

Second Harvest Northern Lakes Food Bank

Financial and Compliance Report
December 31, 2018

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RSM US LLP

Independent Auditor's Report

To the Board of Directors
Second Harvest Northern Lakes Food Bank

Report on the Financial Statements

We have audited the accompanying financial statements of Second Harvest Northern Lakes Food Bank, which comprise the statements of financial position as of December 31, 2018 and 2017, and the related statements of activities, changes in net assets, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Second Harvest Northern Lakes Food Bank as of December 31, 2018 and 2017, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1 to the financial statements, in 2018 the entity adopted new accounting guidance Accounting Standards Update No. 2016-14, *Presentation of Financial Statements of Not-for-Profit Entities (Topic 958)*. Our opinion is not modified with respect to this matter.

Other Matters*Other Information*

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The Schedule of Expenditures of Federal Awards, as required by the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*, 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. Such information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated May 6, 2019, on our consideration of Second Harvest Northern Lakes Food Bank'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 solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Second Harvest Northern Lakes Food Bank's internal control over financial reporting and compliance.

RSM US LLP

Duluth, Minnesota
May 6, 2019

Second Harvest Northern Lakes Food Bank

**Statements of Financial Position
December 31, 2018 and 2017**

	2018	2017
Assets		
Current assets:		
Cash and cash equivalents	\$ 1,077,509	\$ 974,934
Investments (Note 3)	2,123,942	1,997,620
Accounts receivable	79,696	79,365
Contributions receivable	21,585	75,802
Inventory:		
Purchased	115,893	95,712
Donated food	693,744	626,118
Prepaid expenses	2,901	6,161
Total current assets	4,115,270	3,855,712
Property and equipment (Note 4)	3,566,940	3,479,115
Less accumulated depreciation	1,572,701	1,452,891
	1,994,239	2,026,224
Other assets, beneficial interest in assets held by others (Note 7)	301,317	327,849
Total assets	\$ 6,410,826	\$ 6,209,785
Liabilities and Net Assets		
Current liabilities:		
Accounts payable	\$ 38,064	\$ 68,892
Accrued expenses	65,719	55,846
Total current liabilities	103,783	124,738
Net assets:		
Without donor restrictions	6,051,531	5,829,835
With donor restrictions (Note 8)	255,512	255,212
Total net assets	6,307,043	6,085,047
Total liabilities and net assets	\$ 6,410,826	\$ 6,209,785

See notes to financial statements.

Second Harvest Northern Lakes Food Bank

Statements of Activities

Years Ended December 31, 2018 and 2017

	2018		
	Without Donor Restrictions	With Donor Restrictions	Total
Public support and revenue:			
Public support:			
Contributions in-kind (Note 6)	\$ 8,825,048	\$ -	\$ 8,825,048
Contributions	1,621,175	-	1,621,175
Total public support	10,446,223	-	10,446,223
Revenues:			
Memberships	3,800	-	3,800
Special events (net of fundraising costs of \$12,047 in 2018 and \$10,256 in 2017)	86,715	-	86,715
Food/shared maintenance	968,112	-	968,112
Investment income	91,205	-	91,205
Change in beneficial interest in assets held by others (Note 7)	(26,832)	300	(26,532)
Net (loss) gain on investments	(160,508)	-	(160,508)
Total revenues	962,492	300	962,792
Total public support and revenue	11,408,715	300	11,409,015
Expenses:			
Program expenses	10,794,381	-	10,794,381
Fundraising	235,475	-	235,475
Management and general	157,163	-	157,163
Total expenses	11,187,019	-	11,187,019
Increase in net assets	221,696	300	221,996
Net assets, beginning of year	5,829,835	255,212	6,085,047
Net assets, end of year	\$ 6,051,531	\$ 255,512	\$ 6,307,043

See notes to financial statements.

