

CDBG Applications

Row 9

Submission Date	01/28/22 12:23 PM
Applicant Organization	Rebuilding Together Saratoga County
Activity Name	Home Repairs for Low-Income Homeowners
Address	132 Milton Avenue
City	Ballston Spa
State	NY
Zip Code	12020
Phone Number	+1 (518) 587-3315
Email Address	Michelle@RTSaratoga.org
Contact Person	Michelle Larkin
Title	Executive Director
Applicant Type	Non-Profit Organization
Department	
Agency	

Federal ID #	20-0530683
DUNS #	621495873
National Objective	Benefit persons of low-moderate income
Low-Mod Income Benefits	Low-Mod Income Housing Activities
Requested CDBG Entitlement Funding	\$100,000.00
Funding leveraged from other sources	\$20,000.00
Total activity cost	\$120,000.00
Proposal Summary	We are requesting \$100,000 in Community Development Block Grant (CDBG) funding to support our efforts to provide critical home repairs and accessibility modifications for at least five low-income homeowners in the City of Saratoga Springs. Our goal is to provide the repairs needed for each homeowner to live independently in a safe and healthy home.
Persons served	10
This activity is...	expanded from previous years
Approval/ Permit?	Permit

Previous CDBG awards Yes

Award Completion

No

Signature



**REBUILDING TOGETHER SARATOGA COUNTY, INC.
BALLSTON SPA, NEW YORK**

**FINANCIAL STATEMENTS
WITH INDEPENDENT AUDITOR'S REPORT**

FOR THE YEAR ENDED DECEMBER 31, 2020

**REBUILDING TOGETHER SARATOGA COUNTY, INC
BALLSTON SPA, NEW YORK**

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NOLAN CERTIFIED PUBLIC ACCOUNTING SERVICES, PLLC

Tara M. Nolan, CPA
243 County Route 68
Eagle Bridge, NY 12057

Independent Auditor's Report

Board of Directors
Rebuilding Together Saratoga County, Inc.

Report on the Financial Statements

We have audited the accompanying consolidated financial statements of the Rebuilding Together Saratoga County, Inc. a Not-for-Profit Entity, which comprise the statement of financial position as of December 31, 2020 , and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements. The prior year summarized data has been derived from Rebuilding Together Saratoga County, Inc.'s 2019 financial statement, in which we issued an unmodified opinion in our report dated June 24, 2020.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated 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 consolidated 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 consolidated financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated 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 consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for purpose of expressing an opinion on the effectiveness of the entity's internal control.

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 Rebuilding Together Saratoga County, Inc. as of December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Rebuilding Together Saratoga County Inc.'s basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic 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 June 24, 2019, on our consideration of the Rebuilding Together Saratoga County Inc.'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 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 the Rebuilding Together Saratoga County Inc.'s internal control over financial reporting and compliance.

Nolan Certified Public Accounting Services, PLLC

Eagle Bridge, NY

August 09, 2021

Rebuilding Together Saratoga County, Inc.
Statement of Financial Position
December 31, 2020 and 2019

	2020	2019
Assets		
Current Assets		
Cash & Cash Equivalents	\$ 399,193	\$ 286,745
Grants & Pledges Receivable	128,516	68,001
Prepaid Expenses	15,982	12,061
Property Held for Sale	-	221,279
Total Current Assets	543,691	588,086
Property & Equipment		
Building	443,392	443,392
Land	22,000	22,000
Equipment	21,393	18,034
Less: Accum. Depreciation	(49,479)	(36,256)
Net Property & Equipment	437,306	447,170
TOTAL ASSETS	\$ 980,998	\$ 1,035,256
Liabilities & Net Assets		
Current Liabilities		
Accounts Payable	\$ 218,902	\$ 84,676
Short Term Loans Payable	-	79,771
Current Portion Long Term Debt	9,672	9,316
Deferred Revenue	84,283	-
Accrued Salaries & Payroll Taxes	2,189	2,123
Sales Tax Payable	884	292
Total Current Liabilities	315,930	176,178
Long Term Liabilities		
Mortgage Payable	132,916	\$225,455
Total Liabilities	448,846	401,633
Net Assets		
Without Donor Restrictions	532,152	556,539
With Donor Restrictions	-	77,084
Total Net Assets	532,152	633,623
TOTAL LIABILITIES AND NET ASSETS	\$ 980,998	\$ 1,035,256

See Independent Auditor's Report and Notes to the Financial Statements

Rebuilding Together Saratoga County, Inc.
Statement of Activities
For the Year Ended December 31, 2020 and 2019

