

**DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
FINANCIAL STATEMENTS  
AND INDEPENDENT AUDITOR'S REPORT  
FOR THE YEARS ENDED JUNE 30, 2020 AND 2019**

**AND**

**REPORTS ON SINGLE AUDIT AND  
DECE REQUIRED SCHEDULES  
FOR THE YEAR ENDED JUNE 30, 2020**

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
JUNE 30, 2020  
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# ANTONIO A. SORIANO

## Certified Public Accountant

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### **Independent Auditor's Report on the Financial Statements**

To the Board of Directors of  
Dominican Women's Development Center, Inc.:

#### **Report on the Financial Statements**

I have audited the accompanying financial statements of Dominican Women's Development Center, Inc., which comprise the statements of financial position as of June 30, 2020 and 2019 and the related statements of activities, cash flows and functional expenses 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**

My responsibility is to express an opinion on these financial statements based on my audits. I conducted my 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 I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements.

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 risk 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, I 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

**Opinion**

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Dominican Women's Development Center, Inc. as of June 30, 2020 and 2019 and the changes in net assets and its cash flows for the years then ended in accordance with basis of accounting as described in Note 2, which is accounting principles other than those accounting principles generally accepted in the United States of America.

**Emphasis of Matter – Basis of Accounting**

I draw attention to Note 2 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified accrual basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. My opinion is not modified with respect to this matter.

**Other Matters**

These financial statements are for Dominican Women's Development Center, Inc.'s, EarlyLearn Program and do not present the financial position and results of operations of Dominican Women's Development Center Inc., and its affiliates in accordance with accounting principles generally accepted in the United States of America.

**Other Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, I have also issued my report dated January 12, 2021 on my consideration of Dominican Women's Development Center, Inc.'s internal control over financial reporting and my 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 my testing of internal control over financial reporting and the 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 Dominican Women's Development Center, Inc.'s internal control over financial reporting and compliance.



ANTONIO A. SORIANO  
Certified Public Accountant

Jamaica, NY  
January 12, 2021

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
STATEMENTS OF FINANCIAL POSITION  
AS OF JUNE 30, 2020 AND 2019

	DOE DECE Funded	CACFP	Sponsoring Agency	2020 Total	2019 Total
<b>ASSETS</b>					
Current assets					
Cash (Note 3)	\$ 500	\$ 585	\$ 192,415	\$ 193,500	\$ (96,607)
Receivables (Note 4)	97,576	3,244	844,940	945,760	823,792
Deposits and prepayments (Note 5)			33,626	33,626	33,626
Total assets	<u>\$ 98,076</u>	<u>\$ 3,829</u>	<u>\$ 1,070,981</u>	<u>\$ 1,172,886</u>	<u>\$ 760,811</u>
<b>LIABILITIES AND NET ASSETS</b>					
<b>LIABILITIES</b>					
Current liabilities					
Accounts payable and accrued expenses (Note 9)	\$	\$	237,248	\$ 237,248	\$ 450,927
Accrued vacation pay (Note 2J)			22,041	22,041	9,632
Other liabilities (Note 6)			747,960	747,960	357,198
Advance payable (Note 7)			131,521	131,521	161,544
Deferred revenue				-	-
Due to (from) Sponsor (Note 8)	98,076	3,829	(101,905)	-	-
Total liabilities	98,076	3,829	1,036,865	1,138,770	979,301
<b>NET ASSETS</b>					
Net assets					
Without donor restrictions			4,116	4,116	(218,490)
With donor restrictions			30,000	30,000	-
Total net assets	<u>-</u>	<u>-</u>	<u>34,116</u>	<u>34,116</u>	<u>(218,490)</u>
Total liabilities and net assets	<u>\$ 98,076</u>	<u>\$ 3,829</u>	<u>\$ 1,070,981</u>	<u>\$ 1,172,886</u>	<u>\$ 760,811</u>

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
STATEMENTS OF ACTIVITIES  
FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

	Without Donor Restrictions	With Donor Restrictions	2020 Total	2019 Total
Revenues and other support				
Grants from government agencies	\$ 3,511,044	\$	\$ 3,511,044	\$ 4,084,135
Grants from foundation and corporation	925,316	30,000	955,316	546,218
General contributions	37,568		37,568	165,505
Parent fees - EarlyLearn	24,376		24,376	93,037
Tuition income	30,803		30,803	81,847
Interest income	3		3	5
Refunds and other	10,378		10,378	4,368
Fund raising	210,035		210,035	244,828
In-kind (Note 12)	379,778		379,778	358,086
	<u>5,129,301</u>	<u>30,000</u>	<u>5,159,301</u>	<u>5,578,029</u>
Net assets release from restrictions:				
Program restrictions satisfied			-	-
Total Revenues and Support	5,129,301	30,000	5,159,301	5,578,029
Expenses				
Program expenses:				
DHHS ACF Early Head Start	970,997		970,997	967,716
NYS OCFS Healthy Family	352,616		352,616	572,402
NYS OVS Victim Assistance Program	114,653		114,653	353,562
DOH Hispanic Federation Navigator/ONA	165,716		165,716	122,298
NYS DOH AI HU Community Aids Center	180,772		180,772	256,093
NYS CACFP Food Program	54,513		54,513	81,600
NYC DOE EarlyLearn Program	1,780,415		1,780,415	1,759,111
NYC DYCD Education/Domestic Violence Service	153,624		153,624	131,365
WIN Program			-	44,058
PHS Health Improvement	77,020		77,020	78,308
Other Programs	531,198		531,198	506,020
Total Program Expenses	<u>4,381,524</u>	<u>-</u>	<u>4,381,524</u>	<u>4,872,533</u>
Management and general	571,608		571,608	639,219
Fund raising	189,366		189,366	339,653
Total Expenses	<u>5,142,498</u>		<u>5,142,498</u>	<u>5,851,405</u>
Increase in net assets	(13,197)	30,000	16,803	(273,376)
Net assets, beginning	(218,490)	-	(218,490)	54,886
Adjustments to net assets for prior period written off payables	235,803	-	235,803	-
Net assets, ending	<u>\$ 4,116</u>	<u>\$ 30,000</u>	<u>\$ 34,116</u>	<u>\$ (218,490)</u>

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
STATEMENTS OF CASH FLOWS  
FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

