The mortgage is collateralized by the Agency's real property. The mortgage bears interest of 5% and is payable in monthly principal and interest payments of \$975 with a final payment due on May 2017. The balance due at June 30, 2014 and 2013 was \$104,839 and \$111,046 respectively.

Principal payments on the mortgage payable are as follows:

<u>Years ended June 30:</u>	
2015	\$ 6,529
2016	6,855
2017	91,455
	<u>\$ 104,839</u>

In connection with refinancing the mortgage in 2012, the board designated \$25,000 of the Agency's cash to be maintained for debt service.

**Note 5 – Retirement Plan**

The Agency maintains a tax sheltered annuity program for employees who become eligible after two years of Eligibility Service, which consists of completing at least 1,000 hours of service for each of two consecutive years. The Agency contributes 7% of the employee's gross income to the Plan. Employees may also make voluntary pretax contributions to the plan. The provisions for retirement costs for the years ended June 30, 2014 and 2013 was \$41,992 and \$49,710 respectively.

**Note 6 – Contingencies**

The Agency receives grants from several state and local government agencies. The disbursement of grant funds requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability to the Agency. However, management believes that any such disallowed claims would not have a material effect on the financial statements or the overall financial position of the Agency.

**Note 7 – Funds Held by the Community Foundation of Fox River Valley**

TriCity Family Services is the beneficiary of two funds held by the Community Foundation of the Fox River Valley (Community Foundation). The assets of these funds are not included in the Statements of Financial Position as the funds are not the assets of the Agency.



**TriCity Family Services, Inc.**  
**Notes to Financial Statements**  
**June 30, 2014 and 2013**

**Note 7 – Funds Held by the Community Foundation of Fox River Valley (continued)**

The TriCity Family Services Fund (the Fund) is used to provide support for the Agency in carrying out its mission and activities. Although the Fund is the property of the Community Foundation, the Agency has the right to make suggestions to the Community Foundation as to the distribution of the principal or income of the Fund. The decisions on the suggestions are at the sole discretion of the Community Foundation. The balance in the Fund at June 30, 2014 and 2013, as reported by the Community Foundation was \$119,094 and \$132,773 respectively. No distributions were received by the Agency in 2014 and 2013 from the Fund.

The TriCity Family Services Endowment Fund (the Endowment Fund) was established to provide current income and long term protection for the operation of the Agency. Although the Endowment Fund is the property of the Community Foundation, the Agency has the right to receive distributions of net income from the Endowment Fund on at least an annual basis; however, the Agency may elect to accumulate income rather than receive distributions thereof. The balance in the Endowment Fund at June 30, 2014 and 2013, as reported by the Community Foundation was \$499,461 and \$433,446 respectively. No distributions were received in 2014 and 2013 from the Endowment Fund. At June 30, 2014 and 2013, there was an accumulated net earnings available for distribution to the Agency of \$68,390 and \$52,046 respectively.

**Note 8 – Date of Management's Review**

Subsequent events have been evaluated through the date of this report. It was concluded that there are no subsequent events required to be disclosed.

September 17, 2014

To the Board of Directors of  
TriCity Family Services, Inc.  
St. Charles, Illinois

In planning and performing our audit of the financial statements of TriCity Family Services, Inc. as of and for the year ended June 30, 2014, in accordance with auditing standards generally accepted in the United States of America, we considered TriCity Family Services, Inc.'s internal control over financial reporting (internal control) as a basis for designing 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 the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies.

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 organization's financial statements will not be prevented, or detected and corrected, on a timely basis. We did identify the following to be deficiencies in internal control that we consider to be material weaknesses.

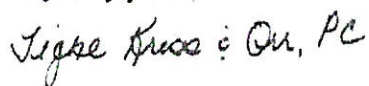
#### Material Journal Entries

As part of our audit procedures, we recorded material adjusting journal entries to the Organization's financial records. In preparing these entries, the auditor became part of TriCity Family Services, Inc.'s internal control process. The auditor cannot be considered part of the Organization's internal control process in accordance with auditing standards generally accepted in the United States of America; therefore, this is a material weakness.

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. We did not identify any deficiencies in internal control that we consider to be significant deficiencies.

This communication is intended solely for the information and use of Management, the Board of Directors, and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,



Tighe, Kress & Orr PC  
Elgin, Illinois

September 17, 2014

To the Board of Directors of  
TriCity Family Services, Inc.  
St. Charles, Illinois

We have audited the financial statements of TriCity Family Services, Inc. for the year ended June 30, 2014 and have issued our report thereon dated September 17, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 28, 2013. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Findings

#### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by TriCity Family Services, Inc. are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2014. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no sensitive estimates affecting the financial statements.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There were no sensitive disclosures affecting the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The following material adjustments detected as a result of audit procedures were corrected by management:

1. Adjustment of depreciation expense
2. Recording of fixed assets
3. Deferred revenue adjustment
4. Reclassification of due to/from temporarily restricted accounts



*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated September 17, 2014.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use the Board of Directors and Management of TriCity Family Services and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Ligke Gross : On, PC*