	2020			2019
	Without Donor Restrictions	With Donor Restrictions	Total	Total
Revenue & Support				
Fundraising Event Income	\$ 81,834	\$ -	\$ 81,834	\$ 101,555
Fundraising Expense	(17,504)	-	(17,504)	(22,274)
Net Fundraising Income	64,330		64,330	79,281
Contributions	67,302	20,000	87,302	235,716
Grants	3,159,507	-	3,159,507	1,972,450
Interest Income	230	-	230	156
Other Income	1,031	-	1,031	982
Loss Sale Donated Property	(88,294)		(88,294)	
PPP Forgiveness & EIDL Advance	67,500		67,500	
Store Donations & Proceeds	116,142	-	116,142	62,422
In Kind Donations	15,988		15,988	150,182
Net Assets Released from Restriction	97,084	(97,084)	-	-
Total Revenue & Support	3,500,821	(77,084)	3,423,737	2,501,189
Expenses				
Program Expenses	3,170,176	-	3,170,176	1,987,369
General & Administrative	258,968	-	258,968	225,171
Fundraising Expenses	96,064	-	96,064	90,688
Total Expenses	3,525,209	-	3,525,209	2,303,227
Change in Net Assets	\$ (24,388)	\$ (77,084)	\$ (101,472)	\$ 197,962
Net Assets, Beginning of Year	556,539	77,084	633,623	435,662
Net Assets, End of Year	<u>\$ 532,151</u>	<u>\$ 0</u>	<u>\$ 532,152</u>	<u>\$ 633,623</u>

See Independent Auditor's Report and Notes to the Financial Statements

Rebuilding Together Saratoga County, Inc.
Statement of Cash Flows
For the Year Ended December 31, 2020 and 2019

	<u>2020</u>	<u>2019</u>
<u>Cash Flows from Operating Activities</u>		
Net Income (Loss)	\$ (101,472)	\$ 197,962
Net Cash Provided by Operating Activities		
Depreciation	13,223	12,376
(Increase) Decrease in Accounts Receivable	(60,233)	11,174
(Increase) Decrease in Prepaid Expenses	(3,921)	2,233
(Increase) Decrease in Other Assets	221,279	(221,279)
Increase (Decrease) in Accounts Payable	134,227	6,017
Increase (Decrease) in PR Taxes Payable	66	(11,675)
Increase (Decrease) in Deferred Revenue	84,283	(142,387)
Increase (Decrease) in Sales Tax Payable	592	21
	<u>288,043</u>	<u>(145,558)</u>
<u>Cash Flows from Investing Activities</u>		
Purchases of Fixed Assets	<u>(3,359)</u>	<u>(25,395)</u>
Net Cash Used by Investing Activities	(3,359)	(25,395)
<u>Cash Flows from Financing Activities</u>		
Increases (Decreases) in Short Term Debt	(79,711)	79,771
Increases (Decreases) in Long Term Debt	<u>(92,183)</u>	<u>67,945</u>
Net Cash Provided by Investing Activities	(171,894)	147,715
Net Increase (Decrease) in Cash & Cash Equivalents	\$ 112,790	\$ (23,238)
Cash and Cash Equivalents, Beginning of Year	<u>\$ 286,403</u>	<u>\$ 309,641</u>
Cash and Cash Equivalents, End of Year	<u>\$ 399,193</u>	<u>\$ 286,403</u>
Supplemental Data:		
Interest Paid	<u>\$ 9,274</u>	<u>\$ 7,316</u>

See Independent Auditor's Report and Notes to the Financial Statements

Rebuilding Together Saratoga County, Inc.
Statement of Functional Expenses
For the Year Ended December 31, 2020 and 2019

	<u>2020</u>			<u>2019</u>	
	<u>Program Services</u>	<u>General & Administrative</u>	<u>Fundraising</u>	<u>Total</u>	<u>Total</u>
Expenses					
Rebuilding Expenditures	\$ 2,976,257	\$ -	\$ -	\$ 2,976,257	\$ 1,857,202
Advertising & Communications	313	650	5,978	6,941	5,947
Bank Charges & Credit Card Fees	5	-	2,761	2,766	2,094
Dues & Subscriptions	20,075	1,081	283	21,438	20,985
Board Expenses	-	387	-	387	1,651
Office Supplies	205	12,629	709	13,543	14,137
Education & Conferences	613	-	-	613	4,361
Salaries & Wages	134,633	125,247	41,845	301,725	248,954
Payroll Taxes	10,349	9,949	3,429	23,727	20,650
Employee Benefits	1,272	5,590	525	7,387	-
Payroll Expenses	-	439	-	439	354
Postage & Printing	39	2,421	1,045	3,505	3,074
Professional Fees	19,691	35,819	2,482	57,992	51,160
Insurance	3,140	3,140	3,140	9,420	11,279
Telephone/Internet	-	4,939	-	4,939	5,109
Travel	-	54	350	404	1,418
Repairs & Maintenance	-	39,309	2,095	41,404	11,536
Moving & Store Expenses	-	-	23,511	23,511	11,905
Utilities	-	2,317	3,441	5,758	7,662
Property Taxes	-	-	-	-	4,056
Miscellaneous	-	450	106	556	-
Interest	3,586	5,688	-	9,274	-
Depreciation	-	8,859	4,364	13,223	12,376
Total Expenses	<u>\$ 3,170,176</u>	<u>\$ 258,968</u>	<u>\$ 96,064</u>	<u>\$ 3,525,209</u>	<u>\$ 2,303,227</u>