	<u>2020</u>	<u>2019</u>
Cash flows from operating activities:		
Net increase in net assets	\$ 16,803	\$ (273,376)
Adjustments to reconcile net increase in net assets to net cash provided (used) by operating activities:		
Depreciation	-	-
Changes in assets and liabilities:		
(Increase) decrease in receivables from grants and contracts	(121,968)	(95,846)
(Increase) decrease in deposits and prepayments	-	14,064
Increase (decrease) in accounts payable and accrued expenses	(213,679)	(65,325)
Increase (decrease) in accrued vacation pay	12,409	(14,341)
Increase (decrease) in other liabilities	390,762	307,198
Increase (decrease) in advance payable	(30,023)	161,544
Increase (decrease) in deferred revenue	-	(51,677)
Net cash provided (used) by operating activities	54,304	(17,759)
Cash flows from investing activities	-	-
Cash flows from financing activities	-	-
Net increase (decrease) in cash	54,304	(17,759)
Adjustment to net assets for prior period written off payables	235,803	-
Cash and cash equivalents, beginning	(96,607)	(78,848)
Cash and cash equivalents, ending	\$ <u>193,500</u>	\$ <u>(96,607)</u>
Supplemental Disclosure		
Interest paid	\$ <u>750</u>	\$ <u>333</u>

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
STATEMENTS OF FUNCTIONAL EXPENSES  
FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

	Program Services											Management and General	Fund Raising	2020 Total	2019 Total
	DHHS ACF Early Head Start	NYS OCFS Healthy Family	NYS OVS Victim Assistance	NYS DOH Hispanic Federation Navigator/ONA	NYS DOH AI Harlem United Community Aids Center	NYS CACFP Food Program	NYC ACS EarlyLearn Program	NYC DYCD/ DOVE Educ./Domestic Violence Service	PHS Health Improvement	Other Programs	Total				
Expenses:															
Salaries	\$ 620,984	\$ 245,323	\$ 53,743	\$ 100,361	\$ 122,544	\$ 4,313	\$ 1,217,293	\$ 93,433	\$ 39,642	\$ 290,856	\$ 2,788,492	\$ 73,843	\$ 440	\$ 2,862,775	\$ 3,075,755
Fringe benefits	119,585	36,245	9,313	16,713	24,094	358	341,615	12,195	5,273	47,797	613,188	30,382	668	644,238	857,520
Outside/Consulting services	48,962	5,745	80	393	1,104	2,621	50,777	6,460	9,055	15,031	140,228	16,099	13,672	169,999	183,612
Stipends								457		5,725	6,182			6,182	-
Occupancy	72,314	42,685	7,241	27,224	19,575		141,349	13,155	9,758	51,867	385,168	1,861		387,029	414,099
Travel	12,754	1,417	1,132	283	1,021			2,411	307	4,316	23,641	552	1,067	25,260	55,069
Meetings and workshops	9,637	6,311	14,136				3,000	3,210	745	25,979	63,018	18,188	545	81,751	42,823
Supplies	37,385	1,970	15,145	3,280	1,736	3,676	9,091	3,759	4,685	45,699	126,426	13,332	420	140,178	172,353
Maintenance & repairs	6,428		9,902			-	7,215	2,150		1,755	27,450	8,091		35,541	21,614
Printing	85		843	2,887						1,150	4,965	4,972	4,350	14,287	23,189
Participant services	15,813	1,561			79	-		400		11,250	29,103	162		29,265	30,541
Communication	16,941	5,223		2,444	3,591		2,349	6,599	1,123	11,970	50,240	1,329		51,569	65,759
Equipment lease & maintenance											-			-	14,997
Bank charges & merchant fees								79	185	844	1,108	2,300	3,619	7,027	7,611
Internet & Technology	2,466	199						428	636	2,307	6,036	2,163	2,340	10,539	20,359
Advertising	1,572	1,293		33				158		2,645	5,701		1,317	7,018	10,575
Insurance	4,436	1,259			2,676	-	7,726	369		1,948	18,414	8,724		27,138	75,843
Gala expense/invitations											-		137,257	137,257	145,830
Events		850				-					850	4,490	13,456	18,796	7,095
Postage	100	380	200	1,017					331	200	2,228	158	246	2,632	2,042
Dues and subscriptions	1,500	1,706								25	3,231	93	274	3,598	5,430
License and permits											-			-	6,816
Interest											-	750		750	333
Food						43,545					43,545			43,545	81,600
In-kind (Note 12)											-	379,778		379,778	358,086
Other	35	449	2,918	1,204	1,957	-		6,067	2,296	2,201	17,127	8,425	9,067	34,619	35,947
Bad debt expense (Note 4)											-	21,727		21,727	102,893
Indirect				9,877	2,395			2,294	2,984	7,633	25,183	(25,811)	628	-	33,614
Total	\$ 970,997	\$ 352,616	\$ 114,653	\$ 165,716	\$ 180,772	\$ 54,513	\$ 1,780,415	\$ 153,624	\$ 77,020	\$ 531,198	\$ 4,381,524	\$ 571,608	\$ 189,366	\$ 5,142,498	\$ 5,851,405

See notes to financial statements.



DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020 AND 2019

1. Organization and Nature of Business

Dominican Women's Development Center, Inc. ("DWDC") is a non-profit organization incorporated in pursuant to the Not-for-profit Corporation Law of the State of New York. The organization's main purpose is to provide quality childcare development and support services for families and children as well as a variety of after school academic enrichment programs. DWDC contracts with various government agencies to provide programs in Spanish literacy, English as a second language, job training and job readiness skills, immigration and naturalization information, educational workshops on the issues of management, domestic violence, leadership development prevention of child abuse and neglect, and self-esteem enhancement and support group for Latin women.

The Corporation is a not-for-profit organization operating under the internal Revenue Code Section 501 (c) (3) and is, therefore, not subject to Federal, State or City income taxes.

2. Summary of Significant Accounting Policies

A. Basis of Presentation

Dominican Women's Development Center, Inc.'s financial statements are presented consistent with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958, Not-for-Profit Organizations (ASC 958). Under FASB ASC 958, the corporation is required to report information regarding its financial position and activities according to two classes of net assets: with donor restrictions and without donor restrictions.

Update 2016-14 – Presentation of Financial Statements of Not-For-Profit Entities

The Financial Accounting Standards Board ("FASB") issued Accounting Standards Update 2016-14 in the Presentation of Financial Statements of Not-For-Profit Entities ("NFP").