2017

Without Donor Restrictions	With Donor Restrictions	Total
\$ 8,522,634	\$ -	\$ 8,522,634
1,999,713	-	1,999,713
<u>10,522,347</u>	<u>-</u>	<u>10,522,347</u>
3,750	-	3,750
96,651	-	96,651
891,281	-	891,281
70,194	-	70,194
39,667	53,950	93,617
124,551	-	124,551
<u>1,226,094</u>	<u>53,950</u>	<u>1,280,044</u>
<u>11,748,441</u>	<u>53,950</u>	<u>11,802,391</u>
10,489,725	-	10,489,725
269,523	-	269,523
154,311	-	154,311
<u>10,913,559</u>	<u>-</u>	<u>10,913,559</u>
834,882	53,950	888,832
<u>4,994,953</u>	<u>201,262</u>	<u>5,196,215</u>
<u>\$ 5,829,835</u>	<u>\$ 255,212</u>	<u>\$ 6,085,047</u>

Second Harvest Northern Lakes Food Bank

**Statements of Functional Expenses
Years Ended December 31, 2018 and 2017**

	2018			
	Program Services	Fundraising	Management and General	Total
Salaries	\$ 542,019	\$ 56,409	\$ 98,458	\$ 696,886
Payroll taxes	40,514	4,216	7,359	52,089
Employee benefits	59,235	6,165	10,760	76,160
Total compensation	641,768	66,790	116,577	825,135
Accounting/professional	15,371	-	3,843	19,214
Advertising	2,257	3,783	597	6,637
Bank charges	17,903	-	4,475	22,378
Conference and meetings	1,996	-	486	2,482
Depreciation	119,810	-	-	119,810
Dues and consulting	21,737	9,209	11,386	42,332
Food distribution:				
Purchased	839,748	-	-	839,748
Donated	8,757,635	-	-	8,757,635
Food transportation and storage	207,286	-	-	207,286
Insurance	37,853	-	6,944	44,797
Miscellaneous	3,341	-	190	3,531
Postage and copying	1,588	155,693	1,588	158,869
Repairs and maintenance	25,255	-	328	25,583
Supplies and small equipment	28,697	-	619	29,316
Telephone	8,931	-	2,450	11,381
Travel	4,655	-	1,175	5,830
Utilities/occupancy	58,550	-	6,505	65,055
Total functional expenses	\$ 10,794,381	\$ 235,475	\$ 157,163	\$ 11,187,019

See notes to financial statements.

2017

Program Services	Fundraising	Management and General	Total
\$ 545,265	\$ 56,875	\$ 94,939	\$ 697,079
39,993	4,171	6,963	51,127
61,467	6,412	10,703	78,582
646,725	67,458	112,605	826,788
14,256	-	3,809	18,065
2,584	4,332	684	7,600
14,984	-	4,163	19,147
7,053	-	1,005	8,058
117,386	-	-	117,386
19,656	9,557	11,341	40,554
721,045	-	-	721,045
8,593,838	-	-	8,593,838
178,680	-	-	178,680
38,557	-	5,602	44,159
4,458	-	418	4,876
1,920	188,176	1,920	192,016
27,968	-	302	28,270
25,933	-	1,033	26,966
9,335	-	2,177	11,512
7,044	-	2,774	9,818
58,303	-	6,478	64,781
<u>\$ 10,489,725</u>	<u>\$ 269,523</u>	<u>\$ 154,311</u>	<u>\$ 10,913,559</u>