REBUILDING TOGETHER SARATOGA COUNTY, INC.
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2020

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND ORGANIZATION:

- **Organization** - Rebuilding Together Saratoga County, Inc. (the “organization”) formed in 2003, is a volunteer driven, registered 501(c)3 non-profit organization that brings communities and volunteers together to make free repairs to the homes of low income property owners, particularly the elderly, disabled, and veterans, allowing them to live in warmth, safety, and independence while respecting their dignity.
- **Basis of Presentation:** The financial statements of the Organization have been prepared on the accrual basis in accordance with accounting principles generally accepted in the United States of America. The financial statements are presented in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958 dated August 2016, and the provisions of the American Institute of Certified Public Accountants (AICPA) “Audit and Accounting Guide for Not-for-Profit Organizations” (the “Guide”). (ASC) 958-205 was effective January 01, 2018.

Under the provisions of the Guide, net assets and revenues, and gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Organization and changes therein are classified as follows:

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. The Organization’s board may designate assets without restrictions for specific operational purposes from time to time.

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 Non-Profit Organization or by the passage of time. Other donor restrictions are perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity.

**REBUILDING TOGETHER SARATOGA COUNTY, INC.
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND ORGANIZATION (CONT'D):

- **Contributions-**Unconditional contributions are recognized when pledged and recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Conditional promises to give are recognized when the conditions on which they depend are substantially met. Gifts of cash and other assets are reported with donor restricted support if they are received with donor stipulations that limit the use of the donated assets. When a restriction expires, that is, when a stipulated time restriction ends or a purpose 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 net assets without donor restriction support. Donations of property and equipment are recorded as support at their estimated fair value at the date of donation. Contributions restricted for the acquisition of land, buildings, and equipment are reported as net assets without donor restriction upon acquisition of the assets and the assets are placed in service

- **New Accounting Pronouncement-** On August 18, 2016, FASB issued ASU 2016-14, Not-for-Profit Entities (Topic 958) – Presentation of Financial Statements of Not-for-Profit Entities. The update 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. Non-Profit Organization, Inc. has adjusted the presentation of these statements accordingly. The ASU has been applied retrospectively to all periods presented.

- **Functional Allocation of Expenses-** The costs of providing the various programs and other activities have been summarized on a functional basis in the Statement of Functional Expenses. Accordingly, certain expenses have been allocated among the programs and supporting services.

The expenses that are allocated include the following

<u>Expense</u>	<u>Method of Allocation</u>
Salaries & Benefits	Time and Effort
Property Taxes, Utilities, and Interest	Square Footage
Depreciation	Usage

REBUILDING TOGETHER SARATOGA COUNTY, INC.
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2020

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND ORGANIZATION (CONT'D):

- **Tax Exempt Status:** The Organization is a not-for-profit corporation as described in Section 501(c)(3) of the Internal Revenue Code and is exempt from income taxes pursuant to Section 501(a) of the Code. The organization has evaluated any uncertain tax positions and related income tax contingencies and determined uncertain positions, if any, are not material to the financial statements. Penalties and interest assessed income taxing authorities are included in operating expenses, if incurred. The Organization is no longer subject to examination by federal and state taxing authorities for years prior to year ended December 31, 2016.
- **Buildings and Equipment** are carried at cost, less accumulated depreciation. Donated assets are carried at fair market value at the date of donation less accumulated depreciation. Maintenance and repairs are charged to operations. Gains and losses from the sale of equipment are included in income. Depreciation is calculated on a straight-line basis utilizing the assets' estimated useful lives.
- Investments are stated at fair market value. Accrued interest is recorded as of the balance sheet date, and the corresponding interest income is recorded in the period earned.
- Expenses are reported as decreases in unrestricted net assets.
- **Use of Estimates:** The financial statements include some amounts that are based on management's best estimates and judgments. The most significant estimates relate to depreciation, employee benefit plans, taxes and contingencies. These estimates may be adjusted as more current information becomes available, and any adjustment could be significant.