The main provisions amend the requirements for financial statements and notes requirement and require an NFP to:

1. Present on the face of the statement of financial position amounts for two classes of net assets at the end of the period, rather than for the currently required three classes. That is, an NFP will report amounts for net assets with donor restrictions and net assets, without donor restrictions, as well as currently required amount for total net assets.
2. Present on the face of the statement of activities the amount of the change in each of the two classes of net assets rather than the currently required three classes. An NFP would continue to report the currently required amount of the change in total net assets for the period.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020 AND 2019

2. Summary of Significant Accounting Policies (Continued)

B. Basis of Presentation (Continued)

3. Continue to present on the face of the statement of cash flows the net amount for operating cash flows using either the direct or indirect method of reporting but no longer require the presentation or disclosure of the indirect method (reconciliation) if using the direct method.
4. Provide the following enhanced disclosures about:
  - a. Amounts and purposes of governing board designations, appropriations, and similar actions that result in self-imposed limits on the use of resources without donor-imposed restrictions as of the end of the period.
  - b. Composition of net assets with donor restrictions at the end of the period and how the restrictions affect the use of the resources.

The amendments in this Update are effective for annual financial statements issued for fiscal years beginning after December 15, 2017 and for interim period within the fiscal years beginning after December 15, 2018.

C. Basis of Accounting

The financial statements have been prepared on the modified accrual basis of accounting and accordingly reflect all significant receivables and payables.

D. Cash Equivalents

The organization considers as cash equivalents money market funds and all highly liquid resources, such as certificates of deposit, with an original maturity of three months or less. The organization did not have any resources that were considered as cash equivalents.

E. Receivables

All receivables are expected to be collected within one year and as such have been recorded at their net realizable value with no allowance for uncollected receivable.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020 AND 2019

2. Summary of Significant Accounting Policies (Continued)

F. Property and Equipment

The organization capitalizes certain property with estimated lives of three years or more. Capitalized assets are recorded at cost less accumulated depreciation. Depreciation is computed using the straight-line method over the useful lives of the assets.

Under the terms of the grant agreement, purchases of equipment, furniture, leasehold improvements, and other capital items are charged as expenditures as incurred and not capitalized and depreciated over the useful life of the assets.

G. Revenue Recognition

Program service revenue relates to fees received in exchange for program services. Revenue is recognized as earned when the program service is provided. Any revenue received which has not been earned is recorded as net assets with donor restrictions.

Contributions received are recorded as with donor restrictions and/or without donor restrictions, depending on the existence and/or nature of any donor restrictions. Support with donor restrictions is reported as an increase in net assets without donor restrictions if the restriction is released or expires in the reporting period in which the support is recognized.

H. Functional Allocation of Expenses

The costs of providing various programs and support services have been summarized on a functional basis in the statement of activities and in the statement of functional expenses. Accordingly, certain expenses have been allocated among the programs and supporting services based on the Agency's allocation plan and best estimates.

I. Risks and Uncertainties

Financial instruments that potentially subject Dominican Women's Development Center, Inc. ("Agency") to concentrations of credit risk consist principally of cash and accounts receivable. The Agency maintains its cash in bank deposit accounts, the balances of which, at times, may exceed federally insured limits. Exposure to credit risk is reduced by placing such deposits in high quality financial institutions. The Agency limits its exposure by performing periodic evaluations of the financial institution where it maintains its cash. Concentration of credit risk with respect to receivables is limited due to the fact that they are mainly derived from government agencies.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020 AND 2019

2. Summary of Significant Accounting Policies (Continued)

J. Vacation and Sick Leave

Full time employees shall accrue up to 20 days of paid vacation days a year. Full time employees may carry over no more than 10 unused vacation days to the following year and those carry over days must be used by the following December 31<sup>st</sup> or they may be forfeited. Part time employees who regularly work at least 20 hours per week are eligible for vacation time on a prorated basis. Part time employees may carry over no more than five unused vacation days to the following year and those carry over days must be used by the following December 31<sup>st</sup> or they may be forfeited.

Full time employees are eligible for 12 sick days per year. Part time employees who regularly work at least 20 hours per week are eligible for up to six sick days per year. An employee may carry up to three days of sick leave from year to year.

Vacation pay for \$22,041 and \$9,632 of US DHHS/ACF Early Head start program for fiscal year 2020 and fiscal year 2019, respectively, is accrued in the financial statement. Vacation and sick pay for other programs are recognized as expenditure at the time it is used during the year.

K. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures 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.

L. Accounting for Uncertainty in Income Tax

DWDC adopted the recognition requirement for uncertain income tax positions as required by accounting principles generally accepted in the United States of America. Income tax benefits are recognized for income tax positions taken or expected to be taken in a tax return, only when it is determined that the income tax position will more likely than not to be sustained upon examination by taxing authorities. There was no impact on the Agency's financial statements as a result of the implementation of Financial Accounting Standard Board's ASC 740-10. Accordingly, DWDC has not recorded any reserves or related accruals for interest and penalties for uncertain tax position as of June 30, 2020.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020 AND 2019

2. Summary of Significant Accounting Policies (Continued)

M. Subsequent Events Evaluation by Management

Management evaluates events occurring after the date of the financial statements to consider whether or not the impact of such events needs to be reflected in the financial statements. Such evaluation is performed through the date the financial statements were available to be issued, which was January 12, 2021 for these financial statements.

N. Summarized Comparative Totals

The financial statements include certain prior-year summarized comparative information in total. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in United States of America. Accordingly, such information should be read in conjunction with the Corporation's financial statements for the year ended June 30, 2019, from which the summarized information was derived.

3. Cash

Cash consisted of:

Cash in bank:

Sponsor:	<u>2020</u>	<u>2019</u>
Popular Community Bank		
Payroll checking account	\$ 16,659	\$ (66,735)
Checking accounts	173,406	(26,758)
Spring Bank		
Checking	0	(10,196)
Petty cash	2,350	2,350
DOE - DECE:		
Petty cash	500	500
CACFP:		
Banco Popular checking account	85	3,732
Petty cash	<u>500</u>	<u>500</u>
Total	\$ <u>193,500</u>	\$ <u>(96,607)</u>

All of the above account is non-interest-bearing account. Bank charges aggregating \$3,931 for 2020 and \$3,817 for 2019 were incurred during the years.