Second Harvest Northern Lakes Food Bank

Statements of Cash Flows
Years Ended December 31, 2018 and 2017

	2018	2017
Cash flows from operating activities:		
Increase in net assets	\$ 221,996	\$ 888,832
Adjustments to reconcile increase in net assets to net cash provided by operating activities:		
Depreciation	119,810	117,386
In-kind contributions of food	(8,825,048)	(8,522,634)
Distribution of donated food	8,757,635	8,593,838
Change in beneficial interest in assets held by others	26,532	(93,617)
Net loss (gain) on investments	160,508	(124,551)
Changes in assets and liabilities:		
Accounts receivable	(331)	(23,118)
Contributions receivable	54,217	(38,052)
Inventory	(20,394)	17,412
Prepaid expenses	3,260	2,791
Accounts payable	(30,828)	36,720
Accrued expenses	9,873	2,443
Net cash provided by operating activities	477,230	857,450
Cash flows from investing activities:		
Purchase of investments	(365,819)	(1,570,946)
Proceeds from sale of investments	78,989	1,306,172
Purchase of property and equipment	(87,825)	(34,559)
Net cash used in investing activities	(374,655)	(299,333)
Net increase in cash and cash equivalents	102,575	558,117
Cash and cash equivalents:		
Beginning	974,934	416,817
Ending	\$ 1,077,509	\$ 974,934

See notes to financial statements.

Second Harvest Northern Lakes Food Bank

Notes to Financial Statements

Note 1. Nature of Activities and Significant Accounting Policies

Nature of activities: Second Harvest Northern Lakes Food Bank (SHNLFB) is the region's only food bank and rescuer of nationally and regionally donated food for distribution to nonprofit agencies and people in need directly throughout northeastern Minnesota (St. Louis, Carlton, Lake and Cook Counties) and northwestern Wisconsin (Douglas, Bayfield, Ashland, and Iron counties). In addition, the food bank raises awareness of and engages the region in its fight against hunger.

A summary of significant accounting policies follows:

Basis of presentation –The financial statements of the Organization have been prepared in accordance with U.S. generally accepted accounting principles (US GAAP), which require SHNLFB to report information regarding its financial position and activities according to the following net asset classifications:

Net assets without donor restrictions: 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. These net assets may be used at the discretion of SHNLFB's management and the board of directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors, and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the SHNLFB or by the passage of time. SHNLFB does not have any net assets with temporary restrictions at December 31, 2018 and 2017. Other donor restrictions are perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity. See Note 8 for further information.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statements of activities

Cash and cash equivalents: For the purpose of the statement of cash flows, cash and cash equivalents are defined as cash in checking and money market accounts.

Accounts receivable: SHNLFB extends credit to its agencies, primarily on an unsecured basis, on terms that it establishes for individual clients. Uncollectible receivables are written off in the year that amounts are determined to be uncollectible. Accounts are considered past due if payment is not received according to agreed-upon terms. It is the opinion of management that based on prior bad debt experience and the status of current receivables, an allowance for doubtful accounts is not necessary at December 31, 2018 and 2017.

Inventory: Inventory consists of donated non-government food, purchased food and United States Department of Agriculture (USDA) food commodities received from the government. Donated food is valued at fair value at the time of donation. Purchased food is valued at the latest purchase price.

Property and equipment: Property and equipment is stated at cost. Depreciation is determined on the straight-line basis over the estimated useful lives:

	<u>Years</u>
Land improvements	10-20
Buildings and building improvements	39
Fixtures	5
Vehicles and equipment	3-7

Second Harvest Northern Lakes Food Bank

Notes to Financial Statements

Note 1. Nature of Activities and Significant Accounting Policies (Continued)

Investments: Investments consist primarily of assets invested in marketable equity and debt securities. Investments are measured at fair value in the statements of financial position. Fair value of marketable equity and debt securities is based on quoted market prices. The realized and unrealized gain or loss on investments is reflected in the statements of activities.

Fair value measurement: Fair Value Measurements and Disclosures Topic of the Financial Accounting Standards Board's (FASB) Accounting Standards Codification (ASC) clarifies the definition of fair value for financial reporting, establishes a framework for measuring fair value, and requires additional disclosures about the use of fair value measurements. This topic establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements).

The three levels of the fair value hierarchy under this topic are described below:

Basis of fair value measurement:

Level 1: Unadjusted quoted prices in active markets that are accessible at the measurement date for identical, unrestricted assets or liabilities.

Level 2: Quoted prices for similar assets or liabilities in active markets or quoted prices in markets that are not active, or inputs that are observable, either directly or indirectly, for substantially the full-term of the asset or liability.

