# FOR THE YEAR ENDED SEPTEMBER 30, 2023

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# Hutchinson, Gillahan & Freeh

Operating as a Division of MVA Audit PLLC

Board of Directors Manna on Main Street 606 East Main Street, Suite 1001 Lansdale, PA 19446

We have performed the Single Audit of Manna on Main Street, for the fiscal year ended September 30, 2023, and have enclosed the Single Audit reporting package.

The Single Audit was done to fulfill the requirements of *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements for Federal Awards*, which entailed:

- 1. An audit of the basic financial statements, and our opinion thereon;
- 2. A review of compliance and internal control over financial reporting based on an audit of the financial statements performed in accordance with Governmental Auditing Standards, and our report thereon;
- 3. An examination of the Schedule of Expenditures of Federal Awards, and our report thereon; and,
- 4. An opinion on compliance with requirements applicable to each major program and a review of internal control over compliance in accordance with the Uniform Guidance, and our report thereon.

Respectfully submitted,

Hutchinson, Gillahan & Freeh and MVA Audit PLLC

May 28, 2024

#### REPORT DISTRIBUTION LIST

Manna on Main Street has distributed copies of the Single Audit Act Package to the following:

**Electronic Submission** 

via pdf file

COMMONWEALTH OF PENNSYLVANIA

**BUREAU OF AUDITS** 

RA-BOASINGLEAUDIT@PA.GOV

By Mail: Montgomery County

Department of Health and Human Services
Office of Housing & Community Development

PO Box 311

Norristown, PA 19404-0311

**United Way** 

Emergency Food and Shelter Program

701 North Fairfax Street Alexandria, VA 22314-2064

PA Department of Human Services

Bureau of Program Support
OIM – Division of Office Services
2<sup>nd</sup> FI West, Health and Welfare Bldg.

625 Forster Street Harrisburg, PA 17120



# Hutchinson, Gillahan & Freeh

Operating as a Division of MVA Audit PLLC

May 28, 2024

Board of Directors Manna on Main Street 606 East Main Street, Suite 1001 Lansdale, PA 19446

#### INDEPENDENT AUDITOR'S REPORT

#### **Opinion**

We have audited the accompanying financial statements of Manna on Main Street (a nonprofit organization) which comprise the Statement of Financial Position as of September 30, 2023, and the related Statements of Activities, Functional Expenses and Cash Flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Manna on Main Street as of September 30, 2023, 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.

#### **Basis for Opinion**

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Manna on Main Street, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### Responsibilities of Management 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 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Manna on Main Street's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and Governmental Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and Governmental Auditing Standard, we:

- a) Exercise professional judgment and maintain professional skepticism throughout the audit.
- b) Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on atest basis, evidence regarding the amounts and disclosures in the financial statements.
- c) Obtain an understanding of internal control relevant to the audit 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 Manna on Main Street's internal control. Accordingly, no such opinion is expressed.
- d) Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- e) Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Manna on Main Street's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

#### 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, required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards 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 May 28, 2024 on our consideration of Manna on Main Street's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Manna on Main Street's internal control over financial reporting and compliance.

#### Report on Summarized Comparative Information

We have previously audited Manna on Main Street's 2022 financial statements, and our report dated June 16, 2023, 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 September 30, 2022, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Respectfully submitted,

Hutchinson, Gillahan & Freeh and MVA Audit PLLC

May 28, 2024



### STATEMENT OF FINANCIAL POSITION

September 30, 2023 (With Comparative Totals as of September 30, 2022

	2023	2022
ASSETS		
Current Assets		
Cash and cash equivalents	\$ 3,051,648	\$ 2,275,701
Investments	49,891	-
Accounts receivable	120,959	649,009
Inventory	120,032	142,804
Total current assets	3,342,530	3,067,514
Fixed assets, net of accmulated depreciation	989,228	349,817
Other Assets		
Gift cards on hand	\$ 89,990	\$ 79,441
Prepaid expenses	4,065	
Total other assets	94,055	79,441
Total assets	<u>\$ 4,425,813</u>	\$ 3,496,772
LIABILITIES Current Liabilites		
Accounts payable	\$ 406,412	\$ 66,788
Payroll liabilities	1,248	22,437
Accrued salaries	37,310	41,074
Deferred revenue	1,071,942	629,741
Total current liabilities	1,516,912	760,040
Long Term Liabilities		-
Net Assets		
Without Donor Restrictions		
Board designated	-	-
Undesignated	2,873,901	2,468,016
Total without donor restrictions	2,873,901	2,468,016
With Donor Restrictions	35,000	268,716
Total net assets	\$ 2,908,901	\$ 2,736,732
Total liabilties and net assets	<b>\$ 4,425,813</b>	\$ 3,496,772

#### STATEMENT OF ACTIVITIES

For the Year Ended September 30, 2023 (With Comparative Totals as of September 30, 2022