DOE – DECE EarlyLearn program utilizes the Sponsor's bank account for its operation. EarlyLearn transactions are clearly identified in the account.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020 AND 2019

4. Receivables

Receivables consisted of the following:

Funding Source	Balance at 6/30/2020	FY 20 Subsequent Collection	Balance at 6/30/2019	FY 19 Subsequent Collection	FY 19 Subsequent Write off
NYC Department of Education DECE - EL	\$ 97,576	\$ 51,952	\$	\$	\$
NYC ACS - EL FY19	16,963	A	16,963		
NYC ACS - EL FY19 parent fees			5,043	5,043	
NYC ACS - EL FY17	5,758	A	5,758		
USDA CACFP	3,244	3,244	6,710	6,710	
US DHHS	33,662	33,662	29,295	29,295	
NYS OCFS	72,927	66,383	79,455	79,455	
NYS OCFS-De La Rosa	25,000				
DOH AIDS Institute	78,207	65,510	77,330	77,330	
Hispanic Federation -ONA					
Hispanic Federation - Navigator	19,959	19,959	10,668	10,668	
Harlem United Community Aids Center			583		583
ACS - Voucher	14,245	14,245			
NYC DYCD	34,802	34,802	41,275	41,275	
Safe Horizon/DOVE	100,000	100,000	72,198	72,198	
NYS OVS	22,255		106,942	81,769	2,918
NYP DSRIP	58,171		32,564	28,639	3,925
NYS OCFS - LGBTQ			3,212	3,212	
Public Health Solution	18,644	18,644	33,628	33,628	
NYP WIN			15,788	7,508	8,280
NYP Youth Pub	11,470	11,470	35,062	33,541	1,521
New York Presbyterian	5,000	5,000			
Joe Torre Safe at Home	22,811	22,811			
Center for Community health Navigator	52,166	52,166			
ESL Education	100,000	A	100,000		
Research Foundation CUNY	31,250	31,250			
Gala	121,650	A	121,650		
Various organizations			29,668	25,168	4,500
Total	\$ 945,760	\$ 531,098	\$ 823,792	\$ 535,439	\$ 21,727

Of the uncollected receivables, a total of \$408,904 is outstanding for more than six months and a total of \$21,727 of above prior year receivables is deemed uncollectible and is being written off.

A - Carryforward from fy19

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020 AND 2019

5. Deposits and Prepayments

Deposits and prepayments consisted of the following:

	<u>2020</u>	<u>2019</u>
Rent security deposits	\$ <u>33,626</u>	\$ <u>33,626</u>

6. Other Liabilities

Other liabilities consisted of:

Funding/Program Service	FY 19 Balance	FY 20 Loan	FY 20 Payments	FY 20 Balance	
Funds for the City of New York	\$ 72,198	\$ 50,000	\$ 72,198	\$ 50,000	A
Hispanic Federation	275,000		200,000	75,000	B
Simon Morel	10,000		10,000	-	C
SBA Paycheck Protection Program		622,960	-	622,960	D
Total	\$ <u>357,198</u>	\$ <u>672,960</u>	\$ <u>282,198</u>	\$ <u>747,960</u>	

- A. The loan from Fund for the City of New York is to cover child care operating expenses pending receipt of funds from the NYC Administration for Children Services. This loan is at 1.5% interest rate. This loan is subsequently paid in full.
- B. The loan from Hispanic Federation is to bridge cash flow concerns related to delayed disbursement of City and State contracts. This loan is at zero interest if terms of agreement are fulfilled. This loan is subsequently paid in full.
- C. The loan from Simon Morell is to pay one month rent to Holyrood Church. This loan is at zero interest if terms of agreement are fulfilled. The loan is subsequently paid in full.
- D. On April 23, 2020, DWDC received loan proceeds in the amount of \$622,960 under the Paycheck Protection Program ("PPP"). Established as part of the Coronavirus Aid, Relief and Economic Security Act ("CARES Act"), the PPP provides for loans to qualifying businesses in amounts up to 2.5 times the business's average monthly payroll expenses. PPP loans and accrued interest are forgivable after a "covered period" (eight or 24 weeks) as long as the borrower maintains its payroll levels and uses the loan proceeds for eligible purposes, including payroll, benefits, rent, and utilities. The forgiveness amount will be reduced if the borrower terminates employees or reduces salaries during the covered period. Any unforgiven portion of a PPP loan is payable over two or five years at an interest rate of 1%, with a deferral of payments for 10 months after then end of the covered period. DWDC intends to use PPP loan proceeds for purposes consistent with the PPP and apply for forgiveness within 10 months of the end of the covered period.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020 AND 2019

6. Other Liabilities (Continued)

To the extent that DWDC is not granted forgiveness, DWDC will be required to pay interest on the PPP loan at a rate of 1% per annum. If the application for forgiveness is not made within 10 months of the end of the covered period, payments of principal and interest will be required through the maturity date. The terms of the loan provide for customary events of default, including payment defaults, breach of representation of warranties, and insolvency events. The PPP loan may be accelerated upon the occurrence of a default event.

7. Advance Payable

Advance payable consisted of the following:

Funding/Program Service	FY 19 Balance	Advance Made	Advance Recoupment	FY 20 Balance
ACS EarlyLearn	\$ 107,155	\$	\$	\$ 107,155
DOE EarlyLearn		419,455	419,455	-
OCFS Healthy Families	38,889	85,400	99,923	24,366
NYC DYCD Education	15,500		15,500	-
CMMI		5,000		5,000
Total	\$ 161,544	\$ 509,855	\$ 534,878	\$ 131,521

8. Due to (from) Sponsor

Due to (from) Sponsor consisted of EarlyLearn and CACFP expenses paid in the Sponsor's fund as follows:

Current year:	EarlyLearn	CACFP	Sponsor	Total
To (from) sponsor to DOE DECE	\$ 98,076	\$	\$ (98,076)	\$ -
To (from) sponsor to CACFP		3,829	(3,829)	-
Total	\$ 98,076	\$ 3,829	\$ (101,905)	\$ -
Prior year - FY19				
To (from) sponsor to ACS Early Learn	\$ (78,891)	\$	\$ 78,891	\$ -
To (from) sponsor to CACFP		10,942	(10,942)	-
Total	\$ (78,891)	\$ 10,942	\$ 67,949	\$ -

All of the above was subsequently liquidated.



DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020 AND 2019

9. Accounts payable and accrued expenses

\$1,864 of the \$237,248 of accounts payable and accrued expenses are more than six months old and remain unpaid as of the audit date.