Level 3: Prices or valuation techniques that require inputs that are both significant to the fair value measurement and unobservable (i.e., supported by little or no market activity).

Concentration of credit risk: SHNLFB maintains its cash in bank deposit accounts, which, at times, may exceed federally insured limits. SHNLFB has not experienced any losses in such accounts.

Income taxes: SHNLFB is exempt from income taxes under Internal Revenue Code Section 501(c)(3) and a similar section of the state code.

Not-for-profit organizations may become subject to income taxes if qualification as a tax-exempt entity changes, if unrelated business income is generated, and in certain other instances. Not-for-profit organizations are required to assess the certainty of their tax positions related to these matters and, in some cases, record liabilities for potential taxes, interest and penalties accompanied by footnote disclosures. SHNLFB has not identified any uncertain tax positions that would require the accrual of an income tax provision.

Generally, SHNLFB is no longer subject to income tax examinations by the U.S. federal or state tax authorities for years before 2015.

Advertising costs: Advertising costs are expensed as incurred.

Contributions: Contributions received and unconditional promises to give are measured at their fair values and are reported as an increase in net assets. SHNLFB reports gifts of cash and other donated assets as without donor restrictions or with donor restrictions, depending in the existence and nature of any donor restrictions. When donor restrictions expire, that is, when a stipulated time restriction ends or the purpose of a restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Donor restricted contributions whose restrictions are met in the same reporting period are reported as unrestricted support.

Second Harvest Northern Lakes Food Bank

Notes to Financial Statements

Note 1. Nature of Activities and Significant Accounting Policies (Continued)

Contributions in-kind: Donated food and other donated goods are recorded at their estimated fair value as of the date of the donation. Contributed services, which require a specialized skill and which the SHNLFB would have paid for if not donated, are recorded at the estimated fair value at the time the services are rendered. SHNLFB also receives donated services that do not require specific expertise but which are nonetheless central to SHNLFB's operations. While these contributed services are not reflected in the financial statements the estimated value of these services is disclosed in Note 6.

Functional expenses: The costs of providing program and other activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among program services and supporting services benefited. Such allocations are determined by management on an equitable basis. Expenses that are allocated based on time and effort include salaries, payroll taxes, employee benefits, accounting/professional, advertising, bank charges, conferences and meetings, dues and consulting, insurance, miscellaneous, postage and copying, repairs and maintenance, supplies and small equipment, telephone, and travel. The expenses that are allocated based on square footage are utilities/occupancy.

Use of estimates in the preparation of financial statements: The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Subsequent events: Management has evaluated subsequent events through May 6, 2019, the date the financial statements were available to be issued.

Recently adopted accounting standards: During 2018 SHNLFB adopted Accounting Standards Update (ASU) No. 2016-14, *Presentation of Financial Statements of Not-for-Profit Entities (Topic 958)*, which simplifies and improves how a not-for-profit organization classifies its net assets, as well as the information it presents in financial statements and notes about its liquidity, financial performance, and cash flows. Among other changes, the ASU replaces the three current classes of net assets with two new classes, "net assets with donor restrictions" and "net assets without donor restrictions", and expands disclosures about the nature and amount of any donor restrictions. The adoption of this guidance did not have an impact on SHNLFB's financial position or operating results; however, additional disclosures and the reclassification of prior-year net assets to conform to the current year's presentation format were required.

Note 2. Availability and Liquidity

The following reflects SHNLFB's financial assets as of December 31, 2018, available to meet cash needs for general expenditures within one year of December 31, 2018:

	<u>Amount</u>
Cash and cash equivalents	\$ 1,077,509
Investments	2,123,942
Accounts receivable	79,696
Contributions receivable	<u>21,585</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 3,302,732</u>

SHNLFB's goal is generally to maintain financial assets to meet six months of total expenses, excluding donated food distribution, (approximately \$1.2 million). As part of its liquidity plan, excess cash is invested in short-term investments, including money market funds and mutual funds.