NOTE 2. CASH & CASH EQUIVALENTS:

For the purposes of the statements of cash flows, the Organization considers all unrestricted highly liquid investments with an initial maturity of three months or less are cash equivalents. Cash equivalents at year end totaled \$399,193.

REBUILDING TOGETHER SARATOGA COUNTY, INC.
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2020

NOTE 3. FIXED ASSETS:

Depreciation is computed for financial statement purposes on a straight-line basis over the estimated useful lives of the related assets. The estimated useful lives of the depreciable assets are:

	<u>Estimated Useful Lives</u>
Equipment	5 years
Computer Software	3 years
Building	39 years

Depreciation expense for the year totaled: \$13,223.

NOTE 4. GRANTS & PLEDGES RECEIVABLE

As of December 31, 2020, the organization had \$128,516 in grants receivables related to building expenditures.

NOTE 5: MORTGAGES PAYABLE

Loan:	Balance as of 12/31/2020
The organization has a \$250,000 mortgage payable with an interest rate of 3.75 % for the first 60 months with monthly payments of \$1,489.30 each. Beginning January 15, 2023, the interest rate increases to the The Adirondack Trust Company Base Lending Rate (currently 4.755) with 179 monthly consecutive principal and interest payments in the initial amount of \$1,594.32 each.	\$142,588
Balance as of December 31, 2020	\$142,588
Less: Current Portion	(9,672)
Total Long Term Debt	\$132,916

Scheduled Principle Payments are as follows:

2021		\$9,672
2022		12,104
2023		9,563
2024		10,028
2024		10,516
	\$	51,883

REBUILDING TOGETHER SARATOGA COUNTY, INC.
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2020

NOTE 7. ADVERTISING COSTS:

Advertising costs are expensed as incurred. For 2020, the advertising costs total \$6,941.

NOTE 8. LIQUIDITY

Rebuilding Together Saratoga County Inc's financial assets available within one year of the balance sheet date for general expenditure are as follows:

	2020
Cash	\$ 399,193
Grants Receivable	128,516
Total Financial Assets	<u>527,709</u>
Less: Restricted for Building Expenses	<u>(-)</u>
Total available for general purposes	<u>\$ 527,709</u>

As part of Rebuilding Together Saratoga County Inc's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

NOTE 9. SUBSEQUENT EVENTS:

Management has evaluated subsequent events through August 09, 2021 the date which the financial statements were available to be issued. Management has determined that no events require disclosure.

**REBUILDING TOGETHER SARATOGA COUNTY, INC.
SCHEDULE OF EXPENDITURE OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2020**

**U.S. Department of Housing and Urban Development
Pass- Through Programs from:
NYS Homes and Community Renewal & City of Saratoga Springs**

<u>Federal Grantor/Program Title</u>	<u>CFDA No.</u>	<u>Contract Number</u>	<u>Expenditures</u>
Home Investment Partnership Program	14.239	N/A	\$ 1,226,574*
Rural Housing Preservation Grant	14.433		212,483
Community Block Development Grant	14.218		72,531
Total Federal Financial Assistance			<u>\$1,511,588</u>

* Major Program

Note A – Basis of Presentation

This accompanying Schedule of Expenditure of Federal Awards includes the federal grant activity of the Rebuilding Together Saratoga County, Inc. and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

Rebuilding Together Saratoga County Inc. has elected *not* to use the 10% de minimis cost rate as covered in §200.414 Indirect (F&A) costs.

See accompanying notes and auditor's report.

NOLAN CERTIFIED PUBLIC ACCOUNTING SERVICES, PLLC

Tara M. Nolan, CPA
243 County Route 68
Eagle Bridge, NY 12057

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

Board of Directors
Rebuilding Together Saratoga County, Inc.

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 Rebuilding Together Saratoga County, Inc., a Not-for-Profit Entity, which comprise the statement of financial position as of December 31, 2020, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated August 09, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Rebuilding Together Saratoga County Inc.'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 Rebuilding Together Saratoga County Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Rebuilding Together Saratoga County Inc.'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 entities 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 the 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 Rebuilding Saratoga County Inc.'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 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.

Nolan Certified Public Accounting Services, PLLC

Eagle Bridge, NY
August 09, 2021

NOLAN CERTIFIED PUBLIC ACCOUNTING SERVICES, PLLC

Tara M. Nolan, CPA
243 County Route 68
Eagle Bridge, NY 12057

Independent Auditor's Report on Compliance For Each Major Program and on Internal Control Over Compliance Required By The Uniform Guidance

Report on Compliance for Each Major Federal Program

We have audited Rebuilding Together Saratoga County Inc.'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 Rebuilding Together Saratoga County Inc.'s major federal programs for the year ended December 31, 2020. Rebuilding Together Saratoga County Inc.'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 the Rebuilding Together Saratoga County Inc.'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 Rebuilding Together Saratoga County Inc.'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 on Rebuilding Together Saratoga County Inc.'s compliance.