		Vithout Dono	r Restrictions	٧	ith Donor		2023	٧	Vithout Dono	r Restrictions	,	With Donor		2022
REVENUES	Un	designated	Designated	R	estrictions		Total	Ur	ndesignated	Designated	F	Restrictions		Total
Contributions	\$	1,951,325	\$ -	\$	453,046	\$	2,404,371	\$	2,034,961	\$	- \$	290,683	\$	2,325,644
Government funding		-	-		3,334,891		3,334,891		-		-	5,470,233		5,470,233
Program services, net of expenses		123,284	-		-		123,284		153,377		-	-		153,377
Special events, net of expenses		145,580	-		-		145,580		127,983		-	-		127,983
Contributed non-financial assets		1,525,934	-		-		1,525,934		1,651,668		-	-		1,651,668
Interest income		15,199	-		-		15,199		6,169		-	-		6,169
Miscellaneous		8,138	-		-		8,138		15,486		-	-		15,486
Net assets released from restriction		4,021,653			(4,021,653)		-		5,547,818			(5,547,818)		<u> </u>
Total revenues	_	7,791,113			(233,716)		7,557,397	_	9,537,462			213,098	_	9,750,560
EXPENSES														
Program services -														
Food, financial & education services		6,993,619	-		-		6,993,619		8,904,589		-	-		8,904,589
Administrative		192,860	-		-		192,860		191,867		-	-		191,867
Fundraising		212,627					212,627		283,395			-		283,395
Total expenses		7,399,106	-		-		7,399,106	_	9,379,851		<u>-</u>	-	_	9,379,851
OTHER REVENUES (EXPENSES)														
Gain (loss) on sale of fixed assets							-		-			=		-
Total other revenues (expenses)		<u>-</u>				_	<u>-</u>	_						<u>-</u>
Net surplus (deficit)	\$	392,007	\$ -	\$	(233,716)	\$	158,291	\$	157,611	\$	- \$	213,098	\$	370,709
Net assets, beginning		2,468,016	-		268,716		2,736,732		2,310,405		-	55,618		2,366,023
Prior period adjustment		13,878					13,878				<u>-</u> _			
Net assets, ending	\$	2,873,901	\$ -	\$	35,000	\$	2,908,901	\$	2,468,016	\$	- \$	268,716	\$	2,736,732

#### STATEMENT OF FUNCTIONAL EXPENSES

For the Year Ended September 30, 2023 (With Comparative Totals as of September 30, 2022

	(F	Program Service ood, Financial & Education Services)	Administrativ	e Fu	undraising		2023 Total	(F	Program Service ood, Financial & Education Services)	Administrative	Fι	undraising	2022 Total
Payroll	\$	1,305,776	\$ 103,733	\$	130,184	\$	1,539,693	\$	1,178,937	\$ 105,086	\$	147,330	\$ 1,431,353
Payroll taxes		110,195	8,754	ļ	10,986		129,935		70,908	23,344		27,891	122,143
Employee benefits		177,620	36,960	)	7,816		222,396		149,237	27,089		13,452	189,778
Client assistance		4,855,479		-	-		4,855,479		7,036,589	-		-	7,036,589
Depreciation		54,692	3,907	,	3,907		62,506		49,208	3,355		3,355	55,918
Dues & fees		43,607	3,115	5	3,115		49,837		23,481	1,661		12,663	37,805
Fundraising		-		-	13,597		13,597		-	-		40,543	40,543
Insurance		47,729	3,409	)	3,409		54,547		49,146	3,352		3,352	55,850
Grant expenses		68,204	4,872	<u>-</u>	4,872		77,948		31,456	-		-	31,456
Supplies		19,999	1,429	)	1,429		22,857		-	-		-	-
Miscellaneous expense		22,413	683	3	683		23,779		22,001	-		-	22,001
Newsletter costs		-		-	11,170		11,170		-	-		10,010	10,010
Occupancy expenses		85,993	6,142	<u>-</u>	6,142		98,277		77,896	5,311		5,311	88,518
Office expense		19,859	1,419	)	1,419		22,697		32,424	2,210		2,210	36,844
Staffing expenses		-		-	-		-		10,010	-		639	10,649
Promotion & marketing		4,336		-	4,336		8,672		-	-		5,406	5,406
Postage		-		-	3,766		3,766		1,871	-		1,647	3,518
Professional services		2,405	12,64		-		15,046		27,694	12,641		1,768	42,103
Software contracts and techical support		30,244	2,160	)	2,160		34,564		31,970	2,180		2,180	36,330
Rent		54,651		-	-		54,651		42,956	2,929		2,929	48,814
Repairs and maintenance		46,430	3,317	,	3,317		53,064		34,931	2,382		2,382	39,695
Interest expense		1,114		-	-		1,114		-	-		-	-
Telephone		4,464	319	)	319		5,102		4,790	327		327	5,444
Client training program		32,720		-	-		32,720		26,299	-		-	26,299
Strategic partnerships		5,689		<u> </u>	<u>-</u>	_	5,689	_	2,785			<u>-</u>	2,785
Total functional expenses	\$	6,993,619	\$ 192,860	\$	212,627	\$	7,399,106	\$	8,904,589	\$ 191,867	\$	283,395	\$ 9,379,851