10. Liquidity and availability

The organization's financial assets available to meet cash needs for general expenditures within one year of the dates of the statements of financial position include:

	<u>2020</u>	<u>2019</u>
Cash	\$ 193,500	\$ (96,607)
Accounts receivable	<u>945,760</u>	<u>823,792</u>
Total	\$ <u>1,139,260</u>	\$ <u>727,185</u>

The organization structures its financial assets to be available and liquid as its general expenditures, liabilities and other obligations become due.

11. Pension Plan

DWDC has a retirement plan that covers substantially all full-time employees. Under the plan, eligible employees may elect to contribute subject to Internal Revenue Service limits. The voluntary plan is funded solely by employee contribution. Funds are held by insurance company in a 403 (b) annuity arrangement. No employer contribution was made during the fiscal year.

12. In-Kind

The Dominican Women's Development Center, Inc. received in-kind for donation of goods and volunteer services in support of the following programs:

<u>Program</u>	<u>2020</u>	<u>2019</u>
DHHS/ACF Early Head Start	\$ 254,778	\$ 228,086
DOE DECE EarlyLearn	<u>125,000</u>	<u>130,000</u>
Total	\$ <u>379,778</u>	\$ <u>358,086</u>

Donated goods are valued at their estimated fair market value at the date of donation and services are valued at estimated comparable rate for similar service.

13. Related Parties

None

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020 AND 2019

14. Lease Commitment

DWDC occupies office spaces with future rental obligation as follows:

Landlord: 519-521 West 189<sup>th</sup> Street LLC  
Site: 519 West 189<sup>th</sup> Street, ground floor & basement, New York, NY 10040  
Term: 7/1/15 to 6/30/20 (extended to 6/30/25)

Future annual rental obligation:

<u>Year</u>	<u>Amount</u>
FY 21	\$ 61,209
FY 22	63,046
FY 23	64,937
FY 24	66,885
FY 25	<u>68,892</u>
Total	\$ <u>324,969</u>

Landlord: NYC Housing Authority (lease assigned to  
Pact Renaissance Collaborative, LLC as of 11/30/20)  
Site: 2340-46 Amsterdam Avenue, New York, NY 10033  
Term: three years starting 6/15/15, renewable for two years  
and extended to 6/14/22 on a month-to-month basis  
for \$10,083 per month

Landlord: Holyrood Episcopal Church  
Site: 715 West 179<sup>th</sup> Street, New York, NY 10033  
Term: 6/1/17 to 6/1/2027

Future annual rental obligation:

<u>Year</u>	<u>Amount</u>
FY 21	\$ 139,491
FY 22	146,468
FY 23	153,794
FY 24	161,482
FY 25	169,556
Thereafter	<u>348,681</u>
Total	\$ <u>1,119,472</u>

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2020 AND 2019

15. Contingent Liabilities

Grants and contracts are subject to audit by the funding agency. Any unresolved disallowed/questioned cost noted during an audit can result to a refund/payback to the funding agency.

16. Going Concern Evaluation by Management

- a) The Agency has experienced liquidity and cash flow issues over the past number of years, resulting to a Net Asset (deficit) of \$34,116 and (\$218,490) as of 6/30/20 and 6/30/2019, respectively. In response to alleviating doubts that the Agency can continue to operate as a going concern. The Agency management has implemented the following actions and intends to continue to implement additional processes and procedures on an on-going basis:
  - 1. The Agency increased emphasis will be placed on budget and program controls for ongoing government contracts, accurate and timely reporting to the Board of Directors for proper oversight and tighter cash flow processes.
  - 2. Simultaneously, the Agency will begin negotiations on a plan with NYC ACS and other organizations which will allow the Agency to address the liability while operating without significant liquidity issues in the near term.
- b) In March 2020, the United States declared the global pandemic novel coronavirus COVID-19 outbreak a national emergency. As a result, DWDC has suspended some of its activities at the direction of state and local government authorities, while other activities have been converted to virtual platforms. Management continues to monitor the potential impact of the outbreak on DWDC's operations. The financial impact of COVID-19 to the future operation of the Agency has not been fully evaluated by management. However, the Agency applied and received PPP loan in the amount of \$622,960.

# ANTONIO A. SORIANO

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### **Independent Auditors' 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 of  
Dominican Women's Development Center, Inc.:

I 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 Dominican Women's Development Center, Inc. ("Agency") which comprise the statement of financial position as of June 30, 2020 and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued my report thereon dated January 12, 2021.

#### Internal Control over Financial Reporting

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

My consideration of internal control was for the limited purpose described in the first paragraph of this section and was not design to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during my audit I did not identify any deficiencies in internal control that I 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 the Agency's financial statements are free of material misstatements, I 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 statements amounts. However, providing an opinion on compliance with these provisions was not an objective of my audit, and accordingly, I do not express such an opinion. The results of my 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 my 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.



ANTONIO A. SORIANO  
Certified Public Accountant

Jamaica, NY  
January 12, 2021

# ANTONIO A. SORIANO

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### **Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance**

To the Board of Directors of  
Dominican Women's Development Center, Inc.:

I have audited Dominican Women's Development Center, Inc.'s ("Agency") compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of the Agency's major federal programs for the year ended June 30, 2020. The Agency's major federal programs are identified in the summary of auditor's result 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

My responsibility is to express an opinion on compliance for each of the Agency's major federal programs based on my audit of the types of compliance requirements referred to above. I conducted my 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 I 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 the Agency's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances.

I believe that my audit provides a reasonable basis for my opinion on compliance for each major federal program. However, my audit does not provide a legal determination of the Agency's compliance.

## Report on Internal Control Over Compliance

Management of the Agency is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing my audit of compliance, I considered the Agency'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 under 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 with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of the Agency'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.

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

## Purpose of this Report

The purpose of this report on internal control over compliance is solely to describe the scope of my 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.



ANTONIO A. SORIANO  
Certified Public Accountant

Jamaica, NY  
January 12, 2021

# ANTONIO A. SORIANO

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### **REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Directors of  
Dominican Women's Development Center, Inc.:

I have audited the financial statements of Dominican Women's Development Center, Inc., as of and for the year ended June 30, 2020, and have issued my report thereon dated January 12, 2021, which contained an unmodified opinion on those financial statements. My audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedure, 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 my opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.



