# ESOPHAGEAL CANCER ACTION NETWORK, INC. FINANCIAL STATEMENTS DECEMBER 31, 2017



### MULLEN SONDBERG WIMBISH & STONE, PA

CERTIFIED PUBLIC ACCOUNTANTS

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#### INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors of Esophageal Cancer Action Network, Inc. Pikesville, Maryland

We have reviewed the accompanying financial statements of Esophageal Cancer Action Network, Inc. (a non-profit Organization), which comprise the statement of financial position as of December 31, 2017, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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

Management is responsible for the preparation and fair presentation of 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.

#### Accountant's Responsibility

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

To the Board of Directors of Esophageal Cancer Action Network, Inc.

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

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

Mullen Sondberg Wimbish & Stone
MULLEN, SONDBERG, WIMBISH & STONE, P.A.

Annapolis, Maryland November 15, 2018

#### Esophageal Cancer Action Network, Inc. STATEMENT OF FINANCIAL POSITION December 31, 2017

#### **ASSETS**

ASSLIS	2017	2016
CURRENT ASSETS Cash and cash equivalents Accounts receivable Prepaid expenses	\$ 46,270 86	\$ 2016 41,939 8,445 2,500
Total current assets	46,356	52,884
OTHER ASSETS Security deposits	1,125	1,125
Total assets	\$ 47,481	\$ 54,009
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES Accounts payable and accrued expenses Deferred revenue	\$ 8,199	\$ 21,392 20,000
Total current liabilities	 8,199	41,392
NET ASSETS Unrestricted Temporarily restricted Total net assets	(13,035) 52,317 39,282	(50,717) 63,334 12,617
Total liabilities and net assets	\$ 47,481	\$ 54,009

#### Esophageal Cancer Action Network, Inc. STATEMENT OF ACTIVITIES Year Ended December 31, 2017

#### With Summarized Financial Information for the Year Ended December 31, 2016

			To	otal
	Unrestricted	Temporarily Restricted	2017	2016
REVENUES AND OTHER SUPPORT Contributions and donations Other revenues Special events, net of direct expenses	\$ 266,905 1,653	\$ - - -	\$ 266,905 1,653	\$ 207,877 24,394 13,012
Net assets released from restrictions	268,558 11,017	(11,017)	268,558	245,283
Total revenues and other support	279,575	(11,017)	268,558	245,283
EXPENSES Program services	173,836	-	173,836	222,512
Supporting services  Management and general  Fundraising	35,436 32,621	- -	35,436 32,621	64,321 31,077
Total expenses	241,893		241,893	317,910
Change in net assets	37,682	(11,017)	26,665	(72,627)
NET ASSETS AT BEGINNING OF YEAR	(50,717)	63,334	12,617	85,244
NET ASSETS AT END OF YEAR	\$ (13,035)	\$ 52,317	\$ 39,282	\$ 12,617

## Esophageal Cancer Action Network, Inc. STATEMENT OF FUNCTIONAL EXPENSES

#### Year Ended December 31, 2017

With Summarized Financial Information for the Year Ended December 31, 2016

		Supporting Services			Total																																
	Program Services		gement and General	Fundraising		Fundraising 2017		2016																													
Salaries	\$ 95,964	\$	9,236	\$	\$ 14,018		119,218	\$	144,697																												
Payroll taxes	 7,308		703	1,068		9,079			16,859																												
Total salaries and related expenses	103,272		9,939	15,086			128,297		161,556																												
Public awareness	36,512		-	_			36,512		42,907																												
Website and technology	11,647		79		12,806		12,806		12,806		12,806		12,806		12,806		12,806 24.		24,532		18,526																
Rent	11,157		850		1,662								13,669		21,261																						
Professional fees	2,300		5,300	-		7,600		31,888																													
Professional development	617		5,495	-		6,112		8,533																													
Miscellaneous	_		2,945	2,500		2,500			101																												
Telephone	1,592		3,390	233		233		233			5,215		5,259																								
Postage and shipping	_		4,975	_			4,975		2,529																												
Bank fees	3,039		830	-		-			3,869		5,536																										
Insurance	2,016		194	295		295		295		295		295		295		295		94 295		295		295		295			2,505		2,551								
Office supplies	_		1,439	39		39		39		39		39		39		39		39		39		39		39		39		39			1,478		9,503				
Printing	1,248		-	-		-		-		-		-		-		-		-		-		-		-		-		-		-			1,248		6,497		
Travel	436		-	_		-		-		-		-		-		-		-		-		-		-		-		-		-		-			436		521
Depreciation	_		-	-		<del>-</del>		-		528																											
Repairs and maintenance	_		-	-		<del>-</del>		- 19																													
Utilities									195																												
Total expenses	\$ 173,836	\$	35,436	\$	32,621	\$	241,893	\$	317,910																												

#### Esophageal Cancer Action Network, Inc. STATEMENT OF CASH FLOWS Year Ended December 31, 2017

	 2017		2016	
CASH FLOWS FROM OPERATING ACTIVITIES: Change in net assets	\$ 26,665	\$	(72,627)	
Adjustments to reconcile changes in net assets to net cash provided by operating activities:				
Depreciation	-		528	
(Increase) decrease in operating assets:				
Accounts receivable	8,359			
Prepaid expenses and other current assets	2,500		694	
Security deposits	-		292	
Increase (decrease) in operating liabilities:				
Accounts payable and accrued expenses	(13,193)		13,507	
Deferred revenue	 (20,000)		(15,000)	
Net cash provided (used) by operating activities	4,331		(72,606)	
Cash at beginning of year	 41,939		114,545	
Cash at end of year	\$ 46,270	\$	41,939	

#### Note 1 - Summary of Significant Accounting Policies

#### Nature of Operation

Esophageal Cancer Action Network, Inc. (the Organization) is a not-for-profit organization incorporated under the laws of the State of Maryland on January 9, 2008. The Organization helps raise awareness of the risk of esophageal cancer posed by persistent heartburn or gastroesophageal reflux disease known as GERD. The organization brings together a community of individuals and groups who are concerned about the rapid increase in esophageal cancer cases and want to support the campaign for public awareness and creation of more effective tools to prevent, detect, and treat the disease. The Organization is dedicated to increasing the funding available for medical research to battle esophageal cancer.

