

**JAMAICA OUTREACH**  
**PROGRAM, INC.**

FINANCIAL STATEMENTS

YEARS ENDED SEPTEMBER 30, 2016 AND 2015

JAMAICA OUTREACH PROGRAM, INC.

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### INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors  
Jamaica Outreach Program, Inc.  
Naples, Florida

We have reviewed the accompanying statements of financial position of Jamaica Outreach Program, Inc. as of September 30, 2016 and 2015, and the related statements of activities, functional expenses and cash flows for the years then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the Organization's management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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


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.

#### **Accountant's Responsibility**

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

#### **Accountant's Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.



ROGERS WOOD HILL STARMAN & GUSTASON, P.A.  
Certified Public Accountants & Advisors  
January 10, 2017

**JAMAICA OUTREACH PROGRAM, INC.**

STATEMENTS OF FINANCIAL POSITION

SEPTEMBER 30, 2016 AND 2015

(See Independent Accountant's Review Report)

ASSETS

	<u>2016</u>	<u>2015</u>
Cash and cash equivalents	\$ 197,900	\$ 122,876
Prepaid expenses	387	379
Total assets	<u>\$ 198,287</u>	<u>\$ 123,255</u>

LIABILITIES AND NET ASSETS

LIABILITIES:	<u>\$ -</u>	<u>\$ -</u>
NET ASSETS:		
Unrestricted	197,417	116,947
Temporarily restricted	870	6,308
Total net assets	<u>198,287</u>	<u>123,255</u>
Total liabilities and net assets	<u>\$ 198,287</u>	<u>\$ 123,255</u>

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

**JAMAICA OUTREACH PROGRAM, INC.**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2016**  
(See Independent Accountant's Review Report)

	2016		
	Unrestricted	Temporarily Restricted	Total
REVENUES:			
Contributions	\$ 331,562	\$ -	\$ 331,562
In-kind donations - goods and services	314,744	-	314,744
Grants	23,139	-	23,139
Special events, net	14,521	-	14,521
In-kind donation - travel	5,419	-	5,419
Interest income	1,063	-	1,063
Total revenues	690,448	-	690,448
Net assets released from restrictions	5,438	(5,438)	-
Total revenues and net assets released from restrictions	695,886	(5,438)	690,448
EXPENSES:			
Program services	593,868	-	593,868
Administrative and general	12,538	-	12,538
Fundraising	9,010	-	9,010
Total expenses	615,416	-	615,416
INCREASE (DECREASE) IN NET ASSETS	80,470	(5,438)	75,032
NET ASSETS - Beginning of year	116,947	6,308	123,255
NET ASSETS - End of year	\$ 197,417	\$ 870	\$ 198,287

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

**JAMAICA OUTREACH PROGRAM, INC.**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2015**  
(See Independent Accountant's Review Report)

	2015		
	Unrestricted	Temporarily Restricted	Total
<b>REVENUES:</b>			
Contributions	\$ 253,965	\$ 574	\$ 254,539
In-kind donations - goods and services	258,656	-	258,656
Grants	1,850	-	1,850
Special events, net	15,319	-	15,319
In-kind donation - travel	6,915	-	6,915
Interest income	879	-	879
Total revenues	537,584	574	538,158
Net assets released from restrictions	6,205	(6,205)	-
Total revenues and net assets released from restrictions	543,789	(5,631)	538,158
<b>EXPENSES:</b>			
Program services	517,825	-	517,825
Administrative and general	9,489	-	9,489
Fundraising	6,969	-	6,969
Total expenses	534,283	-	534,283
INCREASE (DECREASE) IN NET ASSETS	9,506	(5,631)	3,875
NET ASSETS - Beginning of year	107,441	11,939	119,380
NET ASSETS - End of year	\$ 116,947	\$ 6,308	\$ 123,255

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

**JAMAICA OUTREACH PROGRAM, INC.**

**STATEMENTS OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED SEPTEMBER 30, 2016  
(See Independent Accountant's Review Report)**

	2016			
	<u>Program Services</u>	<u>General &amp; Administrative</u>	<u>Fundraising</u>	<u>Total</u>
Awards and grants	\$ 220,728	\$ -	\$ -	\$ 220,728
Advertising	-	33	100	133
Contract services	6,053	-	-	6,053
In-kind goods	98,879	-	-	98,879
In-kind services	215,865	-	-	215,865
Occupancy	979	158	-	1,137
Bank and credit card fees	630	-	386	1,016
Food	677	-	950	1,627
Miscellaneous	23	17	-	40
Licenses and registration fees	-	261	-	261
Postage and shipping	517	123	616	1,256
Printing	512	-	1,106	1,618
Professional fees	-	5,000	-	5,000
Supplies	9,160	238	102	9,500
Travel and meetings	39,845	1,427	5,750	47,022
Insurance	-	1,152	-	1,152
Volunteer background checks	-	4,129	-	4,129
Total expenses	<u>\$ 593,868</u>	<u>\$ 12,538</u>	<u>\$ 9,010</u>	<u>\$ 615,416</u>
Percentage of expenses to total expenses	96.5%	2.0%	1.5%	