Opinion on Each Major Federal Program

In our opinion, Rebuilding Together Saratoga County Inc. complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2020.

Report on Internal Control Over Compliance

Management of Rebuilding Together Saratoga County Inc. 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 Rebuilding Together Saratoga County Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program in order to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our 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 purposes of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Rebuilding Together Saratoga County Inc.'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.

Nolan Certified Public Accounting Services, PLLC

Eagle Bridge, New York
August 09, 2021

**REBUILDING TOGETHER SARATOGA COUNTY, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2020**

	Summary of Auditor's Results
Section 1	
<u>Financial Statements</u>	
1. Type of auditor's report issued	Unmodified
2. Internal control over financial reporting:	
a. Material weaknesses identified?	No
b. Significant deficiencies identified not considered to be material weaknesses?	No
c. Noncompliance material to the financial Statements noted?	No
<u>Federal Awards</u>	
1. Internal control over major program:	
a. Material weaknesses identified?	No
b. Significant deficiencies identified not considered to be material weaknesses?	No
2. Type of auditor's report issued on compliance for major programs:	Unmodified
3. Any audit findings disclosed that are required to be reported in accordance with Circular OMB A-133, Section 510(a)?	No
4. Identification of major program(s): 14.239 Home Investment Partnership Program	
5. Dollar threshold used to distinguish between Type A and Type B programs:	\$750,000
6. Auditee qualified as a low-risk audited under OMB Circular A-133, Section 530?	Yes

**REBUILDING TOGETHER SARATOGA COUNTY, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2018**

Section 2 Financial Statement Findings
(None reported)

Section 3 Federal Award Findings and Questioned Costs
(None reported)



**Rebuilding Together Saratoga County
2022 Board of Directors**

Name	Position	Employer or other affiliation	Years on Board
Ed Hitti	President	DeAngelus Goralczyk, PLCC Attorney	6
Ken Terpening	Vice President	King Wealth Management Business Development Manager	3
Karen Carling	Secretary	Foit-Albert Associates Supervisor	Joined 2022
Bridget Reilly	Treasurer	LeverPoint Management-Ithaca College Senior Manager	6
Kyle Trippany	Member	Gilbane Building Company Project Manager	5
Deann Devitt	Member	Adirondack Trust Co. Assistant Treasurer	5
Danielle Hudson	Member	Skidmore College Advancement Marketing Manager	4
Geoff Kelley	Member	Stewarts Shops Shop Service Manager	3
Stephen Rosamino	Member	Merrill Lynch Financial Adviser	4
Jeanine Stancanelli	Member	Mercy College Associate Professor, Occ. Therapy	5
Debra Cartier	Member	Coldwell Banker Real Estate Associate Broker	2
Mary Ellen Rider	Member	Retired Teacher	2
Kimberly Mark	Member	Adirondack Trust Co	Joined 2022
EJ Harkins	Past President	Saratoga Eagle	

Budget Form 1
Proposed Activity Program Operati

	Entitlement Grant	Leveraged Funding	Total Activity Cost
PERSONNEL			
Salaries		\$ 13,200.00	\$ 13,200.00
Fringe			\$ -
Other (consultants, etc.)		\$ 2,650.00	\$ 2,650.00
<i>Subtotal</i>	\$ -	\$ 15,850.00	\$ 15,850.00
OVERHEAD			
Advertising/Marketing		\$ 310.00	\$ 310.00
Program Supplies			\$ -
Rent & Utilities		\$ 1,100.00	\$ 1,100.00
Other (please list below)			
Mileage		\$ 140.00	\$ 140.00
Indirect/overhead		\$ 2,600.00	\$ 2,600.00
			\$ -
<i>Subtotal</i>	\$ -	\$ 4,150.00	\$ 4,150.00
TOTAL COST	\$ -	\$ 20,000.00	\$ 20,000.00

ng Budget

Source of leveraged Funds and In-Kind Services
Saratoga Builders Association (committed)
Saratoga Builders Association (committed)

Saratoga Builders Association (committed)
Saratoga Builders Association (committed)
Saratoga Builders Association (committed)
Saratoga Builders Association (committed)



CITY OF SARATOGA SPRINGS

OFFICE OF COMMUNITY DEVELOPMENT

City Hall - 474 Broadway
Saratoga Springs, New York 12866
518.587.3550 x2575 www.saratoga-springs.org



Community Development Block Grant (CDBG) Entitlement Program

IMPORTANT

2022 CDBG Guidebook

****DO NOT attempt to complete this application prior to reviewing the 2022 CDBG Guidebook (link provided above). Questions should be directed to the Community Development Planner at Amber.Upton@saratoga-springs.org****

Applicant Organization*

Address*

City*

State*

Zip Code*

Phone Number*

Email Address*

Proposal Abstract * Please provide an overview of your proposal.