### STATEMENT OF CASH FLOWS

For the Year Ended September 30, 2023 (With Comparative Totals as of September 30, 2022

	2023	2022
NET CASH FLOWS FROM OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 158,291 \$	370,709
Adjustment to reconcile change in net assets to change		
in net cash from operating activities:		
Non cash expense - depreciation	62,506	55,918
Decrease (increase) in accounts receivable	528,050	(546,044)
Decrease (increase) in inventory	22,772	(5,346)
Decrease (increase) in gift cards on hand	(10,549)	(21,165)
Decrease (increase) in prepaid expenses	(4,065)	2,139
Increase (decrease) in accounts payable	339,624	(10,947)
Increase (decrease) in payroll liabilities	(21,189)	9,902
Increase (decrease) in accrued salaries	(3,764)	14,039
Increase (decrease) in deferred revenue	442,201	(331,012)
Prior Period Adjustment	13,878	-
Net cash flows from operating activities	\$ 1,527,755 \$	(461,807)
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of equipment and furnishings	(701,917)	(153,462)
Loss on disposal of fixed assets	-	-
Funds invested	(49,891)	-
Net cash used by investing activities	 (751,808)	(153,462)
CASH FLOWS FROM FINANCING ACTIVITIES		
Forgiveness of debt (PPP Loan)	 <del>-</del> -	<u>-</u>
Net cash used by financing activities	 <u> </u>	<u>-</u>
Net increase (decrease) in cash	775,947	(615,269)
Beginning cash balance	 2,275,701	2,890,970
Ending cash balance	\$ 3,051,648 \$	2,275,701

#### NOTES TO THE FINANCIAL STATEMENTS

For the Years Ended September 30, 2023 and 2022

#### Note 1 - Nature of Operations

Manna on Main Street serves individuals and families experiencing food insecurity in the North Penn region of Montgomery County, Pennsylvania by providing food, fulfilling social service and education needs, and conducting community outreach.

Manna's Kitchen (soup kitchen) provides to-go meals seven days a week and hot meals four days a week and is open to anyone who is in need of a meal. Manna's Market (food pantry) serves food insecure seniors, individuals and families living in the North Penn region, and is open each weekday. Emergency financial aid is provided to qualified individuals living in the North Penn region facing an unexpected financial difficulty. Counseling, referrals for services not provided by Manna, and education opportunities are offered to help lift individuals up beyond poverty to self-sustaining opportunities.

In response to the COVID-19 pandemic, Manna adjusted food distribution to safely serve any individual or household that needed food whether living within or outside of the North Penn region. Emergency food is available seven days a week with to-go meals provided daily, hot meals provided four days a week and groceries through Manna's Market available five days a week.

#### Note 2 – Summary of Significant Accounting Policies

#### 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.

#### Financial Statement Presentation

The financial statements have been prepared in accordance with Statements on Financial Accounting Standards which establish accounting standards for contributions received. Generally, the Standards prescribe that all contributions received are recognized as revenue, at their fair values, and in the period received.

In 2016, FASB issued ASU 2016-14, Not for Profit Entities (Topic 958) – Presentation of Financial Statements of Not-for-Profit entities. The standard addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of resources, and the lack of consistency in the type of information provided about expenses and investment return. Manna on Main Street has presented these statements accordingly.

The Organization is required to report information regarding its financial position and activities based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Organization and changes therein are classified as follows:

<u>Net assets without donor restrictions</u> - Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. The Organization's board may designate assets without restrictions for specific operational purposes from time to time. As of September 30, 2023, no board restricted funds were in place.

<u>Net assets with donor restrictions</u> - Net assets subject to stipulations imposed by donors, grantors and other external sources. Some restrictions are temporary in nature; those restrictions will be met by actions of the Non-Profit Organization or by the passage of time. Other restrictions are perpetual in nature, whereby the donor or law or regulation has stipulated the funds be maintained in perpetuity.

#### NOTES TO THE FINANCIAL STATEMENTS

For the Years Ended September 30, 2023 and 2022

#### Cash

Cash includes cash and cash equivalents on deposit with financial institutions as well as on hand.

#### Fixed Assets

All acquisitions of property and equipment in excess of \$2,500 are capitalized. Purchased equipment is stated at cost and depreciated on the straight line and declining balance methods over the estimated useful lives of the assets. When assets are retired or otherwise disposed of, the cost and related depreciation are removed from the books and any resulting gain or loss is reflected in income for the period. The cost of maintenance and repairs is charged to income as incurred and costs of significant replacements and improvements are capitalized and depreciated over the following estimated useful lives.

