

**VOLUNTEER CENTER OF LUBBOCK, INC.**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED DECEMBER 31, 2015  
WITH COMPARATIVE TOTALS FOR DECEMBER 31, 2014**

**AND**

**REPORT OF CERTIFIED PUBLIC ACCOUNTANTS**

**VOLUNTEER CENTER OF LUBBOCK, INC.**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**  
**WITH COMPARATIVE TOTALS FOR DECEMBER 31, 2014**

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**BOLINGER, SEGARS, GILBERT & MOSS, L.L.P.**

CERTIFIED PUBLIC ACCOUNTANTS

PHONE: (806) 747-3806

FAX: (806) 747-3815

8215 NASHVILLE AVENUE

LUBBOCK, TEXAS 79423-1954

**Independent Auditor's Report**

Board of Directors  
Volunteer Center of Lubbock, Inc.  
Lubbock, Texas

We have audited the accompanying financial statements of the Volunteer Center of Lubbock, Inc. (the Center), which comprise the statement of financial position as of December 31, 2015, the related statements of activities, cash flows, and functional expenses 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the 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 the Volunteer Center of Lubbock, Inc. as of December 31, 2015, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Report on Summarized Comparative Information**

We have previously audited the Volunteer Center of Lubbock, Inc.'s 2014 financial statements, and our report dated March 11, 2015, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2014, is consistent, in all material respects, with the audited financial statements from which it has been derived.

### **Other Matters**

#### *Accompanying Information*

Our audit was conducted for the purpose of forming an opinion on the financial statements of the Volunteer Center of Lubbock, Inc. taken as a whole. The accompanying Schedules of Comparison of Revenues and Expenses to Budget – Current Funds – Unrestricted and Reconciliation of Actual Revenue and Expenses for Current Funds – Unrestricted Per Exhibit B to Actual Revenue and Expenses for Budget Purposes 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 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.

*Bolinger, Segars, Gilbert & Moss L.L.P.*

Certified Public Accountants

Lubbock, Texas

March 8, 2016

VOLUNTEER CENTER OF LUBBOCK, INC.

Exhibit A

STATEMENT OF FINANCIAL POSITION  
DECEMBER 31, 2015  
WITH COMPARATIVE TOTALS FOR DECEMBER 31, 2014

ASSETS

	December 31,	
	<u>2015</u>	<u>2014</u>
<b>Current Assets</b>		
Cash in Bank	\$ 281,039	\$ 342,635
Certificate of Deposit	176,852	197,513
Accounts Receivable - Restricted	231,625	81,625
Other Current Assets	<u>1,992</u>	<u>1,992</u>
<b>Total Current Assets</b>	<u>\$ 691,508</u>	<u>\$ 623,765</u>
<b>Non-Current Assets</b>		
<b>Fixed Assets</b>		
Furniture and Equipment	\$ 44,146	\$ 42,903
Less: Accumulated Depreciation	<u>37,046</u>	<u>37,061</u>
<b>Total Fixed Assets</b>	<u>\$ 7,100</u>	<u>\$ 5,842</u>
Endowment Fund - Restricted	\$ 749,401	\$ 847,592
<b>Total Non-Current Assets</b>	<u>\$ 756,501</u>	<u>\$ 853,434</u>
<b>Total Assets</b>	<u>\$ 1,448,009</u>	<u>\$ 1,477,199</u>

LIABILITIES AND NET ASSETS

<b>Current Liabilities</b>		
Accounts Payable and Other Accrued Liabilities	\$ <u>20,697</u>	\$ <u>17,598</u>
<b>Total Current Liabilities</b>	<u>\$ 20,697</u>	<u>\$ 17,598</u>
Deferred Revenue	<u>\$ 12,572</u>	<u>\$ 7,668</u>
<b>Net Assets</b>		
Unrestricted		
Undesignated	\$ 299,629	\$ 270,449
Board Designated	17,190	17,190
Net Investment in Equipment	7,100	5,842
Temporarily Restricted	379,351	348,075
Permanently Restricted	<u>711,470</u>	<u>810,377</u>
<b>Total Net Assets</b>	<u>\$ 1,414,740</u>	<u>\$ 1,451,933</u>
<b>Total Liabilities and Net Assets</b>	<u>\$ 1,448,009</u>	<u>\$ 1,477,199</u>

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

VOLUNTEER CENTER OF LUBBOCK, INC.