Priorities Addressed*

Please include which of the community development priorities listed in the City's 2020 Consolidated Plan this project will address. Describe how the project fill those identified needs.

[Empty response box]

Activity Beneficiaries* Identify who will benefit from the proposed activity. If the activity is designed to benefit: 1) individual persons of low- to moderate-income, describe the process you will use to identify these persons and determine their income eligibility and the number of persons you expect to serve. 2) The inhabitants of a predominantly low-moderate income area, identify the Census Block Group in which the activity is located. 3) A low-moderate income "limited clientele", identify the "limited clientele" group.

Performance Goals and Indicators* Identify your performance goals and the types of indicators you will use to document activity accomplishments and success. (Examples should include: # of persons with new/improved access to services, # of affordable houses rehabilitated, # of businesses assisted, # of jobs saved or created, etc.)

Activity Timeframe/Schedule * Include start, completion dates, and other significant performance stages.

Organization Overview*

Provide an overview of your organization including length of time in existence. List current officers and board members.

Experience* Describe your organization's experience in successfully conducting this type of activity. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.

Key Persons* Identify the person(s) responsible for program and financial management of the activity. Identify all other persons involved in this activity noting whether these positions are current or new, pending this award. For construction/site development projects, identify the development team including proposed contractors, subcontractors, and project manager.

Partner Agencies* Identify any other agencies/partners involved in this activity and define their roles and responsibilities.

**Rebuilding Together Saratoga County
FY2022 City of Saratoga Springs CDBG Application
Supplemental Narrative Responses**

Activity Beneficiaries:

We perform extensive outreach year-round to make residents aware of our services, including carrying out our Affirmative Marketing Plan that is designed to provide information and attract eligible homeowners in our service area without regard to race, color, national origin, age, sexual orientation, sex, religion, familial status, or disability. We regularly receive referrals from our many community partners, and we currently have a waiting list of more than 200 homeowners.

100% of the people we serve are low-income with a household income at or below 80% of the Area Median Income as established by HUD; however, most of the homeowners we help have a household income at or below 50% or often 30% of the Area Median Income. In order to be eligible for services, homeowners must first complete an application and provide supporting documentation verifying their household annual income. We use the "Part 5 Method" from the Technical Guide for Determining Income and Allowances for the HOME Program to determine income eligibility. In addition to meeting our income eligibility criteria, eligible homeowners must own the home for which they are applying and it must be their primary residence. And, at least one resident in the home must be a senior, an individual living with a disability, a child under the age of 18, or an active or retired member of the armed services. Homeowners who meet these criteria are eligible for our services.

We expect to serve a minimum of five low-income homeowners in the City of Saratoga Springs with the funding requested here, with an overall goal of completing 175 home repair projects in 2022.

Organization Overview:

Rebuilding Together Saratoga County was founded in 2003 by Michelle Larkin with the support of her husband Dan, friends and family from the Saratoga County community, and the national Rebuilding Together organization. In the 19 years since our founding, we have repaired 1,506 homes, improved 109 nonprofit centers and community spaces, and replaced 30 substandard manufactured homes with the help of 10,929 volunteers who have dedicated 85,590 hours of their time, bringing hope and renewed pride to homeowners in need throughout Saratoga County. In 2021, we repaired 127 homes and replaced five substandard manufactured homes, serving 237 residents. We also revitalized six nonprofit and community spaces. We partnered with 257 volunteers (decreased significantly due to COVID-19) who donated 3,743 hours of their time to help their neighbors in need.

Board of Directors: Ed Hitti, President; Ken Terpening, Vice President; Karen Carling, Secretary Bridget Reilly, Treasurer; Debra Cartier, Member; Deann Devitt, Member; Danielle Hudson, Member; Geoff Kelley, Member; Kimberly Mark, Member; Martha McQuigge, Member; Mary Ellen Rider, Member; Stephen Rosamino, Member; Jeanine Stancanelli, Member; Kyle Trippany, Member; EJ Harkins, Past President

Key Staff: Our team includes six full-time staff, seven part-time staff, part-time Accountant (contractor), part-time Grant Administrator (contractor), and part-time Grant Writer (contractor).