Second Harvest Northern Lakes Food Bank

Notes to Financial Statements

Note 3. Investments

All investments are recorded at fair value. The following table presents SHNLFB's assets measured at fair value as of December 31, 2018 and 2017, by level within the fair value hierarchy. As required by Fair Value Measurements and Disclosure Topic of the FASB ASC, the assets are classified in their entirety based on the lowest level of input that is significant to the fair market value measurement.

SHNLFB's investments are valued using level 1 measurements as described in Note 1.

	2018	2017
Mutual funds:		
Bond	\$ 961,392	\$ 811,127
Real Estate	60,105	55,834
International	202,795	279,748
Equity	769,968	783,036
Money Market Funds	129,682	66,802
Common Stock	-	1,073
	<u>\$ 2,123,942</u>	<u>\$ 1,997,620</u>

Note 4. Property and Equipment

Property and equipment consists of the following at December 31, 2018 and 2017:

	2018	2017
Land	\$ 44,313	\$ 44,313
Land improvements	105,890	105,890
Buildings and building improvements	2,503,794	2,472,764
Fixtures	8,323	6,937
Vehicles and equipment	904,620	849,211
	<u>3,566,940</u>	<u>3,479,115</u>
Accumulated depreciation	1,572,701	1,452,891
	<u>\$ 1,994,239</u>	<u>\$ 2,026,224</u>

Note 5. Retirement Plan

SHNLFB maintains a profit sharing plan, including a 401(k) plan, for all employees who have worked at least 1,000 hours in one year and attained 18 years of age. SHNLFB matches employee deferrals at 100 percent of the first 3 percent and 50 percent of the next 2 percent. Total pension expense was \$19,583 and \$18,779 for the years ended December 31, 2018 and 2017, respectively.

Second Harvest Northern Lakes Food Bank

Notes to Financial Statements

Note 6. Contributions In-Kind

The fair market value of donated food is recorded as contributions. This valuation is based on a cost study conducted by Feeding America. Donated food was valued at \$1.68 and \$1.73 per pound for the years ended December 31, 2018 and 2017, respectively.

During the years ended December 31, the following in-kind contributions were received by SHNLFB:

	2018	2017
Contributions in-kind:		
Food - nongovernment	\$ 7,311,823	\$ 7,049,992
Food - government	1,513,225	1,472,642
Total contributions in-kind	<u>\$ 8,825,048</u>	<u>\$ 8,522,634</u>

SHNLFB also receives donated services that do not require specific expertise but which are nonetheless central to SHNLFB's operations. SHNLFB relies on volunteers from the community to sort and repack donated food and perform administrative and fundraising related tasks. The estimated value of these services for 2018 and 2017 amounted to \$207,981 and \$192,290, respectively. The value of these services was based on an internally estimated rate of \$13.50 per hour for 2018 and 2017. In accordance with accounting principles generally accepted in the United States of America, the value of these services is not reflected in the financial statements.

Note 7. Beneficial Interest in Assets Held by Others

The Second Harvest Michael E. Miner Hunger Endowment Fund (the Fund) was established with the Duluth-Superior Area Community Foundation (the Foundation) by both SHNLFB and third party donors. SHNLFB is the sole beneficiary of the Fund.

The portion of the Fund contributed by SHNLFB is reported as an asset of SHNLFB. The irrevocable agreement with the Foundation gives the Foundation variance power as well as legal title to the funds.

The net income of the Fund is available to be distributed. Earnings from the Fund investments have been held by the Foundation temporarily as mutually agreed upon.

The balances of \$301,317 and \$327,849 at December 31, 2018 and 2017, respectively, are included in the statement of financial position under the caption "Beneficial Interest in Assets Held by Others." This portion is recorded at fair value, which is estimated as the fair value of the underlying assets. As discussed in Note 1, because there are no observable market transactions for assets similar to the beneficial interest in the assets held by the Foundation and because the assets cannot be redeemed, the valuation technique used by SHNLFB is a Level 3 measure.