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

**JAMAICA OUTREACH PROGRAM, INC.**

**STATEMENTS OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED SEPTEMBER 30, 2015**

(See Independent Accountant's Review Report)

	2015			
	<u>Program Services</u>	<u>General &amp; Administrative</u>	<u>Fundraising</u>	<u>Total</u>
Awards and grants	\$ 221,181	\$ -	\$ -	\$ 221,181
Contract services	3,304	-	-	3,304
In-kind goods	63,269	-	-	63,269
In-kind services	195,387	-	-	195,387
Occupancy	1,035	-	-	1,035
Bank and credit card fees	630	-	176	806
Food	182	-	-	182
Miscellaneous	-	-	125	125
Licenses and registration fees	-	261	-	261
Postage and shipping	98	211	569	878
Printing	287	51	1,531	1,869
Professional fees	-	5,000	-	5,000
Supplies	2,523	60	104	2,687
Travel and meetings	29,929	61	4,464	34,454
Insurance	-	1,135	-	1,135
Volunteer background checks	-	2,710	-	2,710
Total expenses	<u>\$ 517,825</u>	<u>\$ 9,489</u>	<u>\$ 6,969</u>	<u>\$ 534,283</u>
Percentage of expenses to total expenses	96.8%	1.6%	1.6%	

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



**JAMAICA OUTREACH PROGRAM, INC.**  
**STATEMENTS OF CASH FLOWS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2016 AND 2015**  
(See Independent Accountant's Review Report)

	<u>2016</u>	<u>2015</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Cash received from contributions	\$ 331,562	\$ 254,539
Cash received from grants	23,139	1,850
Cash received from events	37,980	39,316
Cash paid to suppliers and for donations	(97,992)	(34,731)
Cash paid to supported organizations	(220,728)	(257,979)
Interest received	1,063	879
Net cash provided by operating activities	<u>75,024</u>	<u>3,874</u>
 NET INCREASE IN CASH AND CASH EQUIVALENTS	 75,024	 3,874
 CASH AND CASH EQUIVALENTS - Beginning of year	 <u>122,876</u>	 <u>119,002</u>
 CASH AND CASH EQUIVALENTS - End of year	 <u>\$ 197,900</u>	 <u>\$ 122,876</u>
 <b>RECONCILIATION OF INCREASE IN NET ASSETS TO NET CASH PROVIDED BY OPERATING ACTIVITIES:</b>		
Increase in net assets	\$ 75,032	\$ 3,875
Changes in assets:		
Prepaid expenses	<u>(8)</u>	<u>(1)</u>
Net cash provided by operating activities	<u>\$ 75,024</u>	<u>\$ 3,874</u>

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

**JAMAICA OUTREACH PROGRAM, INC.**  
**NOTES TO FINANCIAL STATEMENTS - SEPTEMBER 30, 2016 AND 2015**

**NOTE 1 - NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES**

**Nature of Activities**

Jamaica Outreach Program, Inc. (the Organization) was incorporated on October 25, 2006, as a Florida not-for-profit corporation. The Organization's mission is to help the poor in Jamaica, through sister-parish and other strategic relationships. The Organization provides funds, goods and services for health care, food, clothing, housing, community facilities, and education, to improve the lives of the poor in Jamaica without regard to religious affiliation, personal history, gender, age or race.

**Basis of Accounting**

The Organization prepares its financial statements on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America.

**Basis of Presentation**

The Organization reports its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

*Unrestricted* - resources over which the board of directors had discretionary control.

*Temporarily restricted* - those resources subject to donor imposed restrictions, which will be satisfied by actions of the Organization or a passage of time.

*Permanently restricted* - those resources subject to donor imposed restrictions that they be maintained permanently by the Organization. The Organization held no permanently restricted net assets at September 30, 2016 and 2015.

**Cash and Cash Equivalents**

For purpose of the statement of cash flows, the Organization considers all highly liquid investments with an original maturity of three months or less to be cash equivalents. The Organization maintains bank accounts with balances, which at times may exceed federally insured limits.

**Estimates**

Management uses estimates and assumptions in preparing the financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could differ from those estimates.

**Income Taxes**

The Organization is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. However, income from certain activities not directly related to the Organization's tax-exempt purpose is subject to taxation as unrelated business income. In addition, the Organization qualifies for the charitable contribution deduction under Section 170(b)(1)(a) and has been classified as an organization other than a private foundation under Section 509(a)(2). Accordingly, no provision for income taxes has been made in these financial statements.

The Organization's Federal Exempt Organization Business Income Tax Returns (Forms 990) for 2013 through 2015 are subject to examination by the IRS, generally for three years after they were filed.

**JAMAICA OUTREACH PROGRAM, INC.**  
**NOTES TO FINANCIAL STATEMENTS - SEPTEMBER 30, 2016 AND 2015**

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES - continued

Uncertain Tax Position

It is the Organization's policy to evaluate the provisions of ASC 740 for all tax positions to identify any that may be considered uncertain. All identified material tax positions are assessed and measured by a "more-likely-than-not" threshold to determine if the tax position is uncertain and what, if any, the effect of the uncertain tax position may have on the financial statements. No material uncertain tax positions were identified for tax year 2015. Currently, the statute of limitations remains open for tax returns filed subsequent to and including 2013; however, no IRS examinations are in process or anticipated.