- Executive Director Michelle Larkin is responsible for overseeing our program administration from the initial application through project selection, planning, implementation and evaluation. Michelle founded Rebuilding Together Saratoga County in 2003 and has overseen 1,506 home repair and 30 manufactured housing replacement projects since that time. She has extensive experience in working with community partners to address issues of affordable housing, accessibility, and community revitalization. She determines project feasibility; prepares cost estimates; oversees contractor bidding, selection, and management; oversees fiscal management and tracking; and monitoring for compliance. She also enters into contractual agreements and requests disbursements.
- Program Manager James Strack manages our projects from start to finish. He is responsible for the overall planning and implementation of our projects, including reviewing scopes of work and cost estimates, conducting site visits, maintaining project management files, coordinating contractor bidding and contractors with Executive Director, and monitoring project expenses. James has more than 35 years of experience with project management, information technology, managing vendors and contractors, grant management, and more. He is a Certified Aging-in-Place Specialist and is in the process of becoming a licensed Home Inspector.
- Project Managers Dan Symer and Jim VanVorst develop the scopes of work and internal cost estimates, conduct site visits, manage contractors, monitor progress and work completed, and ensure that projects are completed within budget and time constraints. Dan has extensive experience in overseeing home construction projects for nonprofit housing organizations. Jim has more than 25 years of experience in the nonprofit housing sector, including direct construction, housing inspections, and grant administration and compliance. He also has experience as both a code enforcement officer and firefighter.
- Community Relations & Office Manager Clarice Nichols is responsible for conducting community outreach, developing and cultivating partnerships, overseeing our affirmative marketing efforts, and coordinating our events. She has more than six years of experience in working with nonprofit organizations and has a Bachelor of Arts from California State University.
- Volunteer & Outreach Coordinator Melissa Murphy is responsible for recruiting, coordinating, managing and retaining volunteers on our projects, as well as coordinating our events. Melissa recently joined our team after serving as the Director of Education, Outreach, and Visitor Services for a local museum for four years.
- Program Coordinator Melanie Coss assists with the coordination and oversight of day-to-day administrative matters for our organization. She conducts client intake, counseling and follow up; conducts client eligibility determinations; arranges referrals; manages client data and files; handles property owner agreements and paperwork; and monitors occupancy for grant compliance. Melanie has extensive experience in project tracking and management; data management; and administrative support. She also has a Bachelors Degree.
- Program Assistant Sabrina Kastberg supports the Program Team, including assisting with paperwork and filing; scheduling site visits, contractor visits, and coordinating with the clients, etc. Sabrina has more than 20 years of experience in the mortgage lending

industry, as well as handling administrative and office duties for Charlton Electrical Contracting, which she co-owns.

- Rebuilding Together Saratoga County utilizes the services of a professional accountant, Marthanne Gershman, to assist with accounting and financial reporting. Marthanne holds a Bachelor of Science in Accounting from Russell Sage College, and she has more than 15 years of professional experience with accounting and financial management. She is responsible for fiscal management and tracking.
- Handyman Coordinator Dave Peters oversees our Handyman Program, which provides minor home safety improvements and addresses small-scale repairs that, if left unaddressed, will result in costlier, more extensive repairs in the future. Dave owned and operated a successful building supply company for more than 30 years. He also has extensive home construction and renovation experience.
- Weekday Warrior Coordinator Dean Guenther coordinates and oversees our Weekday Warrior volunteer team, which works year-round to complete projects for clients in need.
- We also utilize the services of Artikulere, LLC (Michaela Brown and Mary Lawrence) for grant writing, grant administration and marketing services. Artikulere has provided these services to various Rebuilding Together affiliates for 11 years. They are responsible for grant writing and assisting with grant administration, including compliance monitoring and reporting. They are also responsible for promoting projects via social media, newsletters and our website and creating press releases and other materials to recognize contributors to our program.

Budget Form 2
CONSTRUCTION / SITE DEVELOPMENT

	Entitlement Grant	Leveraged Funding	Total Activity Cost
PRECONSTRUCTION			
Legal			\$ -
Land Acquisition			\$ -
Engineering			\$ -
Architectural/Design			\$ -
Fees and Permits			\$ -
<i>Subtotal</i>	\$ -	\$ -	\$ -
DEVELOPMENT			
Relocation			\$ -
Site Preparation			\$ -
Construction - materials	\$ 55,000.00		\$ 55,000.00
Construction - labor	\$ 45,000.00		\$ 45,000.00
Construction Financing			\$ -
Other (please list below)			
			\$ -
			\$ -
			\$ -
<i>Subtotal</i>	\$ 100,000.00	\$ -	\$ 100,000.00
TOTAL COST	\$ 100,000.00	\$ -	\$ 100,000.00

**OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-133 --
MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS***

Organization*

Rebuilding Together Saratoga County

Mailing Address*

132 Milton Avenue Ballston Spa, 12020

Federal ID*

20-0530683

Phone #*

518-587-3315

DUNS #*

621495873

Please identify your fiscal year (mth/yr to mth/yr):*

1/22 to 12/22

Please identify below the funding received during your LAST FISCAL YEAR.