The change in the fair value of the beneficial interest in the assets held by the Foundation is recognized in the statement of activities. The prior year contributions to the Fund included \$50,200 which was a restricted contribution received by SHNLFB in December 2017 to be transferred into the Fund. The contribution was transferred to the Fund in January 2018.

	2018	2017
Beneficial interest, beginning of year	\$ 327,849	\$ 234,232
Contributions	300	53,950
Investment gains, net of fees	(26,832)	39,667
Beneficial interest, end of year	<u>\$ 301,317</u>	<u>\$ 327,849</u>

Second Harvest Northern Lakes Food Bank

Notes to Financial Statements

Note 8. Net Assets with Donor Restrictions

Net Assets with donor restrictions, as of December 31, 2018 and 2017, include the beneficial interest in assets held by others and is restricted in perpetuity. The income is expendable to support the activities of SHNLFB and is reported as net assets without donor restrictions.

Note 9. Pending Accounting Standards

The FASB has issued several accounting standards updates not yet implemented by SHNLFB. Listed below are the accounting standards updates which may impact future financial statements of SHNLFB.

ASU No. 2014-09, *Revenue from Contracts with Customers* The amendments in this ASU, issued May 2014, will be effective for SHNLFB beginning with its year ending December 31, 2019. This update supersedes the revenue recognition requirements in *Revenue Recognition (Topic 605)*, and requires entities to recognize revenue in a way that depicts the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled to in exchange for those goods or services.

ASU No. 2016-18, *Statement of Cash Flows (Topic 230)*, issued November 2016, will be effective for SHNLFB beginning with its year ending December 31, 2019. This update requires the statement of cash flows to explain the change during the period in total of cash, cash equivalents, and amounts generally described as restricted cash or restricted cash equivalents.

ASU No. 2018-08, *Clarifying the Scope and Accounting Guidance for Contributions Received and Contributions Made (Topic 958)*, issued June 2018, will be effective for SHNLFB beginning with its year ending December 31, 2020. This update clarifies and improves the scope and the accounting guidance for contributions received and contributions made.

ASU No. 2016-02, *Leases (Topic 842)*. This ASU, issued February 2016, will be effective for SHNLFB beginning with its year ending December 31, 2020. The guidance in this ASU supersedes the leasing guidance in Topic 840, Leases. Under the new guidance, lessees are required to recognize lease assets and lease liabilities on the balance sheet for all leases with terms longer than 12 months. Leases will be classified as either finance or operating, with classification affecting the pattern of expense recognition in the income statement. A modified retrospective transition approach is required for lessees for capital and operating leases existing at, or entered into after, the beginning of the earliest comparative period presented in the financial statements, with certain practical expedients available.

Supplementary Information

Second Harvest Northern Lakes Food Bank

**Schedule of Expenditures of Federal Awards
Year Ended December 31, 2018**

Federal Grantor Pass-Through Agency / Grant Program Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Awards Passed Through to Subrecipients	Expenditures
U.S. Department of Agriculture:				
Passed through Minnesota Department of Health:				
Commodity Supplemental Food Program (Administrative Costs)	10.565*	18182MN083Y8005	\$ -	\$ 58,820
Commodity Supplemental Food Program (Food Commodities)	10.565*	18182MN083Y8005	-	550,570
Passed through Minnesota Department of Human Services:				
Emergency Food Assistance Program (TEFAP):				
Emergency Food Assistance Program (Administrative Costs)	10.568*	144576	-	14,936
Emergency Food Assistance Program (Food Commodities)	10.569*	144576	213,432	290,035
Passed through Hunger Solutions Minnesota:				
Emergency Food Assistance Program (TEFAP):				
Emergency Food Assistance Program (Administrative Costs)	10.568*	115909	-	31,836
Emergency Food Assistance Program (Food Commodities)	10.569*	115909	513,267	614,774
Total expenditures of Federal awards			<u>\$ 726,699</u>	<u>\$ 1,560,971</u>

* Total expenditures under the Food Distribution Cluster were \$1,560,971

Note 1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Second Harvest Northern Lakes Food Bank under programs of the federal government for the year ended December 31, 2018. The information in this Schedule is presented in accordance with the 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). Because the Schedule presents only a selected portion of the operations of Second Harvest Northern Lakes Food Bank, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Second Harvest Northern Lakes Food Bank.