#### **Basis of Accounting**

The Organization prepares its financial statements in accordance with accounting principles generally accepted in the United States of America. This basis of accounting involves the application of accrual accounting; consequently, revenues and gains are recognized when earned, and expenses and losses are recognized when incurred.

#### **Basis of Presentation**

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended December 31, 2016, from which the summarized information was derived.

#### Revenue Recognition

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor-imposed restriction. Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, 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), temporarily restricted net assets are reclassified as unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Special event revenue is recorded when the event takes place. Revenue received in advance of the event is recorded as deferred revenue until the event takes place.

#### Note 1 - Summary of Significant Accounting Policies (Cont.)

#### Use of Estimates

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

#### <u>Functional Allocation of Expenses</u>

Accounting principles generally accepted in the United States of America require all voluntary health and welfare organizations to present their expenses on a functional basis, separating program services from management and general and fundraising expenses. Functional expenses are either charged directly to program services as incurred or allocated based on usage for items such as occupancy, depreciation, and administrative salaries.

#### Cash and Cash Equivalents

Cash and cash equivalents consist of short-term, highly liquid investments with an original maturity of ninety days or less.

#### Accounts Receivable

Accounts receivable are stated at the amounts management expects to collect from balances outstanding at year-end. The Organization has not recorded an allowance for doubtful accounts, since in the opinion of management, all outstanding accounts will be collected.

#### **Furniture and Equipment**

Furniture and equipment acquisitions in excess of \$1,000 are capitalized and recorded at cost or, if donated, at the fair value at the date of receipt. Depreciation is calculated on the straight-line basis over the useful lives of the assets, which are three to five years.

#### **Income Taxes**

The Organization has been notified by the Internal Revenue Service that it is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code and that it is not considered a private foundation. The Organization is exempt from both federal and state income taxes but would be subject to taxes on any "unrelated business income". There is no provision for income taxes for the years ended December 31, 2017 and 2016 as the Organization has not incurred any unrelated business income during this period.

#### Note 1 - Summary of Significant Accounting Policies (Cont.)

#### **Income Tax Position**

The Organization follows the guidance of ASC 740-10, "Accounting for Uncertainty in Income Taxes", which clarifies the accounting for the recognition and measurement of the benefits of individual tax positions in the financial statement, including those of non-profit organizations. Tax positions must meet a recognition threshold of more-likely-than-not in order for the benefit of those tax positions to be recognized in the Organization's financial statements

The Organization analyzes tax positions taken, including those related to the requirements set forth in IRC Sec. 501(c) to qualify as a tax-exempt organization, activities performed by volunteers and board members, the reporting of unrelated business income, and its status as a tax-exempt organization under Maryland state statute. The Organization does not know of any tax benefits arising from uncertain tax positions, and there was no effect on the Organization's financial position or changes in net assets as a result of analyzing its tax positions. Years ending on or after December 31, 2014 remain subject to examination by federal and state authorities.

#### Donated Goods and Services

Many volunteers have made significant contributions of time in furthering the Organization's programs and objectives. The value of this contributed time is not recorded in the accompanying financial statements, because the contributed services provided do not require specialized skills or create non-financial assets. Donations in-kind of goods, facilities, or services are recorded at fair value at the date of the gift. In-kind donations amounted to \$8,000 and \$-0- during the years ended December 31, 2017 and 2016, respectively.

#### Concentration of Credit Risk

The Organization maintains cash in bank accounts which, at times, may exceed federally insured limits. The Organization believes it is not exposed to any significant credit risk on cash and cash equivalents.

#### Note 2 - Furniture and Equipment

Furniture and equipment consists of the following at December 31:

	Estimated Lives	2017		2016		
Furniture and fixtures	5 years	\$	3,855	\$	3,855	
Less accumulated depreciation			(3,855)		(3,855)	
Total		\$		\$		

Depreciation expense was \$-0- and \$528 for the years ended December 31, 2017 and 2016, respectively.

#### Note 3 - Commitment

The Organization leases office space under a lease which expires in August 2018. Total rent expense for the year ended December 31, 2017 and 2016 was \$13,669 and \$21,261, respectively. Future minimum payments for the year ended December 31, 2018 is \$9,270.

#### Note 4 - Temporarily Restricted Net Assets

Temporarily restricted net assets include donor-restricted funds, which are only available for specific purposes. The following summarizes temporarily restricted net assets as of December 31:

2017			2016
\$	30,000	\$	30,000
	14,617		14,617
	7,700		18,717
\$	52,317	\$	63,334
	\$	14,617 7,700	14,617 7,700

#### Note 5 - Subsequent Events

Subsequent events and transactions have been evaluated for potential recognition in the financial statements through November 15, 2018, the date the Organization's financial statements were available to be issued. No such events have been identified requiring disclosure.