Exhibit B

STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2015  
WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2014

	Unrestricted	Temporarily Restricted	Permanently Restricted	December 31.	
				2015	2014
<b>PUBLIC SUPPORT AND REVENUE</b>					
Public Support					
Received Indirectly					
United Way of Lubbock	\$ 194,559	\$	\$	\$ 194,559	\$ 147,493
Received Directly					
Fund Raising	89,020			89,020	63,375
Donations	39,564			39,564	29,502
	<u>\$ 323,143</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 323,143</u>	<u>\$ 240,370</u>
<b>GRANTS</b>					
CH Foundation	\$	\$ 157,225	\$	\$ 157,225	\$ 158,050
Helen Jones Foundation		30,000		30,000	30,000
Talkington Foundation		120,000		120,000	
Other					8,000
	<u>\$ 0</u>	<u>\$ 307,225</u>	<u>\$ 0</u>	<u>\$ 307,225</u>	<u>\$ 196,050</u>
<b>FEES AND OTHER REVENUE</b>					
Activity - Seminars/Workshops	\$ 27,747	\$	\$	\$ 27,747	\$ 17,334
Interest Earned	5,391			5,391	6,360
Endowment Income (Loss)		37,931	(98,907)	(60,976)	(9,506)
Other	26,949			26,949	18,462
	<u>\$ 60,087</u>	<u>\$ 37,931</u>	<u>\$ (98,907)</u>	<u>\$ (889)</u>	<u>\$ 32,650</u>
Net Assets Released from Restrictions					
CH Foundation Grant	155,409	(155,409)			
Helen Jones Foundation	30,000	(30,000)			
Talkington Foundation	91,256	(91,256)			
Endowment Fund	37,215	(37,215)			
	<u>\$ 313,880</u>	<u>\$ (313,880)</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Total Support and Revenue	<u>\$ 697,110</u>	<u>\$ 31,276</u>	<u>\$ (98,907)</u>	<u>\$ 629,479</u>	<u>\$ 469,070</u>
<b>EXPENSES</b>					
Program Services	\$ 592,167	\$	\$	\$ 592,167	\$ 541,432
Management and General	14,923			14,923	26,955
Fund Raising	59,582			59,582	57,482
Total Expenses	<u>\$ 666,672</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 666,672</u>	<u>\$ 625,869</u>
CHANGE IN NET ASSETS	\$ 30,438	\$ 31,276	\$ (98,907)	\$ (37,193)	\$ (156,799)
NET ASSETS - BEGINNING OF YEAR	<u>293,481</u>	<u>348,075</u>	<u>810,377</u>	<u>1,451,933</u>	<u>1,608,732</u>
NET ASSETS - END OF YEAR	<u>\$ 323,919</u>	<u>\$ 379,351</u>	<u>\$ 711,470</u>	<u>\$ 1,414,740</u>	<u>\$ 1,451,933</u>

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

VOLUNTEER CENTER OF LUBBOCK, INC.

Exhibit C

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED DECEMBER 31, 2015  
WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2014

	December 31,	
	2015	2014
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in Net Assets	\$ (37,193)	\$ (156,799)
Adjustments to Reconcile Change in Net Assets to Net Cash From Operating Activities		
Depreciation	4,139	5,270
Changes in Operating Assets and Liabilities		
Accounts Receivable - Restricted	(150,000)	53,603
Accounts Receivable - Other		225
Net Investment Activity	60,976	9,506
Accounts Payable and Accrued Expenses	3,099	900
Deferred Revenue	4,904	3,293
	<u>\$ (114,075)</u>	<u>\$ (84,002)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchase of Equipment	\$ (5,397)	\$ (2,180)
Endowment Distributions	37,215	
	<u>\$ 31,818</u>	<u>\$ (2,180)</u>
<b>NET CHANGE IN CASH</b>		
	\$ (82,257)	\$ (86,182)
<b>CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR</b>		
	<u>540,148</u>	<u>626,330</u>
<b>CASH AND CASH EQUIVALENTS - END OF YEAR</b>		
	<u>\$ 457,891</u>	<u>\$ 540,148</u>
<b>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</b>		
Cash Paid During the Year for:		
Interest	\$ <u>0</u>	\$ <u>0</u>
Income Taxes	\$ <u>0</u>	\$ <u>0</u>

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

VOLUNTEER CENTER OF LUBBOCK, INC.