Classification	Years
Office equipment	5-10
Kitchen equipment	7-10
Leasehold improvements	20
Automobile	5
Buildings	40

#### **Income Taxes**

The Organization is exempt from federal income taxes under section 501(c)(3) of the Internal Revenue code and therefore has made no provision for federal income taxes in the accompanying financial statements. In addition, the Organization has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509 (a) of the Internal Revenue code. There was no unrelated business taxable income for the year ended September 30, 2023 or any of the open years (FYE September 30, 2020, 2021 and 2022). The Organization has reviewed the tax positions for each of the open tax years and has concluded that there are no uncertain tax positions that would require recognition in the financial statements.

#### **Prior Year Information**

The financial statements include certain prior year summarized comparative information in total but not consistently by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the organization's financial statements for the year ended September 30, 2022 from which the summarized information was derived.

#### Use of 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 in the financial statements. Actual results could differ from those estimates.

Significant estimates used in preparing these financial statements included the following:

Depreciation expense for the year ended September 30, 2023 and 2022 was \$62,506 and \$55,918.

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the Years Ended September 30, 2023 and 2022

In-Kind Contributions – Management's estimates of the value of the in-kind contributions for food received and disbursed is based on a detailed calculation of the pounds of food provided to clients and other local food pantries. This is assigned a value based on published per pound food values as determined for the organization's service area.

#### **Contributions**

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions depending on the existence and/or nature of any donor restrictions.

Donor-restricted support is reported as an increase in net assets with donor restrictions depending on the nature of the restriction. When a restriction expires, that is, when a stipulated time restriction ends or a purpose restriction is accomplished, donor restricted net assets are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

#### Functional Expense Allocation

Expenses are charged to program services, administrative and fundraising based on the direct function of the expenditures or an allocation.

#### Recent Accounting Guidance

In February 2016, the FASB issued ASU 2016-02, *Leases (Topic 842)*, which sets out the principles for the recognition, measurement, presentation, and disclosure of leases for both parties to a contract (i.e., lessees and lessors). The new standard requires lessees to apply a dual approach, classifying leases as either finance or operating leases based on the principle of whether or not the lease is effectively a financed purchase by the lessee. This classification will determine whether lease expense is recognized based on an effective interest method or on a straight-line basis over the term of the lease, respectively. A lessee is also required to record a right-of-use asset and a lease liability for all leases with a term greater than 12 months regardless of their classification. Leases with a term of 12 months or less will be accounted for similar to existing guidance for operating leases today. The new standard requires lessors to account for leases using an approach that is substantially equivalent to existing guidance for sales-type leases, direct financing leases, and operating leases. ASU 2016-02 became effective for the Organization for the fiscal year beginning October 1, 2022.

#### Lease Assets

Financing lease assets that are determined to be material to the financial statements are reported within the major class of the underlying asset and are valued based on the present value of the future minimum lease payments. Amortization is based on the contract term of the lease and/or estimated replacement of the assets. There were no financing lease assets for the years ended September 30, 2023 and 2022.

The Organization has evaluated their lease obligations and any leases that have been determined to be material to the financial statements as a whole and have lease terms in excess of 12 months have been recorded in accordance with FASB ASU 2016-02 – *Leases (Topic 842)*.

For the year ended September 30, 2023 there were no leases that met the criteria to be recorded.

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the Years Ended September 30, 2023 and 2022

In September 2020, the FASB issued ASU 2020-07 Presentation and Disclosure by Not-for-Profit Entities for Contributed Nonfinancial Assets (Topic 958). These standards change the presentation and disclosure requirements of contributed nonfinancial assets. The term nonfinancial asset includes fixed assets, use of fixed assets or utilities, materials and supplies, intangible assets, services, and unconditional promises of those assets. The standard requires that contributed nonfinancial assets be represented as a separate line item in the statement of activities and additional disclosures be presented. This standard is effective for years beginning after June 15, 2022 and has been implemented by the Organization.

#### Revenue Recognition

Manna on Main Street follows FASB accounting pronouncement, Revenue from Contracts with Customers, which is a comprehensive revenue recognition standard. The core principle of the guidance is that an entity should recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services.

#### **Contributions of Services**

Volunteer have made a significant contribution of time to the Organization. The value of the time contributed by these volunteers is not reflected in the financial statements since it is not susceptible to objective measurement or valuation.

#### Note 3 – Cash and Cash Equivalents

Cash and Cash Equivalents are presented in the financial statements to represent the aggregate of cash funds on hand, as well as time and demand deposits held at financial institutions.