Elgin, Illinois



**TriCity Family Services**  
**Statement of Financial Position**  
As of the Month Ending December 31, 2014

	Actual					December		Variance From Prior Year	
	July	August	Sept	Oct	Nov	Dec	2013	\$	%
<b>Assets</b>									
<b>Current Assets</b>									
Cash and Cash Equivalents	\$77,831	\$132,512	\$65,951	\$55,881	\$99,664	\$164,621	\$303,837	\$139,216	(45.82)%
Net Accounts Receivable	\$830,741	\$740,334	\$744,551	\$737,576	\$623,444	\$517,495	\$239,218	(\$278,276)	116.33%
Prepaid Expenses	\$16,246	\$14,574	\$12,587	\$10,322	\$17,218	\$19,376	\$14,573	(\$4,803)	32.96%
Total Current Assets	\$924,818	\$887,420	\$823,089	\$803,779	\$740,327	\$701,492	\$557,629	(\$143,863)	25.80%
<b>Fixed Assets</b>									
Gross Fixed Assets	\$1,396,335	\$1,396,335	\$1,396,335	\$1,396,335	\$1,396,335	\$1,396,335	\$1,366,335	(\$30,000)	2.20%
Less Accumulated Depreciation	(\$734,557)	(\$735,942)	(\$737,328)	(\$738,713)	(\$740,099)	(\$741,484)	(\$710,132)	\$31,352	(4.41)%
Net Fixed Assets	\$661,778	\$660,392	\$659,007	\$657,621	\$656,236	\$654,851	\$656,202	\$1,352	(0.21)%
Due To / Due From Interfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Total Assets	\$1,586,596	\$1,547,812	\$1,482,096	\$1,461,400	\$1,396,563	\$1,356,342	\$1,213,831	(\$142,512)	11.74%
<b>Liabilities</b>									
<b>Current Liabilities</b>									
Accounts Payable	\$18,293	\$3,720	\$15,038	\$43,783	\$40,569	\$10,937	\$3,614	\$7,323	(202.64)%
Notes Payable	\$104,301	\$103,776	\$103,248	\$112,704	\$122,172	\$101,623	\$107,989	(\$6,366)	5.90%
Deferred Income - Grants/Cts	\$487,817	\$448,130	\$408,444	\$375,007	\$375,007	\$335,320	\$263,382	\$71,938	(27.31)%
Deferred Income-EAP Contracts	\$30,054	\$25,464	\$20,874	\$17,442	\$16,849	\$18,891	\$25,463	(\$6,571)	25.81%
Contributions Deferred	\$81,516	\$81,516	\$73,681	\$73,681	\$73,681	\$90,326	\$12,450	\$77,876	(625.51)%
Accrued Vacation	\$29,433	\$29,433	\$29,433	\$29,433	\$29,433	\$29,433	\$20,139	\$9,293	(46.14)%
Total Current Liabilities	\$751,414	\$692,039	\$650,717	\$652,049	\$657,710	\$586,530	\$433,037	\$153,492	(35.45)%
Net Assets	\$751,414	\$692,039	\$650,717	\$652,049	\$657,710	\$586,530	\$433,037	\$153,492	(35.45)%
<b>Unrestricted Funds</b>									
Restricted Funds	\$687,230	\$695,789	\$662,316	\$641,279	\$570,623	\$539,090	\$636,497	\$97,408	(15.30)%
	\$147,951	\$159,985	\$169,063	\$168,072	\$168,230	\$230,723	\$144,296	(\$86,427)	59.90%
	\$835,181	\$855,774	\$831,379	\$809,351	\$738,853	\$769,813	\$780,794	\$10,981	(1.41)%
Total Liabilities and Surplus	\$1,586,596	\$1,547,812	\$1,482,096	\$1,461,400	\$1,396,563	\$1,356,342	\$1,213,831	\$142,512	(11.74)%

## TriCity Family Services Monthly P&L Trend Through the Month Ending December 31, 2014

	Actual						Budget		Variance to Budget	
	July	August	Sept	Oct	Nov	Dec	Dec	\$	%	
<b>Revenues</b>										
Public Support										
Community Chests	\$4,404	\$4,404	\$4,404	\$4,404	\$4,404	\$4,404	\$5,215	(\$810)	(15.54)%	
708 Funds	\$26,928	\$26,928	\$26,928	\$26,928	\$26,928	\$26,928	\$27,762	(\$834)	(3.01)%	
State Funds	\$2,104	\$2,104	\$2,104	\$2,104	\$2,104	\$2,104	\$2,104	\$0	0.00%	
Total Public Support	\$33,437	\$33,437	\$33,437	\$33,437	\$33,437	\$33,437	\$35,081	(\$1,645)	(4.69)%	
Private Support										
Contributions	\$29,976	\$23,094	\$26,288	\$47,028	\$2,562	\$136,270	\$89,897	\$46,373	51.59%	
Special Events	(\$1,367)	\$972	\$933	\$2,115	\$13,320	\$2,433	\$7,200	(\$4,767)	(66.21)%	
Total Private Support	\$28,609	\$24,066	\$27,221	\$49,142	\$15,882	\$138,703	\$97,097	\$41,606	42.85%	
Service Income										
Inkind Clinical Services	\$1,964	\$1,964	\$1,964	\$1,964	\$1,964	\$1,964	\$1,964	\$0	0.00%	
Client Copayments	\$7,710	\$7,984	\$10,648	\$8,963	\$5,123	\$6,001	\$9,133	(\$3,132)	(34.29)%	
-Medicaid Payments	\$45,634	\$61,949	\$12,161	\$12,161	(\$23,697)	\$17,916	\$25,916	(\$8,000)	(30.87)%	
Client Insurance Payments	\$16,248	\$11,338	\$25,206	\$25,984	\$13,663	\$14,127	\$15,654	(\$1,526)	(9.75)%	
Other Service Income	\$0	\$0	\$0	\$0	\$0	\$0	\$45	(\$45)	(100.00)%	
Service Income	\$71,557	\$83,235	\$49,978	\$49,072	(\$2,948)	\$40,007	\$52,711	(\$12,704)	(24.10)%	
EAP Income	\$4,590	\$4,590	\$4,590	\$4,832	\$4,661	\$4,981	\$4,611	\$370	8.02%	
Other Income	\$1,740	\$6,040	\$6,729	\$3,152	\$12,680	\$6,678	\$7,632	(\$955)	(12.51)%	
Total Revenue	\$139,933	\$151,367	\$121,955	\$139,635	\$63,712	\$223,805	\$197,132	\$26,673	13.53%	
<b>Expenses</b>										
Personnel Costs										
Salaries & Incentives	\$95,334	\$92,911	\$97,435	\$102,336	\$92,024	\$97,066	\$99,798	\$2,732	2.74%	
Benefit Costs	\$17,558	\$17,408	\$17,671	\$17,953	\$17,911	\$16,745	\$19,409	\$2,664	13.73%	
Total Personnel Costs	\$112,892	\$110,319	\$115,106	\$120,289	\$109,935	\$113,811	\$119,207	\$5,396	4.53%	
Consulting Fees	\$985	\$322	\$10,495	\$17,458	(\$17,695)	\$729	\$10,158	\$9,429	92.82%	
Facilities Costs	\$7,358	\$12,292	\$7,945	\$9,656	\$29,050	\$69,056	\$13,217	(\$55,839)	(422.48)%	
Commodities										
Office Supplies	\$54	\$138	\$767	\$1,297	\$0	\$374	\$833	\$460	55.16%	
Postage	\$0	\$14	\$46	\$1,531	\$0	\$35	\$750	\$715	95.27%	
Books & Journals	\$0	\$0	\$0	\$0	\$0	\$0	\$33	\$33	100.00%	