ANTONIO A. SORIANO  
Certified Public Accountant

Jamaica, NY  
January 12, 2021



SCHEDULE A

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
 FOR THE YEAR ENDED JUNE 30, 2020

<u>Federal grantor/pass-through grantor/program</u>	<u>Contract period</u>	<u>Federal CFDA No.</u>	<u>Contract Number</u>	<u>Program Amount of Award</u>	<u>7/1/19 to 06/30/20 Total Expenditures</u>	<u>7/1/19 to 06/30/20 Federal Portion</u>
Major Programs:						
U.S. Department of Health & Human Services						
Administration for Children and Families	1/1/19 to 12/31/19	93.600	02CH3116/05	921,010	417,644	417,644
Early Head Start Program	1/1/20 to 12/31/20	93.600	02CH3116/06	921,010	553,353	553,353
Non-major Programs:						
Pass -Through Funds:						
U.S. Department of Agriculture through NYS Department of Health	10/1/18 to 9/30/19	10.558	5957	N/A	19,047	19,047
Child & Adult Care Food Program	10/1/19 to 9/30/20	10.558	5957	N/A	35,466	35,466
U.S. Department of Justice Office of Violence Against Women through NYS Crime Victim Board						
Victim Assistance Program	10/1/18 to 9/30/19	16.575	C-100452	370,323	114,653	91,722
Total					\$ 1,140,163	\$ 1,117,232

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
JUNE 30, 2020

A. Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards ("SEFA") has been prepared in accordance with the Uniform Guidance, Audits of States, Local Governments, and Non-Profit Organizations. The purpose of the Schedule is to present a summary of those activities of the of Dominican Women's Development Center, Inc. for the year ended June 30, 2020, which have been financed by the U.S. Government ("Federal Awards"). For purposes of the Schedule, Federal Awards include all federal assistance entered into directly between Dominican Women's Development Center, Inc. and U.S. Department of Health and Human Services Administration for Children and Families (Direct) and NYS Child and Adult Care Food and NYS Crime Victims Board, the primary recipients of Federal government funds (pass-through), recorded on the modified accrual basis of accounting. CFDA numbers are provided when applicable.

B. Percentage of Federal Share

Following are the percentages of federal share of federal program expenditures:

US DHHS, Early Head Start Program	100%
USDA, through NYS DOH, Child & Adult Care Food Program	100%
US DOJ through CVB, Victim Assistance Program	80%

C. Indirect Cost

No indirect cost is included in the SEFA.

SCHEDULE B

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2020

Section I - Summary of Auditor's Result

Financial Statements

Type of auditor's report issued:	Unqualified
Internal Control over financial reporting:	
Any significant deficiency disclosed?	No
Any significant deficiency reported as material weakness?	No
Any material noncompliance disclosed?	No

Federal Awards

Internal Control over major programs:	
Any Significant deficiency disclosed for a major program?	No
Any Significant deficiency reported for any major program as a material weakness?	No
Type of auditor's report issued on compliance for major programs?	Unqualified
Any audit finding disclosed that are required to be reported in accordance with 2CFR 200.516(a)?	No

Identification of major programs:

<u>CFDA Number</u>	<u>Name of Federal Program or Cluster</u>
93.600	Health & Human Services-Administration for children and Families, Early Head Start Program
Dollar Threshold used to distinguish Type between A and Type B programs:	\$750,000
Auditee qualified as low-risk auditee?	No

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2020

Section II – Findings Related to Financial Statement Reported in accordance with Government Auditing Standards

Current year  
None

Prior year  
Finding No. 2019-001

Element

Timeliness of vendor payments and financial reporting

Criteria

Compliance with the accounting and reporting requirements of the funding source(s) are vital function in the governance of recipients of federal, state and NYC grants and contracts.

Condition

Some vendors are not paid within reasonable time and the agency's accounting books and records are not readily available for audit. Certain accounting transactions and adjustments were not booked completely, accurately and timely in accordance with government contract guidelines.

Effects

The submission of the required financial and audit reports to funding source(s) were significantly delayed.

Recommendation

The agency should evaluate whether their existing accounting and reporting processes is adequate to comply with the accounting and reporting requirements of government funding sources.

Follow-up

This deficiency has been resolved.

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### **INDEPENDENT AUDITORS' REPORT ON DECE SUPPLEMENTARY INFORMATION**

I have audited the financial statements of Dominican Women's Development Center, Inc., Budget ID No. 00-876, as of and for the year ended June 30, 2020 and have issued my report thereon dated January 12, 2021 which contained an unqualified opinion on those financial statements. My audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The EarlyLearn Supplementary Schedules, as required by Division of Early Childhood Education (DECE) on pages 28 to 40 are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the 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 financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in United States of America. In my opinion, the information is fairly stated in all material respects in relation to the financial statements taken as a whole.

This report is intended solely for the use of the Board of Directors, DECE and the City of New York Comptroller's Office. This restriction is not intended to limit the distribution of this report, which, upon acceptance by the DECE is a matter of public record.



ANTONIO A. SORIANO  
Certified Public Accountant

Jamaica, NY  
January 12, 2021

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
STATEMENT OF REVENUES AND EXPENDITURES  
DECE FUNDED - EARLY LEARN  
FOR THE YEAR ENDED JUNE 30, 2020