At September 30, 2023 and 2022, cash and cash equivalents consist of:

			2023				
		Without Dono	r Restrictions Board Designated		th Donor strictions		Total
Cash in banks	\$	3,005,309	\$ -	\$	35,000	\$	3,040,309
Cash equivalents in investment account		2	-		-		2
Cash on hand		11,337					11,337
Total cash per financial statements	<u>\$</u>	3,016,648	<u> </u>	\$	35,000	\$	3,051,648
			2022			_	
	\	Without Dono	r Restrictions	_			
	Uı	ndesignated	Board Designated		th Donor strictions		Total
Cash in Banks	\$	1,998,776	\$ -	\$	268,716	\$	2,267,492
Cash on Hand		8,209					8,209
Total cash per financial statements	<u>\$</u>	2,006,985	<u>* -</u>	\$	268,716	\$	2,275,701

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the Years Ended September 30, 2023 and 2022

2023

All funds listed above are on deposit with federally insured institutions. At times throughout the year the Harleysville Bank checking account exceeded the \$250,000 insured limit. As of September 30, 2023, and 2022 the bank account balances exceeded the insured limit by \$2,790,309 and \$2,017,492, respectively.

All highly liquid investments with a maturity of less than three months, when purchased, are considered cash equivalents.

#### Note 4 - Investments

Cost and market values of the investments are segregated by net asset category as follows:

	Cost	Fair Market Value	Carrying Value
Without donor restrictions:			
Undesignated	\$ 50,00	00 \$ 49,89	91 \$ 49,891
Board designated		-	-
With Donor Restrictions	<del></del>	<del>-</del>	<del>-</del>
Total	<u>\$ 50,00</u>	00 \$ 49,8	<u>91</u> \$ 49,891
	Cost	2022 Fair Market Value	Carrying Value
Without donor restrictions:			
Undesignated Board designated	\$	- \$	- \$ -
With Donor Restrictions		-	
Total	\$	- \$	- \$ -
	·		<u> </u>

Investments are comprised of the following:

				2023	
		Cost		r Market Value	Carrying Value
ertificates of deposit	\$	50,000	\$	49,891	\$ 49,891
Total	\$	50,000	\$	49,891	\$ 49,891
				2022	
		Cost	Fai	2022 ir Market Value	Carrying Value
ertificates of deposit	<del></del> -	Cost -	Fai		\$ Carrying Value

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the Years Ended September 30, 2023 and 2022

The following schedule summarizes the investment return and its classification in the Statement of Support, Revenue and Expense:

		Septemb	per 30, 2023		
	Without Don	or Restrictions	With Donor		
	Undesignated	Designated	Restrictions	Total	
Interest	580		<u> </u>	· <u> </u>	580
TOTAL	\$ 580	\$	- \$ -	\$	580

		September 30, 2022									
	Without Donor Res	strictions	With Donor								
	Undesignated	Designated	Restrictions	Total							
Interest	<u>-</u>										
TOTAL	<u>\$ -</u> \$		<u> </u>	\$ -							

The certificates bear interest at rates ranging from 4.7% to 5.2% with maturities from November 2023 to May 2024.

Manna placed its certificates of deposit with a different federally insured financial institution than the cash deposits. The certificates of deposit do not exceed the FDIC insured limits.

#### Note 5 - Fair Value Measurements

Fair values of Non-Current Investments measured on a recurring basis at September 30, 2023 and 2022 are as follows:

				Fair Value I t Septembe			
	Fa	ir Value	Activ	ed Prices in ve Markets Identical Assets Level 1)	Signit Other Ob Inp		Significant Observable Inputs (Level 3)
Certificates of deposit	\$	49,891	\$	49,891	\$		\$ -
Totals	<u>\$</u>	49,891	\$	49,891	\$	<u>-</u>	<u> </u>

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the Years Ended September 30, 2023 and 2022

			Measurements r 30, 2022 Using	
	-	Quoted Prices in		
	Fair Value	Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Observable Inputs (Level 3)
Certificates of deposit	\$ -	\$ -	\$ -	\$ -
Totals	\$ -	\$ -	\$ -	\$ -

Fair values for Non-current investments are determined by reference to quoted market prices and other relevant information generated by market transactions, as noted in Level 1. Level 2 inputs are inputs other than quoted prices included within Level 1 that are observable for the asset. Level 3 inputs are unobservable inputs used to measure fair value to the extent that observable inputs are not available.

#### Note 6 - Availability and Liquidity of Financial Assets

The following reflects Manna on Main Street's financial assets as of the date of these financial statements, reduced by amounts not available for general use because of contractual or donor-imposed restriction as well as board designation within one year of the financial statement date.

		2023		2022
Cash and cash equivalents	\$	3,051,648	\$	2,275,701
Investments	_	49,891		
Financial assets at year end		3,101,539		2,275,701
Less those unavailable for general expenditures within one year, due to:  Contractual or donor-imposed restrictions		(35,000)		(268,716)
Board designation				<u>-</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$</u>	3,066,539	<u>\$</u>	2,006,985

#### Note 7 - Inventory

A physical inventory was taken at year end and the value was determined based on weight and an average published price for September 30, 2023 and 2022 of \$1.92 per pound each year.