## TriCity Family Services Monthly P&L Trend

Through the Month Ending December 31, 2014

	Actual												Budget		Variance to Budget	
	July	August	Sept	Oct	Nov	Dec	Dec	Dec	\$	%	\$	%				
Subscriptions	\$49	\$36	\$49	\$36	\$56	\$36	\$36	\$167	\$131	78.40%						
Printing	\$0	\$361	\$0	(\$393)	\$0	\$0	\$0	\$233	\$233	100.00%						
Program Materials	\$131	\$50	\$25	\$135	\$113	\$55	\$55	\$250	\$195	78.00%						
Total Commodities	\$233	\$598	\$887	\$2,607	\$169	\$500	\$500	\$2,267	\$1,767	77.94%						
Staff Expenses																
Training/Conference Fees	\$130	\$75	\$417	\$198	\$574	\$0	\$0	\$1,167	\$1,167	100.00%						
Travel/Lodging/Meals	\$0	\$98	\$14	\$138	\$89	\$0	\$0	\$125	\$125	100.00%						
Local Mileage	\$0	\$221	\$127	\$298	\$147	\$48	\$48	\$208	\$160	76.83%						
Dues & Memberships	\$500	\$275	\$275	\$150	\$0	\$100	\$100	\$183	\$83	45.45%						
Professional Liability Insurance	\$656	\$656	\$656	\$656	\$656	\$0	\$0	\$656	\$656	100.00%						
Staff Recruitment	\$0	\$0	\$59	\$0	\$0	\$0	\$0	\$0	\$0	0.00%						
Total Staff Expenses	\$1,286	\$1,325	\$1,547	\$1,440	\$1,466	\$148	\$148	\$2,339	\$2,191	93.66%						
Other Costs																
AID to Individuals	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$83	\$83	100.00%						
Friends of TriCity	\$0	\$0	\$300	\$593	\$0	\$0	\$0	\$0	\$0	0.00%						
Bad Debt Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$417	\$417	100.00%						
Miscellaneous Expense	\$1,149	\$283	\$1,220	\$1,300	\$292	\$919	\$919	\$633	(\$286)	(45.08)%						
Bank Charges	\$289	\$474	\$419	\$583	\$614	\$705	\$705	\$433	(\$272)	(62.78)%						
Loan Payment	\$437	\$470	\$457	\$437	\$484	\$469	\$469	\$459	(\$10)	(2.21)%						
Marketing Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%						
Accreditation	\$0	\$0	\$4,000	\$0	\$400	\$0	\$0	\$0	\$0	0.00%						
Board Development	\$0	\$0	\$99	\$0	\$0	\$0	\$0	\$42	\$42	100.00%						
Wilderness Challenge Expense	\$0	\$0	\$0	\$750	\$450	\$150	\$150	\$0	(\$150)	0.00%						
WCP Follow-up Group	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$167	\$167	100.00%						
Teen Girls Retreat	\$0	\$250	\$401	\$290	\$2,237	\$90	\$90	\$0	(\$90)	0.00%						
Family Connections Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500	\$1,500	100.00%						
Chick Chat Expenses	\$0	\$0	\$0	\$60	\$0	\$0	\$0	\$0	\$0	0.00%						
ICDP USA Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$464	\$464	100.00%						
Equipment Purchases	\$0	\$139	\$0	\$0	\$0	\$0	\$0	\$25	\$25	100.00%						
Website Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$417	\$417	100.00%						
Depreciation	\$1,385	\$1,385	\$1,385	\$1,385	\$1,385	\$1,385	\$1,385	\$1,385	\$0	0.00%						
Rent	\$1,306	\$1,306	\$1,418	\$1,362	\$1,362	\$1,362	\$1,362	\$1,306	(\$56)	(4.27)%						

**Tricity Family Services**  
**Monthly P&L Trend**  
 Through the Month Ending December 31, 2014

	Actual						Budget	Variance to Budget	
	July	August	Sept	Oct	Nov	Dec	Dec	\$	%
Other Costs	\$4,567	\$4,307	\$9,699	\$6,760	\$7,224	\$5,081	\$7,332	\$2,250	30.70%
Resource Development Exp			\$672	\$3,454	\$4,061	\$3,519	\$658	(\$2,861)	(434.54)%
Resource Development Exp	\$2,528	\$1,612	\$672	\$3,454	\$4,061	\$3,519	\$658	(\$2,861)	(434.54)%
Total Expenses	\$129,849	\$130,775	\$146,350	\$161,663	\$134,210	\$192,845	\$155,178	(\$37,667)	(24.27)%
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$10,084</b>	<b>\$20,592</b>	<b>(\$24,395)</b>	<b>(\$22,028)</b>	<b>(\$70,498)</b>	<b>\$30,960</b>	<b>\$41,954</b>	<b>(\$10,994)</b>	<b>(26.20)%</b>



**TriCity Family Services**  
**Statement of Activity**  
 Through the Month Ending December 31, 2014

	Actual	Budget		Prior Yr		Variance From Budget		Variance From Prior Year	
			\$	%		\$	%	\$	%
Revenues									
Public Support									
Community Chests	\$26,425	\$31,288	\$31,288			(\$4,862)	(15.54)%	(\$4,863)	(15.54)%
708 Funds	\$161,569	\$166,575	\$169,182			(\$5,006)	(3.01)%	(\$7,613)	(4.50)%
State Funds	\$12,626	\$12,626	\$12,627			\$0	0.00%	\$0	0.00%
Total Public Support	\$200,621	\$210,488	\$213,097			(\$9,867)	(4.69)%	(\$12,476)	(5.85)%
Private Support									
Contributions	\$265,218	\$281,686	\$205,658			(\$16,468)	(5.85)%	\$59,560	28.96%
Special Events	\$18,405	\$23,380	\$20,353			(\$4,975)	(21.28)%	(\$1,948)	(9.57)%
Total Private Support	\$283,623	\$305,066	\$226,011			(\$21,443)	(7.03)%	\$57,612	25.49%
Service Income									
Inkind Clinical Services	\$11,781	\$11,781	\$11,781			\$0	0.00%	\$0	0.00%
Client Copayments	\$46,429	\$54,795	\$45,436			(\$8,366)	(15.27)%	\$993	2.19%
Medicaid Payments	\$126,124	\$155,496	\$136,579			(\$29,373)	(18.89)%	(\$10,455)	(7.65)%
Client Insurance Payments	\$106,566	\$93,921	\$79,465			\$12,645	13.46%	\$27,101	34.10%
Other Service Income	\$0	\$270	\$671			(\$270)	(100.00)%	(\$671)	(100.00)%
Service Income	\$290,900	\$316,264	\$273,932			(\$25,364)	(8.02)%	\$16,969	6.19%
EAP Income	\$28,244	\$27,665	\$27,815			\$578	2.09%	\$428	1.54%
Other Income	\$37,019	\$45,793	\$67,977			(\$8,774)	(19.16)%	(\$30,958)	(45.54)%
Total Revenue	\$840,407	\$905,277	\$808,832			(\$64,870)	(7.17)%	\$31,575	3.90%
Expenses									
Personnel Costs									
Salaries & Incentives	\$577,106	\$598,790	\$564,948			\$21,684	3.62%	(\$12,158)	(2.15)%
Benefit Costs	\$105,246	\$116,454	\$103,010			\$11,208	9.62%	(\$2,236)	(2.17)%
Total Personnel Costs	\$682,352	\$715,244	\$667,958			\$32,892	4.60%	(\$14,394)	(2.15)%
Consulting Fees	\$12,293	\$50,467	\$12,914			\$38,174	75.64%	\$621	4.81%
Facilities Costs	\$135,358	\$79,302	\$63,698			(\$56,055)	(70.69)%	(\$71,660)	(112.50)%
Commodities									
Office Supplies	\$2,628	\$5,000	\$5,790			\$2,372	47.43%	\$3,161	54.60%
Postage	\$1,626	\$4,500	\$4,847			\$2,874	63.86%	\$3,221	66.45%
Books & Journals	\$0	\$200	\$0			\$200	100.00%	\$0	0.00%