Note 2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Second Harvest Northern Lakes Food Bank has elected not to use the 10 percent de minimis indirect cost rate as allowed under Uniform Guidance.

Note 3. Noncash Transactions

Second Harvest Northern Lakes Food Bank consumed noncash assistance in the form of food commodities. Commodities with a fair value at the time received of \$550,570 and \$904,809, related to CFDA Number 10.565 and 10.569, respectively, were consumed or distributed during the year ended December 31, 2018. These commodities consumed were included in the determination of federal awards expended for the year ended December 31, 2018.

**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***

To the Board of Directors
Second Harvest Northern Lakes Food Bank

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 Second Harvest Northern Lakes Food Bank, which comprise the statement of financial position as of December 31, 2018, and the related statements of activities, changes in net assets, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon date May 6, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Second Harvest Northern Lakes Food Bank'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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Second Harvest Northern Lakes Food Bank's internal control. Accordingly, we do not express an opinion on the effectiveness of Second Harvest Northern Lakes Food Bank'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. 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 Second Harvest Northern Lakes Food Bank's financial statements are free from 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.

RSM US LLP

Duluth, Minnesota
May 6, 2019

Report on Compliance for Each Major Federal Program and on Internal Control Over Compliance Required by The Uniform Guidance

To the Board of Directors
Second Harvest Northern Lakes Food Bank

Report on Compliance for Each Major Federal Program

We have audited Second Harvest Northern Lakes Food Bank'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 Second Harvest Northern Lakes Food Bank's major federal programs for the year ended December 31, 2018. Second Harvest Northern Lakes Food Bank'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 Second Harvest Northern Lakes Food Bank'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 *Government 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 Second Harvest Northern Lakes Food Bank'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 Second Harvest Northern Lakes Food Bank's compliance.

Opinion on Major Federal Program

In our opinion, Second Harvest Northern Lakes Food Bank complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended December 31, 2018.

Report on Internal Control over Compliance

Management of Second Harvest Northern Lakes Food Bank 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 Second Harvest Northern Lakes Food Bank'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 over compliance. Accordingly, we do not express an opinion on the effectiveness of Second Harvest Northern Lakes Food Bank'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.

The 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.

RSM US LLP

Duluth, Minnesota
May 6, 2019

Second Harvest Northern Lakes Food Bank

**Schedule of Findings and Questioned Costs
Year Ended December 31, 2018**

Section I. SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued on whether the financial statements audited were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:

Material weakness(es) identified? Yes X No

Significant deficiency(ies) identified? Yes X None Reported

Noncompliance material to financial statements noted? Yes X No

Federal Awards

Internal control over major programs:

Material weakness(es) identified? Yes X No

Significant deficiency(ies) identified? Yes X None Reported

Type of auditor's report issued on compliance for major federal programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? Yes X No

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
10.565, 10.568 & 10.569	Food Distribution Cluster

Dollar threshold used to distinguish between Type A and Type B programs \$750,000

Auditee qualified as low-risk auditee? X Yes No

Second Harvest Northern Lakes Food Bank

**Schedule of Findings and Questioned Costs
Year Ended December 31, 2018**

Section II. FINANCIAL STATEMENT FINDINGS

No matters were reported

Section III. FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

No matters were reported



Second Harvest Northern Lakes Food Bank

Summary Schedule of Prior Audit Findings

For the Year Ended December 31, 2018

The prior year single audit disclosed no findings in the *Schedule of Findings and Questioned Costs* and no uncorrected or unresolved findings exist from the prior audit's *Summary of Prior Audit Findings*.

A handwritten signature in black ink, appearing to read "Shaye Moris", written over a horizontal line.

Shaye Moris, Executive Director

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