Exhibit D

STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED DECEMBER 31, 2015  
WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2014

	Program Services	Management and General	Fund Raising	December 31.	
				2015	2014
Salaries and Benefits	\$ 296,339	\$ 4,473	\$ 33,741	\$ 334,553	\$ 315,541
Payroll Taxes	24,352	370	1,869	26,591	25,205
<b>Total Salaries and Related Expense</b>	<b>\$ 320,691</b>	<b>\$ 4,843</b>	<b>\$ 35,610</b>	<b>\$ 361,144</b>	<b>\$ 340,746</b>
Supplies	14,891	27	172	15,090	12,398
Volunteer Program Awards	62,929			62,929	59,210
Seminars/Workshops Expense	75,754			75,754	46,245
Telephone	3,483	26	129	3,638	3,566
Postage and Shipping	3,124	14	1,065	4,203	2,711
Occupancy	9,979	151	766	10,896	10,896
Equipment Repairs	771	12	59	842	460
Printing and Publications	10,593	62	312	10,967	11,980
Dues	3,960			3,960	1,910
Conferences and Travel	17,295	117		17,412	13,137
Insurance	3,273	50	251	3,574	3,517
Contract Services		8,969		8,969	8,551
Golf Tournament			17,195	17,195	14,991
United Way Division Expenses	6,294			6,294	4,150
Nonprofit Fellows	6,000			6,000	6,000
Talkington Grant Expenses					60,000
Marketing	30,132	457	2,313	32,902	5,862
Website Expenses	6,822	104	524	7,450	11,300
Agency Partner Support	696			696	
25th Anniversary Expenses	8,191			8,191	
Other	3,208	33	1,186	4,427	2,969
<b>Total Before Depreciation</b>	<b>\$ 588,086</b>	<b>\$ 14,865</b>	<b>\$ 59,582</b>	<b>\$ 662,533</b>	<b>\$ 620,599</b>
Depreciation of Equipment	4,081	58		4,139	5,270
<b>Total Expenses</b>	<b>\$ 592,167</b>	<b>\$ 14,923</b>	<b>\$ 59,582</b>	<b>\$ 666,672</b>	<b>\$ 625,869</b>

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



**VOLUNTEER CENTER OF LUBBOCK, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**1. Summary of Significant Accounting Policies**

**Nature of Activities**

The Volunteer Center of Lubbock, Inc. (the Center) was chartered in March of 1990 for the purpose of identifying and developing resources to meet community needs by linking volunteers with people or groups in need of volunteers and providing management assistance services to other nonprofit organizations. The Center is funded by United Way of Lubbock, Inc., grant income, and fees from workshops.

**Income Taxes**

The Center is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code.

**Basis of Accounting**

The financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

**Fixed Assets and Depreciation**

Expenditures for equipment in excess of \$500 are capitalized. Depreciation is recorded on a straight-line basis at rates of 10% to 20% per year. Office furniture and equipment cost at December 31, 2015, is \$44,146 and accumulated depreciation is \$37,046. Depreciation expense for the year is \$4,139. Donated fixed assets are valued at fair market value at the time they are received.

**Financial Statement Presentation**

The Center 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.

Unrestricted net assets represent revenues and expenses no longer restricted by donors for which the Board of Directors has discretionary control to carry out operations of the Center in accordance with its bylaws.

Temporarily restricted net assets represent resources currently available for use or receivable from donors, but expendable only for those purposes specified by the donors.

Permanently restricted net assets are amounts that are restricted by donors in perpetuity as endowments.

**Contributions**

Contributions received are recorded as temporarily restricted support until any restrictions imposed by donors are met.

**Functional Allocation of Expenses**

The costs of providing programs and activities have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

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**VOLUNTEER CENTER OF LUBBOCK, INC.**  
**NOTES TO FINANCIAL STATEMENTS**

**Comparative Totals**

The financial information for the year ended December 31, 2014, is presented for comparative purposes only and is not intended to be a complete financial statement presentation.

**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 certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Statement of Cash Flows**

For purposes of the statement of cash flows, the Center considers cash in bank and certificates of deposit to be cash equivalents.

**Contributed Services**

Contributed services shall be recognized if the service received (a) creates or enhances nonfinancial assets or (b) requires specialized skills and would typically need to be purchased if not provided by donation. Many volunteers provide services related to the Center's programs and fund raising campaigns throughout the year. These services are not recognized as contributions in the financial statements, because the recognition criteria was not met.

**Uncertain Tax Positions**

The Center has adopted the "uncertain tax positions" provisions of accounting principles generally accepted in the United States of America. The primary tax position of the Center is its filing status as a tax exempt entity. The Center determined that it is more likely than not that its tax positions will be sustained upon examination by the Internal Revenue Service (IRS), or other State taxing authorities. The Center is no longer subject to examinations by federal taxing authorities for years before 2012.