1/20/2015 5:40:06PM

## TriCity Family Services Statement of Activity

Through the Month Ending December 31, 2014

	Actual	Budget	Prior Yr	Variance From Budget		Variance From Prior Year	
				\$	%	\$	%
Subscriptions	\$262	\$1,000	\$605	\$738	73.80%	\$343	56.71%
Printing	(\$32)	\$1,400	\$0	\$1,431	102.25%	\$32	0.00%
Program Materials	\$509	\$1,500	\$843	\$991	66.05%	\$333	39.56%
Total Commodities	\$4,994	\$13,600	\$12,084	\$8,606	63.28%	\$7,090	58.67%
Staff Expenses							
Training/Conference Fees	\$1,394	\$7,000	\$1,948	\$5,606	80.08%	\$553	28.40%
Travel/Lodging/Meals	\$339	\$750	\$308	\$411	54.78%	(\$31)	(10.04)%
Local Mileage	\$841	\$1,250	\$1,260	\$409	32.70%	\$419	33.23%
Dues & Memberships	\$1,300	\$1,100	\$300	(\$200)	(18.18)%	(\$1,000)	(333.33)%
Professional Liability Insurance	\$3,278	\$3,933	\$3,761	\$656	16.67%	\$484	12.86%
Staff Recruitment	\$59	\$0	\$0	(\$59)	0.00%	(\$59)	0.00%
Total Staff Expenses	\$7,211	\$14,033	\$7,577	\$6,822	48.61%	\$365	4.82%
Other Costs							
AID to Individuals	\$0	\$500	\$0	\$500	100.00%	\$0	0.00%
Friends of TriCity	\$893	\$0	\$1,104	(\$893)	0.00%	\$212	19.18%
Bad Debt Expense	\$0	\$2,500	\$0	\$2,500	100.00%	\$0	0.00%
Miscellaneous Expense	\$5,162	\$3,800	\$3,535	(\$1,362)	(35.85)%	(\$1,627)	(46.01)%
Bank Charges	\$3,084	\$2,600	\$2,277	(\$84)	(18.61)%	(\$806)	(35.40)%
Loan Payment	\$2,755	\$2,756	\$2,790	\$1	0.04%	\$35	1.27%
Marketing Expense	\$0	\$0	(\$120)	\$0	0.00%	(\$120)	(100.00)%
Accreditation	\$4,400	\$4,000	\$5,896	(\$400)	(10.00)%	\$1,496	25.37%
Board Development	\$99	\$250	\$29	\$151	60.41%	(\$70)	(241.51)%
Wilderness Challenge Expense	\$1,350	\$0	\$237	(\$1,350)	0.00%	(\$1,113)	(469.93)%
WCP Follow-up Group	\$0	\$1,000	(\$100)	\$1,000	100.00%	(\$100)	(100.00)%
Teen Girls Retreat	\$3,268	\$2,413	\$1,975	(\$855)	(35.46)%	(\$1,293)	(65.49)%
Family Connections Expenses	\$0	\$1,500	\$3,000	\$1,500	100.00%	\$3,000	100.00%
Chick Chat Expenses	\$60	\$0	\$0	(\$60)	0.00%	(\$60)	0.00%
ICDP USA Expenses	\$0	\$2,784	\$0	\$2,784	100.00%	\$0	0.00%
Equipment Purchases	\$139	\$150	\$11,900	\$11	7.33%	\$11,761	98.83%
Website Development	\$0	\$2,500	\$0	\$2,500	100.00%	\$0	0.00%
Depreciation	\$8,313	\$8,312	\$8,314	\$0	0.00%	\$1	0.01%
Rent	\$8,117	\$7,838	\$5,225	(\$279)	(3.56)%	(\$2,892)	(55.34)%

**TriCity Family Services**  
**Statement of Activity**

Through the Month Ending December 31, 2014

	Actual	Budget	Prior Yr	Variance From Budget		Variance From Prior Year	
				\$	%	\$	%
Other Costs	\$37,638	\$42,902	\$46,063	\$5,264	12.27%	\$8,424	18.29%
Resource Development Exp	\$15,846	\$17,419	\$4,463	\$1,573	9.03%	(\$11,382)	(255.03)%
Resource Development Exp	\$15,846	\$17,419	\$4,463	\$1,573	9.03%	(\$11,382)	(255.03)%
Total Expenses	\$895,692	\$932,967	\$814,757	\$37,275	4.00%	(\$80,935)	(9.93)%
<b>NET SURPLUS/(DEFICIT)</b>	<b>(\$55,285)</b>	<b>(\$27,690)</b>	<b>(\$5,925)</b>	<b>(\$27,595)</b>	<b>(99.66)%</b>	<b>(\$49,360)</b>	<b>(833.13)%</b>





TriCity Family Services  
FY14 Annual Report  
**DRAFT**



## **OUR MISSION**

TriCity Family Services (TCFS) is a private, not-for-profit human service agency serving the community members and organizations of central Kane County. The agency is dedicated to strengthening people and building community through the provision of quality, affordable counseling, youth crisis intervention, prevention and early intervention services that promote sound mental health and effective family functioning. As a community based agency, TCFS promotes service excellence, honesty, hopefulness, personal responsibility, and respect for others.

## **OUR VISION**

Building upon our distinctive competency as a provider of **family-centered mental health treatment and wellness services**, we envision a future in which TriCity Family Services will:

- Be recognized as the provider of choice for individuals, couples and families at all income levels seeking high quality, affordable, outpatient mental health services delivered **across the family life cycle**;
- Continue to assume a leadership role in treating **children's mental health disorders**;
- Continue to partner with schools, law enforcement and other local providers, maximizing the use of existing resources and **collaborating** in the design and delivery of needed mental health services;
- Continue its traditions of creating and delivering programs designed to **prevent** the occurrence of substance abuse and mental health problems and **promote individual and family wellness**;
- Partner with the local medical community in **integrating the delivery of physical and mental health care**; and,
- Assume a primary role in working with local employers to create and maintain healthy work forces through the delivery of innovative **employee assistance services**.