CDBG Activity Name*

If not applicable, please reply N/A.

Home Repairs for Low-Income Homeowners

CDBG Program Year*

2021

CDBG Funding Amount*

\$100,000 awarded
\$81,255 used in 2021

Other Federal Financial Awards (cash & non-cash):

Name & Catalog of Federal Financial Assistance (CFDA)#*

Federal Funding Amount*

USDA HPG 10.433

\$58,248.58

If not applicable, please reply N/A.

Name & CFDA #*

Federal Funding Amount*

HOME via NYS HCR

\$836,856.10

Name & CFDA #*

Federal Funding Amount*

During your last fiscal year, has your organization expended more than \$750,000 in total federal financial awards (incl. CDBG & all other federal assistance)?*

Yes

Single Audit Report* Upload a copy of your organization's latest Single Audit Report.

Attached

Are you aware of any financial audit violations, findings or questioned costs relating to any activity funded with federal financial assistance? *

No

Please describe:*

Not applicable

Other Saratoga County Awards (cash & non-cash):

Program Name*

Year*

Award Amount*

N/A

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If not applicable, please reply N/A.

Program Name*

Year*

Award Amount*

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Program Name*

Year*

Award Amount*

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Authorized Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.



BOARD OF DIRECTORS

EXECUTIVE DIRECTOR

Michelle Larkin

Bookkeeper

Marthanne Gershmann

Artikulere, LLC

Michaela Brown – Grant Writer

Mary Lawrence – Grants Admin

PROGRAM MANAGER

James Strack

PROJECT MANAGERS

Dan Symer
Jim Van Vorst

PROGRAM ASSISTANT

Sabrina
Kastberg

PROGRAM COORDINATOR

Melanie Coss

HANDYMAN COORDINATOR

Dave Peters

ReShop for the Good Store Manager

Terry Riley

ReShop for the Good Store Assistant

Corina Adelman

ReShop for the Good Store Assistant

Jack

COMMUNITY RELATIONS & OFFICE MANAGER

Clarice Nichols

VOLUNTEER & OUTREACH COORDINATOR

Melissa Murphy

WEEKDAY WARRIORS COORDINATOR

Dean Guenther

VOLUNTEERS



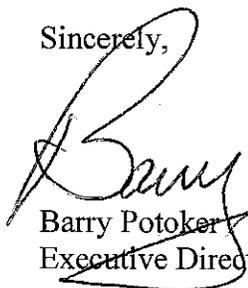
October 12, 2021

Ms. Michelle Larkin
Rebuilding Together Saratoga County
132 Milton Avenue
Ballston Spa NY 12020

Dear Michelle,

Since 2004, the Saratoga Builders Association has been proud and fortunate to contribute a portion of the proceeds from the Saratoga Showcase of Homes each year to Rebuilding Together Saratoga County. We fully expect to give RTSC at least \$25,000 this year and are thrilled to support this remarkable organization again this year.

Sincerely,



Barry Potoker
Executive Director



Rebuilding Together Saratoga County 2021 Accomplishments

Our mission is repairing homes, revitalizing communities, rebuilding lives, and our vision is safe homes and communities for everyone.

When qualified homeowners are not capable of making needed repairs, we coordinate the volunteers, contractors, tools and supplies necessary to fix the homes. These services are provided at no cost to the homeowner. We also rehabilitate properties that house qualifying nonprofit organizations serving our community. We focus our efforts on older adults, individuals living with disabilities, active and retired members of the armed services, and families with children.

In 2021, we:

- Provided repairs and accessibility modifications for 127 low-income households;
- Replaced five substandard manufactured homes for low-homeowners;
- Impacted the lives of 237 residents who live in the homes we serviced;
- Made improvements and repairs at six nonprofit facilities and community spaces;
- Launched our new Handyman Program, conducting 145 home safety visits and providing minor repairs for 44 low-income households; and
- Safely engaged 257 volunteers who gave 3,743 hours of their time to our neighbors in need.

55% of the households we served last year have a senior living in the home; and 64% have an individual living with a disability living in the home. 14% are veterans; and 12% have a child living in the home. Their average household income is \$27,763, which is below the “extremely low-income” threshold established by HUD. We helped some of the most vulnerable residents in our community have a safe, warm, healthy, and affordable place to call home!

This is an Equal Opportunity Program. Discrimination is prohibited by federal law.