**Fair Value Investments**

Accounting Standards Codification (ASC) 820, Fair Value Measurements and Disclosures, defines fair value as the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. The standard requires that valuation techniques maximize the use of observable inputs and minimize the use of unobservable inputs. The standard also establishes a fair value hierarchy, which prioritizes the valuation inputs into three broad levels. These levels, defined by the valuation techniques are described below:

Level 1 – Inputs include quoted prices in active markets for identical assets.

Level 2 – Inputs include available indirect information, such as quoted prices for similar assets in active markets, or quoted prices for identical or similar assets in markets that are not active.

Level 3 – Inputs are subjective and generally based on the entity's own assumptions on how knowledgeable parties would price assets and are developed using the best information available in the circumstances.

See Note 3 for a detail of Endowment Investments and their fair value.

**VOLUNTEER CENTER OF LUBBOCK, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**2. Accounts Receivable – Restricted**

Accounts receivable – restricted consists of amounts due from the following organization:

CH Foundation	\$	81,625
Helen Jones Foundation		30,000
Talkington Foundation		120,000
	\$	<u>231,625</u>

**3. Investments**

The Helen Jones Endowment for Education consists of long term investments in mutual funds. Values in these Investments and accumulated unrealized gains or losses are shown below:

	<u>Cost</u>	<u>Market</u>	<u>Unrealized Gain (Loss)</u>	<u>Investment Level</u>
Helen Jones Endowment				
Mutual Funds	\$ 766,093	\$ 738,241	\$ (27,852)	1
Cash / Money Accounts	<u>11,160</u>	<u>11,160</u>	<u>0</u>	1
	<u>\$ 777,253</u>	<u>\$ 749,401</u>	<u>\$ (27,852)</u>	

See Note 1 regarding a discussion on fair value investments. Expenses related to management of the funds were \$12,051 for the year ended December 31, 2015.

**4. Endowment Fund**

The Center's endowment includes donor-restricted endowment funds. As required by accounting principles generally accepted in the United States of America (GAAP), net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total Endowment</u>
Balance as of 1/1/2015	\$ 37,215	\$ 810,377	\$ 847,592
Released from Restriction	(37,215)		(37,215)
Investment Income		18,962	18,962
Realized Loss		(42,435)	(42,435)
Unrealized Loss		(25,452)	(25,452)
Approved for Distribution	37,931	(37,931)	
Investment Fees		(12,051)	(12,051)
Balance as of 12/31/2015	<u>\$ 37,931</u>	<u>\$ 711,470</u>	<u>\$ 749,401</u>

**VOLUNTEER CENTER OF LUBBOCK, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**Interpretation of Relevant Law**

The Center's management has interpreted the Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Center classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. In accordance with UPMIFA, the Center considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (1) The duration and preservation of the fund, (2) The purposes of the organization and the donor-restricted endowment fund, (3) General economic conditions, (4) The possible effect of inflation and deflation, and (5) The expected total return from income and the appreciation of investments.

**5. Endowment Investment Objectives and Distribution Policy**

The Volunteer Center of Lubbock, Inc. Helen Devitt Jones Endowment was established in January 2013, with a grant, in trust, from the Helen Devitt Jones Foundation in the amount of \$600,000. An additional \$250,000 was granted in November 2013. As of December 31, 2015, \$749,401 is invested in various restricted investments.

The objective is to preserve real purchasing power by seeking long-term returns that either match or exceed the distribution rate plus inflation. The Trust views the Center's endowment as permanent. The Trust therefore places greater significance on projections of long-term market performance than on short-term market reversals. The general policy diversifies investments within both equity and fixed-income securities to provide a balance that will enhance total return while avoiding undue risk concentration in any single asset class of investment category.

The current policy is to annually distribute five percent of the Helen DeVitt Jones Endowment based on the trailing 36 month average of the endowment's investment portfolio balance, with the expectation that, over time, the total real return (return net of inflation) from investments will exceed the endowment's pay-out rate, thus allowing for real growth of endowment assets. The percentage of distribution is determined by the Board of Trustees and will be reviewed annually for appropriateness in the then-current economic conditions.

The distribution amount is \$37,931 based on the year ended December 31, 2015 value to be used for restricted purposes beginning on January 1, 2016. The Trust is governed by its own Board of Trustees comprised of seven members consisting of the Center's President and Treasurer, two members appointed by the Center, two at-large members, and one member of the Helen Devitt Jones Foundation Board of Directors.