## **2013-2014 BOARD OF DIRECTORS**

**Jim Di Ciaula, President**  
BMO Harris Bank

**Jason Schneider, Vice President**  
John J. Malm & Associates, P.C.

**Linda Jones, Secretary**  
Community Volunteer

**Steve Kannaka, Treasurer**  
Site Maintenance, Inc.

**Kristin Behmer**  
Friends of TriCity Family Services

**Kyle Breunlin**  
KB Principal

**Dean Carlson**  
St. Charles Bank & Trust

**Kelly Haab-Tallitsch**  
SmithAmundsen

**Jeff Howell**  
Pivotal Home Solutions

**Cheryl Johnson**  
Retired Public Health Administrator

**Rosalie Jones Link**  
The Holmstad

**Cynthia Kadela**  
Nalco, an Ecolab Company

**Craig Larsen**  
AHC Advisors, Inc.

**Pat Lavery**  
Community Volunteer

**Jim Meister**  
Exelon Generation

**Greg Mills**  
Waddell & Reed

**Eric Nolan**  
Creekwood Associates

**Susan Parker**  
Artemis Protection

**Barbara Riebe**  
Community Volunteer

**Tom Russe**  
Sterling Bank

**Andrew Seidel**  
USG Corporation

**Abby Szlarek**  
Community Volunteer

**David Williams**  
Comcast



**FRIENDS OF TRICITY FAMILY SERVICES BOARD**

**Kristin Behmer**  
President

**Kristie Dienst**  
Secretary  
Past President

**Connie Meister**  
Treasurer

**Rob Anderson**  
Great Lobster Fly-In

**Lori Georgeson**  
Annual Benefit

**Julie Hipp**  
Snowflake Shuffle

**Jami Johnson**  
Trivia Night

**Trish Lockwood**  
**Lisa Tracy**  
Savory Sips

**Stephenie Sacca**  
Adopt-a-Family Easter

**Jo Lange**  
**Paulanna Wotring**  
Adopt-a-Family Thanksgiving

**Joanne Spitz**  
Adopt-a-Family Christmas

**Kari Bartel**  
Staff Appreciation

**Judy Burgess**  
**Mary Ann Rosenfelder**  
Social

**Anne Stephans**  
Membership

## **TRICITY FAMILY SERVICES STAFF**

**Teresita Barbosa**  
Secretary/Medical Assistant

**Miranda Barfuss**  
Development Manager

**Tysonn Barnes-Miller**  
WCP Leader Advisor

**Colleen Blake, LCPC**  
Clinician/Consultant

**Christine Bruun, Ph.D.**  
Senior Clinician/Consultant

**Emma Cabusao, MD**  
Supervising Psychiatrist

**Michelle Clark, MS.Ed., NCC, LCPC**  
Coordinator of Community Services

**Kyle Clausen**  
WCP Peer Leader Advisor

**Linda Coglianesse**  
Intake Coordinator

**Mira Dahlheim, MSW, LCSW**  
Clinician/Consultant

**Michelle DeLaRosa, LCPC**  
Clinician/Consultant

**Tom Dewese, LCSW**  
Clinician/Consultant

**Mary Kay Dowling**  
Half Time Secretary

**Denis Ferguson, LCPC**  
Director of Behavioral Health

**Pauline Gekas, LMFT**  
Facilitator of WIN

**Caitlyn Gibson**  
Receptionist

**Diane Gibson**  
Marketing Coordinator

**Kathy Gibson, LCSW, CEAP**  
Senior EAP Consultant

**Fatima Hadi, MD**  
Psychiatrist

**Pat Heun**  
Receptionist

**Julie Hipp**  
Receptionist

**Ryan Hovis**  
Facilitator of WCP Peer Leader Trip

**Hallie Hudson**  
Development Associate

**Morgan Hulock**  
Receptionist

**Lou Hutches, LCPC**  
Senior Clinician/Consultant

**Sandy Jones**  
Manager of Office Operations

**Sally Kelley**  
Business Manager

**Michael Knous, LPC**  
Mental Health Worker

**Laura Kowalski, LCPC**  
Senior Clinician/Consultant/EAP Coordinator

**Molly Kozik**  
Receptionist

**Courtney Laverty**  
Development Manager

**Gail Mastio, Ed.D. LCSW, ACSW**  
Senior Clinician/Consultant

**Anna McCaffrey, LPC**  
Mental Health Worker

**Deb McGrath, LCPC**  
Senior Clinician/Consultant

**Beth Mooncotch, MSW**  
Co-Facilitator of Lazarus House Groups

**Haley Nzinga**  
Receptionist

**Sheri O'Brien, LCPC**  
Senior Clinician/Consultant

**Jim Otepka, LMFT**  
Executive Director

**Melina Pantoja, LCSW**  
Mental Health Worker

**Laura Poss, LMFT, LCPC**  
Clinical Director

**Allyse Rehak, LCPC**  
Mental Health Worker

**Mandy Semenik, LCPC**  
Early Childhood Mental Health Consultant

**Terry Ann Smout**  
Executive Secretary

**Melissa Sofia, MSW, LCSW**  
Family Connections Lead Team Member/Mental Health Partner

**Lisandra Teofilo Guiraldelli, Ph.D.**  
Mental Health Worker

**Lydia Trevino, MSW**  
Mental Health Worker

**Kay Truffelli**  
Administrative Assistant

**Pat Vicha, LCSW, ACSW**  
Senior Clinician/Consultant

**Greg Watson, LCSW, ACSW, LMFT**  
Senior Clinician/Consultant

**Cindy Weber-Han, CRADC**  
Facilitator of Smart Choices



**Student Interns:**

Beth Haines  
Anna McCaffrey  
Tegan Pfortmiller  
Megan Reeder  
Melissa Sandgren  
Eileen Watts  
Ashley Wilkinson

**LETTER FROM THE BOARD PRESIDENT AND EXECUTIVE DIRECTOR**

Dear Friends:

The publication of the TriCity Family Services Annual Report is more than just a time-honored tradition. Beyond serving as a vehicle for providing our key constituents with a snapshot of agency performance over our recently completed fiscal year, as well as for publicly acknowledging our generous supporters, this annual ritual gives board and staff an opportunity to pause and put our previous year's performance into perspective.

An initial glance into the rear view mirror reminds us that fiscal year 2014 was a year of big "front burner" operational challenges: wrestling with the telephone and internet connectivity problems that impeded the transition to our new leased office space in St. Charles for administrative and development staff; devoting many hundreds of hours of staff time to the implementation of the agency's new Electronic Medical Records System; working to comprehend and prepare for the roll-out of Managed Care of Medicaid recipients in Illinois; managing a number of facility improvements made possible through a state grant; and completing the first phase of the agency's re-accreditation process. Few staff and board members were not impacted at some level by these resource-draining events. At times it felt like the year was slipping by too fast; at other times, it felt like FY '14 could not end soon enough!

Fortunately, as our clients continually remind us, time - and perseverance - does help to put the past into proper perspective. So, as our fiscal 2014 recedes into the past, the memories of the operational and administrative challenges that dominated our organizational life are replaced by a broader, more appreciative view. Having met the challenges presented to us, we can now see the fruits of our labor: new software that will enable the agency to comply with federal legislation regarding the electronic exchange of healthcare information and expedite the delivery of service to our clients; improvements to the agency's property and building, many of which will result in long-term energy cost-savings; and success at positioning the agency to participate in the new system of managed care for our Medicaid eligible clients.