BUDGET CATEGORIES	ACS FUNDED						
	BUDGET	Actual Early Learn				Early Learn	Questioned Costs
	EarlyLearn	Child Care	Child Care UPK	Head Start	Total EarlyLearn (A)	Variance	
<b>REVENUE</b>							
EarlyLearn Revenue	\$ 1,780,415	\$ 1,521,154	\$ 170,993	\$ -	\$ 1,692,147	\$ 88,268	\$ -
Other revenue (disability, interest, etc)					-	-	
HRA Voucher					-	-	
CACFP					-	-	
Parents' Fees		24,376			24,376	(24,376)	
In-Kind Contribution					-	-	
Sponsor's Contribution					-	-	
Other Funding Source Revenue					-	-	
Total Revenue	1,780,415	1,545,530	170,993	-	1,716,523	63,892	-
<b>EXPENDITURES</b>							
Personnel Cost:							
Salaries	1,050,813	989,195	135,603		1,124,798	(73,985)	
Salaries - COLA					-	-	
Accrued vacation					-	-	
FICA	80,082	83,332	10,374		93,706	(13,624)	
FICA - COLA					-	-	
FICA - Accrued vacation					-	-	
Workers Compensation	12,151	32,107	379		32,486	(20,335)	
Unemployment Insurance	103,506	797	161		958	102,548	
Pension					-	-	
Disability insurance		4,872			4,872	(4,872)	
Health Insurance	290,522	180,192	24,476		204,668	85,854	
Substitutes	35,440	33,528			33,528	1,912	
Total Personnel Cost	1,572,514	1,324,023	170,993	-	1,495,016	77,498	-
Facilities Cost:							
Rent	133,859	138,834			138,834	(4,975)	
Property Taxes					-	-	
Water and Sewer					-	-	
Licensing & permits					-	-	
Insurance	4,175	7,726			7,726	(3,551)	
Alarm					-	-	
Maintenance & Repairs		7,215			7,215	(7,215)	
Utilities	16,201	2,515			2,515	13,686	
Telecommunications	8,101	2,349			2,349	5,752	
Total Facilities Cost	162,336	158,639	-	-	158,639	3,697	-
Family Child Care Stipends					-	-	
OTPS Cost:							
Instructional Supplies	8,100	7,277			7,277	823	
Office/Janitorial Supplies	12,151	1,814			1,814	10,337	
Equipment over \$5,000 - Child Care					-	-	
Postage		-			-	-	
Advertising		-			-	-	
Instructional Field Trips					-	-	
Training/Staff Development		3,000			3,000	(3,000)	
Transportation		-			-	-	
Food - CACFP					-	-	
Non-food related costs - CACFP					-	-	
Audit	3,038	6,591			6,591	(3,553)	
Parent Services					-	-	
Consultants - Programmatic	20,251	42,986			42,986	(22,735)	
Consultants - Administrative	2,025	1,200			1,200	825	
Other OTPS		-			-	-	
Total OTPS costs	45,565	62,868	-	-	62,868	(17,303)	-
Total EarlyLearn Cost	1,780,415	1,545,530	170,993	-	1,716,523	63,892	-
Excess (Deficiency) of Revenue Over (Under) Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
STATEMENT OF REVENUES AND EXPENDITURES  
DECE FUNDED - OTHER THAN EARLY LEARN  
FOR THE YEAR ENDED JUNE 30, 2020

BUDGET CATEGORIES	Other Than EarlyLearn		(A+B) Total DECE Funded
	DECE CC UPK Enhancement	Total Other Than EarlyLearn (B)	
<b>REVENUE</b>			
EarlyLearn Revenue	\$ 63,892	\$ 63,892	\$ 1,756,039
Other revenue (disability, interest, etc)	-	-	-
HRA Voucher	-	-	-
CACFP	-	-	-
Parents' Fees	-	-	24,376
In-Kind Contribution	-	-	-
Sponsor's Contribution	-	-	-
Other Funding Source Revenue	-	-	-
Total Revenue	<u>63,892</u>	<u>63,892</u>	<u>1,780,415</u>
<b>EXPENDITURES</b>			
Personnel Cost:			
Salaries	58,967	58,967	1,183,765
Salaries - COLA	-	-	-
Accrued vacation	-	-	-
FICA	4,511	4,511	98,217
FICA - COLA	-	-	-
FICA - Accrued vacation	-	-	-
Workers Compensation	115	115	32,601
Unemployment Insurance	49	49	1,007
Pension	-	-	-
Disability insurance	-	-	4,872
Health Insurance	250	250	204,918
Substitutes	-	-	33,528
Total Personnel Cost	<u>63,892</u>	<u>63,892</u>	<u>1,558,908</u>
Facilities Cost:			
Rent	-	-	138,834
Property Taxes	-	-	-
Water and Sewer	-	-	-
Licensing & permits	-	-	-
Insurance	-	-	7,726
Alarm	-	-	-
Maintenance & Repairs	-	-	7,215
Utilities	-	-	2,515
Telecommunications	-	-	2,349
Total Facilities Cost	<u>-</u>	<u>-</u>	<u>158,639</u>
Family Child Care Stipends	-	-	-
OTPS Cost:			
Instructional Supplies	-	-	7,277
Office/Janitorial Supplies	-	-	1,814
Equipment over \$5,000 - Child Care	-	-	-
Postage	-	-	-
Advertising	-	-	-
Instructional Field Trips	-	-	-
Training/Staff Development	-	-	3,000
Transportation	-	-	-
Food - CACFP	-	-	-
Non-food related costs - CACFP	-	-	-
Audit	-	-	6,591
Parent Services	-	-	-
Consultants - Programmatic	-	-	42,986
Consultants - Administrative	-	-	1,200
Other OTPS	-	-	-
Total OTPS costs	<u>-</u>	<u>-</u>	<u>62,868</u>
Total EarlyLearn Cost	<u>63,892</u>	<u>63,892</u>	<u>1,780,415</u>
Excess (Deficiency) of Revenue	\$ -	\$ -	\$ -
Over (Under) Expenditures	\$ -	\$ -	\$ -

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
STATEMENT OF REVENUES AND EXPENDITURES  
CCBG FUNDED - EARLY LEARN  
FOR THE YEAR ENDED JUNE 30, 2020