#### NOTES TO THE FINANCIAL STATEMENTS

For the Years Ended September 30, 2023 and 2022

#### **Note 8 - Fixed Assets**

A summary of fixed assets as of September 30, 2023 and 2022, consists of the following:

	 2023	 2022
Office equipment	\$ 28,862	\$ 28,862
Kitchen and other equipment	242,736	224,660
Buildings	586,424	-
Land	19,429	-
Construction in progress	42,630	-
Leasehold improvements	82,314	78,220
Automobile	 203,389	 172,125
	1,205,784	503,867
Less: accumulated depreciation	 (216,556)	 (154,050)
Total	\$ 989,228	\$ 349,817

#### Note 9 -Net Assets with Donor Restrictions

The following donor restricted net assets existed at September 30, 2023 and 2022:

	 2023	2022
Unexpended Donor Restricted Funds:		
VNA Grants	\$ -	\$ 15,000
HealthSpark	-	2,458
Renovations for Developing Manna's Online Market Hub	10,000	-
Connelly Foundation Grant for FYE 2024 expenses	25,000	-
10 Year Campaign Funds	 	 251,258
Total	\$ 35,000	\$ 268,716

#### Note 10 - Contributed Non-Financial Assets - Donated Food

Donations of food and other items valued at approximately \$1,525,934 and \$1,651,668 have been recorded in the statement of activities under contributions for the year ended September 30, 2023 and 2022, respectively.

The value of food donations is determined through the use of calculated estimates. The average weight of groceries distributed from the food pantry per household was from the SmartChoice database system used to track household shopping in the Market.

Records are maintained every day of the number of households fed. Each household distribution is valued using the average per household weight multiplied by a publicly published per pound price of \$1.92 and \$1.74 for the 2022-23 and 2021-22 fiscal years, respectively.

#### NOTES TO THE FINANCIAL STATEMENTS

For the Years Ended September 30, 2023 and 2022

#### Note 11 - Employee Benefit Plan

Manna maintains a 403(b) plan for its employees. Employees may contribute a percentage of their salary subject to Internal Revenue Service limits.

#### Note 12 - Service Contract

Manna entered into a 3-year waste removal contract with Waste Management on July 19, 2022. The contract commenced on August 1, 2022 and the term is 3 years. The payments are \$803.72 per month for the first year with a 3% increase for each following year until the contract expires on July 31, 2024.

Future service contract payments on waste removal at September 30, 2023 are as follows:

	Fiscal Year Ended	Amount
	2024	\$ 8,527
Total		\$ 8,527

#### Note 13 - Line of Credit

On February 27, 2020, Manna opened a Line-of-Credit with Harleysville Bank in the amount of \$50,000, which is renewed annually for a one-year period beginning each February 27<sup>th</sup>. The Line-of-Credit has a variable interest rate based on the highest prime rate published in the Wall Street Journal plus 1%. Accrued interest on the principal balance is due monthly and the outstanding principal plus any accrued interest is due at the end of each one-year renewal period. As of September 30, 2023, there was no outstanding balance on the line-of-credit.

#### Note 14 - Food Service Agreement

On August 1, 2023, Manna on Main Street (Vendor) and The Senior Adult Activities Center of Montgomery County (Montco SAAC) entered into a food service agreement. This agreement provides that the Vendor will serve an agreed upon number of congregate and Home Delivered meals for Montco SAAC at the unit cost of \$4.90 per meal. The Vendor will also prepare and deliver Blizzard Boxes as needed at an agreed upon cost. The term of the agreement will be from August 1, 2023 until June 30, 2024. Continuation of the contract and updated rates for subsequent time periods will be discussed in early 2024. If no update occurs the agreement will continue on a month-by-month basis until the Vendor and Montco SAAC update the agreement. The termination of the contract for cause will have a 60-day written notice and a mandatory conflict resolution process prior to invoking termination.

#### Note 15 - Concentration of Credit Risk

The organization maintains several bank accounts at commercial banks. Accounts at an institution are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. The balances in Harleysville Bank exceeded the FDIC coverage as detailed in Note 3 to these financial statements.

#### NOTES TO THE FINANCIAL STATEMENTS

For the Years Ended September 30, 2023 and 2022

#### Note 16 - Joint Venture

Manna remains a party to a joint venture agreement to operate a co-located, collaborative community facility called the North Penn Commons (NPC). The parties to the agreement (collectively called the NPC Partners) are Advanced Living Management & Development, a Pennsylvania nonprofit corporation located at 1292 Allentown Road, Lansdale, PA 19445; Manna On Main Street, a Pennsylvania nonprofit corporation located at 606 East Main Street, Suite 1001, Lansdale, PA 19446, the North Penn YMCA, a Pennsylvania nonprofit corporation with corporate offices located at 2506 N. Broad Street, Suite 208, Colmar, PA 18915 and the PEAK Center, a Pennsylvania nonprofit corporation located at 606 East Main Street, Suite 1003, Lansdale, PA 19446.