As the dust settles, we also recognize, and feel grateful for, all that we were able to accomplish in the midst of multiple distractions, including:

- 28,382 hours of service provided to more than 3,900 individuals across all TCFS programs
- Encouraging growth in our new Family-Based Treatment (FBT) Program for Eating Disorders and our Teen Girls Retreat

- The renewal of our popular Chick Chat Program for 4th, 5th and 6th grade girls in partnership with Helping Girls Navigate Adolescence, Inc.
- The 25th anniversary of our Wilderness Challenge Program.

Our more appreciative, uncluttered retrospective on 2014 also reveals affirming evidence of the core attributes that enable this agency to grow beyond challenges such as those we encountered in 2014: continuing success in staff recruitment and development; a Board of Directors that continues to attract skilled and dedicated community servants; a Graduate Intern Program recognized as one of the best in the area; and a magnificent cadre of volunteers, including the Friends of TCFS and numerous Board Level Volunteers who sit on committees and offer invaluable pro bono services to the agency.

Finally, a second glance into the organizational rear view mirror also reminds us that 2014 was, in fact, a great year, not only because of what we accomplished in the face of multiple challenges, but because our mission prevailed. Thanks to the steadfast support of the community to which we belong, and the kindness and compassion of our most generous supporters and partners in service, TriCity Family Services was able to continue to do what it was meant to do: bring healing and hope to the lives of individuals, couples, and families struggling with challenges far more significant than those we have faced.

Gratefully,

Jim DiCiaula  
President

James R. Otepka  
Executive Director

## **PROGRAMS AND SERVICES**

TriCity Family Services is a leader in providing counseling and other mental health services for children and teens, their families, and community members across all income levels and life stages.

### **Counseling**

Counseling is at the core of our work at TriCity Family Services. We serve all ages and all income levels with quality, affordable counseling services for issues occurring across the family life cycle.

As an innovator in the field of family-based counseling for children and adolescents since 1967, our experienced mental health professionals know and understand the special needs of children and teens. In addition, our clinicians help adults, couples, and older adults address issues like depression, marital discord, grief, divorce, domestic violence, parenting, stress, communication problems, sexual abuse, phobias, anxiety, and depression.

By accepting a wide array of private insurance, public benefits, and offering a sliding-fee scale to those residing in our funded service area, we ensure that no one is ever denied services based on an inability to pay.

### **Family-Based Treatment for Eating Disorders**

Our family-centered, outpatient approach recognizes that parents and caregivers are the best resource for their child's recovery from an eating disorder. This program provides a caring and supportive environment for children, teens, young adults, and their families. FBT empowers parents to take an active role in resolving their child's disordered eating and restoring weight to a healthy range. This program helps families dealing with:

- Anorexia
- Bulimia
- Binge Eating
- Disordered Eating

We believe that eating disorders are treatable, and that everyone has the ability for a complete and full recovery.

### **Prevention and Early Intervention**

We offer a wide variety of innovative group programs and workshops designed to proactively impact the lives of individuals considered to be at risk of developing mental health and/or substance abuse problems, and promote individual and family wellness and education:

- Bridges – A workshop for children who are adjusting to their parents' divorce or separation
- Caregiver Connections - Support and training for childcare providers

- Chick-Chat – An all-girl workshop for 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> graders who want to develop a strong sense of self
- Family Connections – Multi-week program for residents of Batavia Apartments to build family communication, skills, positive habits, and attitudes of respect transferable to the home, the school and the community
- Grandparents Raising Grandchildren Group – A support group for grandparents who are the primary care providers for their grandchildren
- Lazarus House Parent and Family Group – Onsite support for parents and children living at the Lazarus House homeless shelter
- Lazarus House Women’s Group – Onsite support for female guests of the Lazarus House
- Single Moms Group – A support group for single mothers
- Smart Choices – An anger management workshop for youth
- Teen Girls Retreat - A therapeutic weekend retreat for teenage girls
- Teen Girls Follow-Up Group – Continued support for participants of the Teen Girls Retreat
- Wilderness Challenge Program - A canoeing and camping therapeutic adventure for adolescents at risk of a difficult transition to high school
- Wilderness Challenge Follow-Up Group – Social activities for past Wilderness Challenge Program participants

### **Occupational Services**

We have several contracts with local businesses, municipal governments, and other local employers to provide an Employee Assistance Program (EAP) as part of their employee benefits package. Community-based, and able to provide personal, immediate, and face-to-face attention, our EAP provides multiple benefits over a typical “800 number” EAP. For employees, it is a free and confidential service that offers assistance to employees and their family members who are experiencing any type of mental health or personal problem. For employers, it is a positive approach that helps employees resolve personal problems before they begin to affect their jobs.



## JULY 2013-JUNE 2014 FINANCIAL HIGHLIGHTS

<b>INCOME</b>	<b>Amount</b>	<b>% of Total</b>
<b>Public Funding</b>		
State	\$ 26,078.00	1%
Local	\$ 326,937.00	18%
United Way/Community Chests	\$ 62,576.00	3%
<b>Private Funding</b>		
Individuals	\$ 171,003.00	10%
Corporations/Foundations	\$ 110,425.00	6%
Churches/Community Groups	\$ 26,533.00	1%
Special Events	\$ 166,111.00	9%
<b>Service Related</b>		
Client Fees/Insurance	\$ 708,473.00	40%
In-Kind Clinical	\$ 23,562.00	1%
EAP & Other Programs	\$ 144,430.00	8%
<b>Miscellaneous</b>	\$ 23,477.00	1%
<b>TOTAL</b>	<b>\$1,789,605.00</b>	<b>100%</b>
<b>EXPENSES</b>		
Personnel Related Costs	\$1,354,636.00	80%
Facilities & Depreciation	\$ 150,492.00	9%
Other Operating Expenses	\$ 191,975.00	11%
<b>TOTAL</b>	<b>\$1,697,103.00*</b>	<b>100%</b>

\* It is the position of the TriCity Family Services Board of Directors that when end of year revenues exceed expenses, those dollars will be devoted first and foremost to replacing lost reserves, and then to addressing the ever increasing demand for agency services.

## **SERVICE STATISTICS**

In Fiscal Year 2014, TriCity Family Services served 3,908 clients and their family members, generating a total of 28,382 hours of service.