Promises to Give

Unconditional promises to give are recognized as revenues or gains in the period received and as assets, decreases in liabilities or expenses depending on the form of the benefits received. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promises become unconditional.

Contributions

Contributions are recognized when the donor makes the donation to the Organization. All donor restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. Temporarily restricted contributions are reported as temporarily restricted support and are reclassified to unrestricted net assets upon expiration of the time or use restriction. However, restricted contributions whose restrictions are met in the same reporting period are shown as unrestricted support.

Donated Services

Donated services are recognized as contributions if the services (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. Additionally, many volunteers provide their time and perform a variety of tasks that assist the Organization throughout the year that are not recognized as contributions in the financial statements since the recognition criteria were not met. The Organization receives more than 9,000 volunteer hours per year.

Donated Goods

Noncash donations are recorded as contributions at their estimated fair values at the date of donation. In-kind donations consist of food, clothing, supplies, medicine, medical equipment and household goods.

Expense Allocation

The costs of providing program, management and fundraising activities have been summarized on a functional basis in the Statement of Activities and in the Statement of Functional Expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Expenses related to more than one function are charged to programs and supporting services on the basis of periodic time and expense studies.

**JAMAICA OUTREACH PROGRAM, INC.**  
NOTES TO FINANCIAL STATEMENTS - SEPTEMBER 30, 2016 AND 2015

NOTE 2 - TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets are held in cash for the following purposes:

	<u>2016</u>	<u>2015</u>
Housing and community building	\$ 870	\$ 2,065
Optical	-	4,243
	<u>\$ 870</u>	<u>\$ 6,308</u>

NOTE 3 - IN-KIND DONATIONS - GOODS AND SERVICES

In-kind donations - goods and services consist of the following:

<u>Donated goods</u>	<u>2016</u>	<u>2015</u>
Food	\$ 17,010	\$ 17,675
Medical	77,908	40,978
Books	-	1,466
Other	3,961	3,150
	<u>98,879</u>	<u>63,269</u>

Donated services

Medical Services	<u>215,865</u>	<u>195,387</u>
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Total in-kind donations - goods and services	<u>\$ 314,744</u>	<u>\$ 258,656</u>
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NOTE 4 - SPECIAL EVENTS, NET

Special events revenue and expenses consist of the following:

	<u>2016</u>				
	<u>Concert</u>	<u>Festival</u>	<u>Tea</u>	<u>Raffle</u>	<u>Total</u>
Revenues	\$ 9,812	\$ 13,788	\$ 14,380	\$ -	\$ 37,980
Expenses	(2,887)	(12,084)	(8,488)	-	(23,459)
Net total	<u>\$ 6,925</u>	<u>\$ 1,704</u>	<u>\$ 5,892</u>	<u>\$ -</u>	<u>\$ 14,521</u>

	<u>2015</u>				
	<u>Concert</u>	<u>Festival</u>	<u>Tea</u>	<u>Raffle</u>	<u>Total</u>
Revenues	\$ 7,509	\$ 15,307	\$ 13,780	\$ 2,720	\$ 39,316
Expenses	(2,157)	(12,478)	(9,362)	-	(23,997)
Net total	<u>\$ 5,352</u>	<u>\$ 2,829</u>	<u>\$ 4,418</u>	<u>\$ 2,720</u>	<u>\$ 15,319</u>

These amounts excluded \$11,197 and \$11,550 in event-related donations reported as contributions in the statement of activities for 2016 and 2015, respectively.

**JAMAICA OUTREACH PROGRAM, INC.**  
**NOTES TO FINANCIAL STATEMENTS - SEPTEMBER 30, 2016 AND 2015**

**NOTE 5 - ECONOMIC DEPENDENCY**

The operation of the Organization is dependent on the receipt of support and revenue from two major donors. Loss of these funds and/or large decreases in these types of funding would have a material effect on the Organization and a negative impact on overall operations. For the year ended September 30, 2016, approximately 26% of cash contributions was attributable to St. John the Evangelist Church, approximately 30% of contributions were attributable to an individual donor, and approximately 14% of in-kind goods were attributable to Alcon Medical Missions Program. For the year ended September 30, 2015, approximately 32% of cash contributions was attributable to St. John the Evangelist Church and approximately 14% of in-kind goods were attributable to Alcon Medical Missions Program.

**NOTE 6 - FOREIGN OPERATIONS**

Substantially all of the Organization's program services are performed in Jamaica. Foreign operations are subject to additional inherent risks of conducting operations abroad, such as changes in economic, legal, regulatory, social and political conditions, as well as, restrictive actions of foreign or US governmental authorities, customs duties and tariffs, and governmental intervention. However, the Organization does not expect that the revenue from grants or contributors would be lost or that foreign operations will be interrupted.

**NOTE 7 - SUBSEQUENT EVENTS**

Subsequent events were evaluated through January 10, 2017, which is the date the financial statements were available to be issued.