As part of the joint venture, the NPC Partners entered into a fundraising agreement in which the partners worked with an independent consulting firm to develop and conduct a joint fundraising strategy for a \$6 million capital campaign. The campaign was officially brought to a close on Monday, May 14, 2018.

Co-location of the NPC Partners occurred on October 6, 2016. In the seven years since then, the Partners have put into practice collaborative programs and an operational structure designed before they moved into the shared campus. Campus wide activities and operations are coordinated by the CEO Council and governed by the Condominium Association. Common areas including the lobby, parking lot and plaza are covered by common area maintenance (CAM) fees assessed on each NPC Partner and collected and managed by the Condominium Association.

#### Note 17 - Special Events

During the current fiscal year, the Organization held several special events. In fiscal years ended 2023 and 2022, the support received, and expenses paid for these events were as follows:

		2023	 2022
Support	\$	161,850	\$ 137,288
Expenses		(16,270)	 (9,305)
Net support	<u>\$</u>	145,580	\$ 127,983

#### Note 18 – Major Grant

Beginning in September 2020 and continuing through September 2023, Manna on Main Street signed Subrecipient Grant Agreements with Montgomery County, PA to receive funds under the Your Way Home Emergency Rent & Utility Coalition (ERUC-CV) program. The grant funds must be used to pay or reimburse necessary expenditures for rent and utility expenditures incurred due to the COVID-19 emergency. As a result of this grant, the Organization experienced an increase in Government Funding and corresponding program service expenses in the 2021-22 fiscal year which subsequently decreased in the 2022-23 fiscal year.

#### NOTES TO THE FINANCIAL STATEMENTS

For the Years Ended September 30, 2023 and 2022

#### Note 19 - New Building

In 2023, Manna on Main Street acquired a location to develop an online ordering and delivery center as part of its three-year strategic plan (2023-2025) and its <a href="10-year Campaign: A North Penn Where No One Is Hungry">10-year Campaign: A North Penn Where No One Is Hungry</a>. Support for the project came from two large individual donations given to support the 10-year Campaign and a \$250,000 state grant secured in February, 2023. The new Online Market Hub, will be an innovative \$1 million project that will dramatically expand Manna's ability to increase fulfillment of online orders of groceries, scale our delivery of groceries directly to homes in the greater North Penn region, and increase in-person grocery shopping hours at Manna's Market in North Penn Commons. This will allow Manna to be immediately responsive to people's food needs and make the North Penn region the only place in Montgomery County with this kind of a sophisticated, inclusive, dignified emergency food system. As of September 30, 2023, the project was under construction and not yet placed into service.

#### Note 20 - Subsequent Events

Management has evaluated events through the date the financial statements were available to be issued which was May 28, 2024.



### **SCHEDLE OF EXPENDITURES OF FEDERAL AWARDS**

# For the Year Ended September 30, 2023

Federal Grantor/Program or Cluster Title	Federal CFDA Number	Pass-through Grantor's Number	Grant Period		rogram or Award Amount		Total eceived for the Year	D R	ccrued) or deferred devenue 6/30/22	Accrued or (Deferred) Revenue 6/30/23	R	Revenue lecognized	E>	Federal openditures(\$)	Pas Through	ounts sed n to Sub- nients
U.S. Department of the Treasury  Passed through Montgomery County, PA  Emergency Rental Assistance Program  Emergency Rental Assistance Program  Total U.S. Department of the Treasury	21.023 21.023	ERAP 1 18 ERA 2	1/1/21-9/30/22 1/1/21-9/30/25	•	5,932,464 6,064,289	\$ <b>\$</b>	(401,273) 4,557,781 <b>4,156,508</b>	\$ 	622,401 (423,682) 198,719	\$ - (1,071,942) <b>\$ (1,071,942)</b>	\$ <b>\$</b>	221,128 3,062,157 <b>3,283,285</b>	_	221,128 3,062,157 <b>3,283,285</b>		- 
U.S. Department of Agriculture Passed through PA Department of Human Services Supplemental Nutrition and Assistance Program (SNAP) Total U.S. Department of Agriculture	10.561	721158	2022-2023	\$	51,606	\$	51,606 <b>51,606</b>	\$	<u>-</u>	<u>\$</u>	\$	51,606 <b>51,606</b>		51,606 51,606	\$	<u>-</u>
Total federal awards						\$	4,208,114	\$	198,719	\$ (1,071,942)	\$	3,334,891	\$	3,334,891	\$	

NOTES TO THE SCHEULE OF FEDERAL, STATE AND CITY AWARDS

For the Year Ended September 30, 2023

#### Note 1 - Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards presents the activities in all the federal financial assistance programs of Manna on Main Street for the year ended September 30, 2023. The information in the Schedule is presented in accordance with the requirements of the *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Manna on Main Street, it is not intended to and does not present the financial position, changes in nets assets, or cash flows of Manna on Main Street.