### **FY'14 Individuals Served (INSERT PIE CHART)**

Counseling: 1,402, 36%  
Prevention and Early Intervention: 2,341, 60%  
Occupational Services: 165, 4%

### **FY'14 Hours of Service (INSERT PIE CHART)**

Counseling: 17,059, 60%  
Prevention and Early Intervention: 10,665, 38%  
Occupational Services: 657, 2%

### **FY'14 Percentage of Individuals Served by Township (INSERT CHART)**

Batavia: 655, 17%  
Campton: 62, 1%  
Blackberry: 141, 4%  
Geneva: 928, 24%  
Kaneville: 6, <1%  
St. Charles: 1,613, 41%  
Virgil: 30, 1%  
Aurora: 321, 8%  
Outside Service Area: 152, 4%

## **AGENCY HIGHLIGHTS**

- The healthcare system has seen monumental changes in the past year. People who were previously uninsured or under-insured found new coverage through the Affordable Care Act, and the Medicaid system in Illinois moved to a managed care model in which the physical and behavioral health care of Medicaid consumers will be provided through large private managed care organizations. Our staff has worked very hard to ensure that TCFS is recognized on as many healthcare plans as possible so that we can continue to be the counseling provider of choice in central Kane County.
- The Corporate Partners in Caring program raised \$46,000 for the agency. We are grateful for the ongoing and generous support of the following Corporate Partners in Caring: (insert logos – use same from last year's Annual Report page 7 – all except JSG Electric Company and Tri-Cities Dialysis. You will need to add Comcast, Dayspring Pediatric Dentistry, Fox Valley Orthopedics, Geneva Eye Clinic, Gerald Auto Group, K. Hollis Jewelers, and St. Charles Bank & Trust)
- Connie Meister was presented with the 16th Annual Judy Burgess Award for Volunteer Service. Connie has played an integral role in many of the agency's fundraising events including Savory Sips and the Snowflake Shuffle. Co-chair of the 2006 Annual Benefit, Connie has remained an essential volunteer for our largest special event. Connie

currently serves as the Treasurer of the Friends auxiliary. We are grateful for the many ways that Connie has helped to guide and grow our fundraising efforts.

- TriCity Family Services presented the 29th Annual William D. Barth Award to Fred Norris. A community leader who has made a significant impact on the Tri-City area, Fred has been both a visionary public official and a dedicated volunteer. Fred has held leadership positions within several nonprofit organizations, and has played an instrumental role in the passage of many referendums that have aided the growth of the St. Charles School District, Public Library, and Forest Preserve. Mr. Norris is a life-long resident of St. Charles who served as the City's Mayor for 20 years.
- Our Annual Benefit, "Silver Linings", attracted over 450 guests, and raised more than \$140,000 in support of the agency's mental health services. The 3rd Annual Golden Heart Awards were presented to Dudley and Judy Burgess, The Community Foundation of the Fox River Valley, and the Congregational Church of Batavia. The event was chaired once again by Lori Georgeson, who led a dedicated committee of volunteers from our Friends fundraising auxiliary.
- Over 600 participants registered for our 6<sup>th</sup> annual Snowflake Shuffle - our coldest Shuffle to date! We were impressed by the determination of our runners, who braved the frigid temperatures in order to raise money and awareness for our programs. They all made Santa's nice list!
- The Advisory Council was established in October of 2013 to assist the agency with community awareness initiatives, donor identification and cultivation, and special events. The Council meets four times per year and has so far proven to be a valuable resource for the staff and leadership of TCFS.
- Executive Director Jim Otepka celebrated 25 years with the agency in October, 2013. When Jim first joined the agency, TriCity Family Services was at the forefront of the family therapy movement. Jim shared with the staff that it has been his honor and to serve such a impactful, compassionate organization for so long. Under Jim's leadership, the agency has continued to expand service delivery and distinguish itself as a local leader in the provision of family-centered behavioral health services in our community.

## **PROGRAM HIGHLIGHTS**

- Our newest counseling program, **Family-Based Treatment for Eating Disorders**, was officially launched in July of last year and served 20 clients. The program is recognized as an official FBT provider by the University of Chicago, which has referred clients to our program. One of our full-time clinicians is in the process of becoming credentialed as an FBT provider.
- The **Wilderness Challenge Program** celebrated its 25th anniversary in June. To date, the program has served 509 youth.
- A follow-up group was established for the **Teen Girls Retreat**. The girls now meet three times post-retreat to continue working on their skills.
- **Chick Chat**, a program for 4th, 5th, and 6th grade girls, continues to draw over 100 girls from throughout the TriCity area. This program is offered in partnership with Helping Girls Navigate Adolescence.

### **From our clients:**

“My life has changed for the better and I believe it is due to the therapy I received through your facility! Thank you.”

“I always thought that I was alone and the only one that felt the way I did. But I’m not, and people do care and understand.”

“When we began at TCFS, my child was consumed by her eating disorder. Now, she no longer self-harms and she has restored weight. The progress she has made at TCFS has been tremendous. As much as I want to forget this past year...I will never forget how helpful TCFS has been to me and my family.”





Tricity  
Family  
Services

**TCFS Board of Directors**

**Fiscal Year 2015**

<b>TERM</b>	<b>COMMITTEE</b>	<b>NAME (Spouse/Partner/SO) e-mail address</b>	<b>OCCUPATION/EMPLOYER</b>	<b>MAILING ADDRESS</b>	<b>TELEPHONE</b>
3/26/12- 3/23/15	Exec*/RD/Audit	SCHNEIDER, JASON President jasonpschneider@gmail.com	Attorney at Law John J. Malm & Associates, P.C	1344 McDowell Rd., #204 Naperville, IL 60563	W: 630-527-4177 CELL: 630-306-3186
8/25/08- 8/24/14	Exec	DI CIAULA, JIM Vice President James.Diciaula@bmo.com	Director Customer Experience, Personal & Small Business Banking Harris N.A.	34W573D Roosevelt Ave. St. Charles, IL 60174	H: 847-429-9390 W: 312-461-6397 CELL: 630-399-0525
1/23/12- 1/22/15	Exec/F*	KANNAKA, STEVE (Sally) Treasurer stevekannaka@gmail.com	General Manager Site Maintenance, Inc.	641 W. Washington Street Marengo, IL 60152	H: 815-568-7315 W: 847-697-1077 CELL: 815-260-5905
7/25/11- 6/24/14	Exec/HR	MILLS, GREG (Carol) Secretary GTMills726@aol.com	Financial Advisor Waddell & Reed	726 Fargo Blvd. Geneva, IL 60134	H: 630-208-9859 W: 630-339-8171 CELL: 630-738-0206 FAX: 630-339-8178
6/25/12- 8/31/14	Friends' Liaison/ RD	BEHMER, KRISTIN (Chris) kmbehmer@comcast.net	President The Friends of TriCity Family Services	1S758 Grove Hill Drive Batavia, IL 60510	H: 630-406-0460 CELL: 630-258-4256
11/26/07- 11/25/14	F/Audit	CARLSON, DEAN (Joan) dcarlson@bankstcharles.com	Vice President St. Charles Bank & Trust	P.O. Box 902 St. Charles, IL 60174	W: 630-377-9500 CELL: 630-624-2265
4/27/09- 4/26/15	P & S	JONES LINK, ROSALIE (Dwight) RMJones@covenantretirement.org	Stewardship Manager (PT) The Holmstad	23 North Daniels Drive Batavia, IL 60510	H: 630-879-6673 W: 630-879-4200
10/25/10- 10/24/16	RD*	MEISTER, JIM (Connie) james.meister@exeloncorp.com	Vice President, Operations Support Exelon Generation	4N123 Thornly Road St. Charles, IL 60174	H: 630-584-5774 W: 630-657-3899 CELL: 630-650-9618
5/21/12- 5/18/15	R	LARSEN, CRAIG (Marcia) craig.r.larsen@gmail.com	President AHC Advisors, Inc.	153 Picasso Drive St. Charles, IL 60175	H: 630-762-9118 W: 630-762-8185 CELL: 630-745-8185
7/23/12- 7/22/15	RD	LAVERY, PAT (Dick) plavery@sbcglobal.net	Retired - Customer Service	506 Wing Lane St. Charles, IL 60174	H: 630-377-6456 CELL: 630-707-6457
3/25/13- 3/24/16	M	BREUNLIN, KYLE (Brenda) kylebreunlin@gmail.com	Founding Partner KB Principal	1700 River Road S. Elgin, IL 60177	CELL: 630-364-0833
3/25/13- 3/24/16	RD/M Liaison to QAC	NOLAN, DR. ERIC (Mike) ericwardnolan@gmail.com	Child Psychiatrist Creekwood Associates	40W615 Stonebriar Lane Elgin IL 60124	CELL: 314-223-2993 WORK: 630-377-1414