**VOLUNTEER CENTER OF LUBBOCK, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**6. Temporarily Restricted Net Assets**

Temporarily restricted net assets represent resources currently available for use or receivable from donors, but expendable only for grantor-specified purposes or based on time restrictions. At December 31, 2015, temporarily restricted net assets consisted of the following:

	Balance 1/1/15	Proceeds/ Allocation Received	Released From Restrictions	Balance 12/31/15
Helen Jones Foundation	\$ 30,000	\$ 30,000	\$ (30,000)	\$ 30,000
Helen Jones Endowment	37,215	37,931	(37,215)	37,931
CH Foundation - Youth	189,604	157,225	(155,409)	191,420
Talkington Foundation	91,256	120,000	(91,256)	120,000
	<u>\$ 348,075</u>	<u>\$ 345,156</u>	<u>\$ (313,880)</u>	<u>\$ 379,351</u>

**7. Unrestricted Net Assets – Board Designated**

During the year ended December 31, 2014, the Board designated \$17,190 to be spent on marketing funds in 2015. The amount was not spent in 2015 and remains designated to be used in 2016.

**8. Leases**

The Center is leasing photocopying equipment through an operating lease. The terms of the lease call for monthly payments of \$477 over 60 months. Lease expense for the year ended December 31, 2015, totaled \$5,724. The following represents future minimum lease payments:

2016	\$	2,865
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**9. Subsequent Events**

The Center has evaluated subsequent events through March 8, 2016, the date which the financial statements were available to be issued.

**ACCOMPANYING INFORMATION**

VOLUNTEER CENTER OF LUBBOCK, INC.

Schedule I

COMPARISON OF REVENUE AND EXPENSES TO BUDGET  
CURRENT FUNDS - UNRESTRICTED  
FOR THE YEAR ENDED DECEMBER 31, 2015

	<u>Actual</u>	<u>Budget</u>	Variance Favorable (Unfavorable)
<b>REVENUE</b>			
Public Contributions	\$ 39,564	\$ 33,500	\$ 6,064
Fundraising	89,020	88,900	120
United Way	194,559	191,987	2,572
Other Grants	276,665	277,636	(971)
Endowment Distribution	37,215	37,214	1
Seminars/Workshops	27,747	25,500	2,247
Interest Earned	5,391	3,500	1,891
Other	26,949	23,500	3,449
Total Support and Revenue	<u>\$ 697,110</u>	<u>\$ 681,737</u>	<u>\$ 15,373</u>
<b>EXPENSES</b>			
Salaries and Benefits	\$ 334,553	\$ 341,586	\$ 7,033
Payroll Taxes	26,591	27,850	1,259
Supplies	15,090	15,165	75
Volunteer Program Awards	62,929	63,100	171
Seminars/Workshops Expense	75,754	76,300	546
Telephone	3,638	3,800	162
Postage and Shipping	4,203	4,208	5
Occupancy	10,896	10,896	0
Equipment Repairs	842	1,000	158
Printing and Publications	10,967	11,419	452
Dues	3,960	4,000	40
Conferences and Travel	17,412	18,173	761
Insurance	3,574	3,500	(74)
Contract Services	8,969	9,150	181
Golf Tournament	17,195	17,250	55
United Way Division Expenses	6,294	6,300	6
Nonprofit Fellows	6,000	6,000	0
Marketing	32,902	33,040	138
Website Expenses	7,450	10,000	2,550
Agency Partner Support	696	700	4
25th Anniversary Expenses	8,191	8,200	9
Other	4,427	10,100	5,673
	<u>\$ 662,533</u>	<u>\$ 681,737</u>	<u>\$ 19,204</u>
Total Support and Revenue Over Expenses	<u>\$ 34,577</u>	<u>\$ 0</u>	<u>\$ 34,577</u>

**VOLUNTEER CENTER OF LUBBOCK, INC.**

**Schedule II**

**RECONCILIATION OF ACTUAL REVENUE AND EXPENSES  
FOR CURRENT FUNDS - UNRESTRICTED PER EXHIBIT B  
TO ACTUAL REVENUE AND EXPENSES FOR BUDGET PURPOSES  
FOR YEAR ENDED DECEMBER 31, 2015**

**REVENUE**

Total Support and Revenue - Exhibit B - Unrestricted	\$	697,110
Total Revenue - Schedule I	\$	<u>697,110</u>

**EXPENSES**

Expenses - Exhibit B	\$	666,672
Less:		
Depreciation of Equipment		<u>4,139</u>
Total Expenses - Schedule I	\$	<u>662,533</u>