#### Note 2 - Significant Accounting Policies

The accompanying Schedule of Expenditures of Federal awards is presented using the accrual basis of accounting for all awards. The amounts reported in this schedule as expenditures may differ from certain financial reports submitted to federal funding agencies due to those reports being submitted using a different basis of accounting.

Federal awards expenditures are reported on the Statement of Activities as part of the expenses of each program. In certain programs, the expenditures reported in the basic financial statements may differ from the expenditures reported in the Schedule of Federal Awards due to program expenditures exceeding grant or contract budget limitations which are not included as Federal Awards.

#### Note 3 - Organization and Scope

The organization recognized 44.1% of its total revenue in federal awards.

#### **Note 4 - Indirect Costs**

Manna on Main Street did not elect to use the 10% de minimis indirect cost rate.



# Hutchinson, Gillahan & Freeh

Operating as a Division of MVA Audit PLLC



Board of Directors Manna on Main Street 606 East Main Street, Suite 1001 Lansdale, PA 19446

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

We have audited, in accordance with the 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, the financial statements of Manna on Main Street, as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise Manna on Main Street's basic financial statements and have issued our report thereon dated May 28, 2024.

#### INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit of the financial statements, we considered Manna on Main Street's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Manna on Main Street's internal control. Accordingly, we do not express an opinion on the effectiveness of the Manna on Main Street's internal control.

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 entity's financial statements will not be prevented or detected and corrected on a timely basis. 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.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section 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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

#### **COMPLIANCE AND OTHER MATTERS**

As part of obtaining reasonable assurance about whether Manna on Main Street's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

#### **PURPOSE OF THIS REPORT**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Hutchinson, Gillahan & Freeh and MVA Audit PLLC

May 28, 2024



# Hutchinson, Gillahan & Freeh

Operating as a Division of MVA Audit PLLC

May 28, 2024

Board of Directors of Manna on Main Street 606 East Main Street, Suite 1001 Lansdale, PA 19446



#### REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM

We have audited Manna on Main Street's compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of Manna on Main Street's major federal programs for the year ended September 30, 2023. Manna on Main Street's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

#### **MANAGEMENT'S RESPONSIBILITY**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

#### **AUDITOR'S RESPONSIBILITY**

Our responsibility is to express an opinion on compliance for each of Manna on Main Street's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Manna on Main Street's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Manna on Main Street's compliance.

#### **OPINION ON EACH MAJOR FEDERAL PROGRAM**

In our opinion, Manna on Main Street complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2023.

#### REPORT ON INTERNAL CONTROL OVER COMPLIANCE

The management of Manna on Main Street is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Manna on Main Street's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control and over compliance. Accordingly, we do not express an opinion on the effectiveness of Manna on Main Street's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,

Hutchinson, Gillahan & Freeh and MVA Audit PLLC

May 28, 2024

# SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended September 30, 2023

	Section I – Summa	ry of Auditor's R	esults	
FIN	IANCIAL STATEMENTS			
	Type of auditor's report issued:			Unmodified
	<ul> <li>Internal control over financial reporting:</li> <li>Material Weakness(es) Identified?</li> <li>Significant deficiencies identified that are</li> </ul>	not considered	gyes	
	material weakness?		yes	⊠ no
	Noncompliance material to financial statemer	nts noted?	☐ yes	⊠ no
<u>FE</u>	DERAL AWARDS			
	Internal control over major programs:			
	Material Weakness(es) Identified?		☐ yes	⊠ no
	Significant deficiencies identified that are material weakness?	not considered	☐ yes	⊠ no
	Type of auditor's report issued on compliance for programs:	r major		Unmodified
	Any audit findings disclosed that are required in accordance with section 2 CFR Section 20 Uniform Guidance?		☐ yes	⊠ no
	Identification of major program:			
	CFDA Number(s)	Name of Fo	ederal Prog	gram or Cluster
	21-023	Emergency	Rental Ass	istance Program
	Percentage of programs tested to total awards			98.5%
	Dollar threshold used to distinguish between B program:	type A and type	\$	750,000
	Auditee qualified as low-risk auditee?		□ves	⊠no

SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONT'D)

	For the Year Ended September 30, 202
	Section II - Findings - Financial Statement Audit
None	
Section III - Fir	dings and Questioned Costs - Major Federal Awards Program

# **CORRECTIVE ACTION PLAN**

CORRECTIVE ACTION PLAN	
LURRELIIVE ALIIUN PI AN	1
ONNESTIVE ACTION LAN	

No Corrective Action Plan Necessary