**Over**

## TCFS Board of Directors

Fiscal Year 2015

TERM	COMMITTEE	NAME (Spouse/Partner/SO) e-mail address	OCCUPATION/EMPLOYER	MAILING ADDRESS	TELEPHONE
6/24/13-6/23/16	P&S	RUSSE, THOMAS R. (Sarah) trusse@sterbank.com	Sr. Vice President, Private Banking Sterling Bank	521 N. Meadow View Dr. St. Charles, IL 60175	CELL: 630-777--5678
6/24/13-6/23/16	HR*	KADELA, CYNTHIA (Michael) ilike712@comcast.net	Human Resources Director Nalco, an Ecolab Company	712 South 5 <sup>th</sup> Avenue St. Charles, IL 60174	H: 630-992-1488 W: Same CELL: Same
7/22/13-7/21/16	M*	WILLIAMS, DAVID P. (Adria) David_williams4@cable.comcast.com	VP Sales & Marketing Comcast	36W830 Hickory Drive St. Charles, IL 60175	H: 630-945-3365 W: 847-789-1283 CELL: 847-924-7910
10/28/13-10/27/16	M	SZKLAREK, ABBY (Jeff) abbyszklarek@gmail.com	Community Volunteer	2349 Kane Lane Batavia, IL 60510	Cell: 630-917-7961
10/28/13-10/27/16	P & S	JOHNSON, CHERYL Cjlb96@sbcglobal.net	Retired Public Health Administrator	2251 Vanderbilt Geneva, IL 60134	H: 630-208-0063
2/24/14-2/23/17	HR	HAAB-TALLITSCH, KELLY M. (Robert) khaabtallitsch@salawus.com	Attorney Smith Arundsen	268 Valley View Drive St. Charles, IL 60175	H: 630-513-5043 CELL: 847-754-7319
5/22/14-5/21/17	RD	RIEBE, BARBARA (Michael) Barbara.Riebe@gmail.com	Store Manager Coldwater Creek (retired)	1315 Persimmon Drive St. Charles, IL 60175	H: 630-377-7822 CELL: 630-234-7422
6/23/14-6/22/17	RD	HOWELL, JEFF (Kelly) Jeffh300@gmail.com	VP, Customer Experience & Client Relations Pivotal Home Solutions	1751 Diehl Rd. Suite 200 Naperville, IL 60563	CELL: 404-939-4330 (O): 630-536-0193
6/23/14-6/22/17	P & S	KNEWITZ, JOHN (Arlene) Birdsfans53@yahoo.com	Retired School Administrator Private Placement Coordinator	P.O. Box 606 Burlington, IL 60107	CELL: 630-779-5962 H: 847-683-3080
9/22/14-9/21/17	F	ATKINSON, DAVID M. (Catherine) Daveatk2@gmail.com	Director of Accounting Reynolds Consumer Products	2947 Husking Peg Lane Geneva, IL 60134	H: 630-845-1558 W: 847-482-3309 CELL: 630-917-4219

## \* Committee Chair

COMMITTEE KEY

Exec: Executive  
F: Finance  
HR: Human Resources  
M: Marketing  
P & S: Programs & Services  
QAC: Quality Advisory Committee

## Agency Telephone/Fax Numbers

Main #: 630-232-1070 FAX #: 630-232-1471  
 Backdoor #: 630-232-9384 (bypasses switchboard)  
 Jim - ext. 115 (lotepka@tricityfamilyservices.org)  
 Sally - ext. 139 (skelley@tricityfamilyservices.org)  
 Miranda - ext. 136 (mbarfuss@tricityfamilyservices.org)  
 Courtney - ext. 141 (claverty@tricityfamilyservices.org)  
 Sandy - ext. 117 (sjones@tricityfamilyservices.org)

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Internal Revenue Service

Department of the Treasury

District  
Director

Person to Contact: EO:TPA

TriCity Family Services  
321 Hamilton Street  
Deneva, IL 60134

Telephone Number: 1-800-424-1040  
312-435-1040

Refer Reply to: 90-0106

Date: November 9, 1989

RE: Confirmation  
EIN: 23-7310008

This is in response to the letter dated September 19, 1989 regarding your status as an organization exempt from Federal income tax.

Our records indicate that a ruling letter was issued in September, 1973, granting your organization an exemption from Federal income tax under the provisions of Section 501(c)(3) of the Internal Revenue Code of 1954. Our records also indicate that your organization is not a private foundation but one that is described in 509(a)(2).

Contributions made to you are deductible by donors in computing their taxable income in the manner and to the extent provided in Section 170 of the Internal Revenue Code.

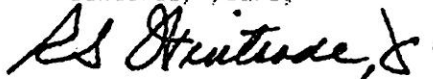
If your gross receipts each year are normally \$25,000.00 or more, you are required to file Form 990, Return of Organizations Exempt from Income Tax by the fifteenth day of the fifth month after the end of your annual accounting period.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under Section 511 of the Code. If you are subject to this tax, you must file an income tax return on F-990-T.

If any question arises with respect to your status for Federal income tax purposes, you may use this letter as evidence of your exemption.

This is an advisory letter.

Sincerely yours,



R. S. Wintrode Jr.  
District Director