BUDGET CATEGORIES	BUDGET	CCBG FUNDED				Questioned Costs
	CCBG EarlyLearn	Child Care	FCCN	Total CCBG	Variance	
<b>REVENUE</b>						
EarlyLearn Revenue	\$ 1,609,422	\$ 1,521,154	\$ -	\$ 1,521,154	\$ 88,268	\$ -
Other revenue (disability, interest, etc)				-	-	
Parents' Fees		24,376		24,376	(24,376)	
Other Funding Source Revenue				-	-	
Total Revenue	<u>1,609,422</u>	<u>1,545,530</u>	<u>-</u>	<u>1,545,530</u>	<u>63,892</u>	<u>-</u>
<b>EXPENDITURES</b>						
Personnel Cost:						
Salaries	906,105	989,195		989,195	(83,090)	
Salaries - COLA				-	-	
Accrued vacation				-	-	
FICA	59,202	83,332		83,332	(24,130)	
FICA - COLA				-	-	
FICA - Accrued vacation				-	-	
Workers Compensation	12,151	32,107		32,107	(19,956)	
Unemployment Insurance	98,101	797		797	97,304	
Pension				-	-	
Disability insurance		4,872		4,872	(4,872)	
Health Insurance	290,522	180,192		180,192	110,330	
Substitutes	35,440	33,528		33,528	1,912	
Total Personnel Cost	<u>1,401,521</u>	<u>1,324,023</u>	<u>-</u>	<u>1,324,023</u>	<u>77,498</u>	<u>-</u>
Facilities Cost:						
Rent	133,859	138,834		138,834	(4,975)	
Property Taxes		-		-	-	
Water and Sewer		-		-	-	
Licensing & permits		-		-	-	
Insurance	4,175	7,726		7,726	(3,551)	
Alarm		-		-	-	
Maintenance & Repairs		7,215		7,215	(7,215)	
Utilities	16,201	2,515		2,515	13,686	
Telecommunications	8,101	2,349		2,349	5,752	
Total Facilities Cost	<u>162,336</u>	<u>158,639</u>	<u>-</u>	<u>158,639</u>	<u>3,697</u>	<u>-</u>
Family Child Care Stipends				-	-	
OTPS Cost:						
Instructional Supplies	8,100	7,277		7,277	823	
Office/Janitorial Supplies	12,151	1,814		1,814	10,337	
Equipment over \$5,000 - Child Care		-		-	-	
Postage		-		-	-	
Advertising		-		-	-	
Instructional Field Trips		-		-	-	
Training/Staff Development		3,000		3,000	(3,000)	
Transportation		-		-	-	
Audit	3,038	6,591		6,591	(3,553)	
Parent Services		-		-	-	
Consultants - Programmatic	20,251	42,986		42,986	(22,735)	
Consultants - Administrative	2,025	1,200		1,200	825	
Other OTPS		-		-	-	
Total OTPS costs	<u>45,565</u>	<u>62,868</u>	<u>-</u>	<u>62,868</u>	<u>(17,303)</u>	<u>-</u>
Total EarlyLearn Cost	<u>1,609,422</u>	<u>1,545,530</u>	<u>-</u>	<u>1,545,530</u>	<u>63,892</u>	<u>-</u>
Excess (Deficiency) of Revenue Over (Under) Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

See notes to financial statements.



DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
 SCHEDULE OF QUANTITATIVE PROGRAM RESULTS  
 CCBG FUNDED - EARLY LEARN  
 FOR THE YEAR ENDED JUNE 30, 2020

## ENROLLMENT:

1. Contracted slots per site	
a) Mama Tingo Child Care Center	95
Total	<u>95</u>
2. Number of classrooms per site	
a) Mama Tingo Child Care Center	6
Total	<u>6</u>
3. Number of children enrolled by site	
a) Mama Tingo Child Care Center	92
Total	<u>92</u>
4. Number of children in attendance by site	
a) Mama Tingo Child Care Center	60
Total	<u>60</u>
5. The average attendance for contract by site	
a) Mama Tingo Child Care Center	65%
Total average	<u>65%</u>

## COST:

✓ 1. Total expense for the contract	\$ <u>1,716,523</u>
✓ 2. Total expense by site	
a) Mama Tingo Child Care Center	\$ <u>1,716,523</u>
✓ 3. Average cost slots	\$ <u>28,609</u>
✓ 4. Average cost per site	
a) Mama Tingo Child Care Center	\$ <u>28,609</u>

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
 SCHEDULE OF ACCRUED VACATION  
 CCBG FUNDED - EARLY LEARN  
 FOR THE YEAR ENDED JUNE 30, 2020

Schedule of unused earned vacation and sick leave charged to CCBG funded program (below is for information only and is not accrued in the financial statements. Vacation and sick pay for EarlyLearn program are recognized as expenditure at the time they are used during the year)

Payroll Date	Employee # or Position	Accrued Vacation	FICA - Accrued Vacation	Total as of 6/30/2020
6/30/2020	001133	\$ 1,231	\$ 94	\$ 1,325
6/30/2020	000198	3,106	238	3,344
6/30/2020	000200	2,841	217	3,058
6/30/2020	001151	1,297	99	1,396
6/30/2020	000222	67	5	72
6/30/2020	000239	929	71	1,000
6/30/2020	000225	3,880	297	4,177
6/30/2020	001074	782	60	842
6/30/2020	001080	36	3	39
6/30/2020	001082	398	30	428
6/30/2020	000244	1,632	125	1,757
6/30/2020	000238	1,592	122	1,714
6/30/2020	001129	1,013	77	1,090
6/30/2020	000228	1,559	119	1,678
6/30/2020	000229	1,523	117	1,640
6/30/2020	000232	2,270	174	2,444
6/30/2020	001102	3,106	238	3,344
6/30/2020	000226	1,269	97	1,366
6/30/2020	000231	1,435	110	1,545
6/30/2020	000218	966	74	1,040
6/30/2020	000234	179	14	193
Total accrued vacation and FICA- accrued vacation		\$ 31,111	\$ 2,381	\$ 33,492

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
STATEMENT OF REVENUES AND EXPENDITURES  
NOT DECE FUNDED  
FOR THE YEAR ENDED JUNE 30, 2020

	NOT DECE FUNDED				
	ACTUAL				
BUDGET CATEGORIES	CACFP	Cash Contribution (Head Start)	In-Kind Contribution (Head Start)	Sponsor's Contribution (Other Than Head Start)	Other Funding Source
REVENUE					
EarlyLearn Revenue	\$	\$	\$	\$	\$
Other revenue (disability, interest, etc)					
HRA Voucher					
CACFP	54,513				
Parents' Fees					
In-Kind Contribution				125,000	
Sponsor's Contribution					
Other Funding Source Revenue					
Total Revenue	54,513	-	-	125,000	-
EXPENDITURES					
Personnel Cost:					
Salaries	4,313				
FICA	358				
Total Personnel Cost	4,671	-	-	-	-
Facilities Cost:					
Maintenance & Repairs					
Total Facilities Cost	-	-	-	-	-
OTPS Cost:					
Food - CACFP	43,545				
Non-food related costs - CACFP	3,676				
Consultants - Programmatic	2,621				
Other OTPS	-	-		125,000	
Total OTPS costs	49,842	-	-	125,000	-
Total	54,513	-	-	125,000	-
Excess (Deficiency) of Revenue					
Over (Under) Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
STATEMENT OF HEAD START EXPENSES BY PROGRAM YEAR  
FOR THE YEAR ENDED JUNE 30, 2020

N/A

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
STATEMENT OF NON-FEDERAL SHARE EXPENSES BY PROGRAM YEAR - HEAD START  
FOR THE YEAR ENDED JUNE 30, 2020

N/A

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
SCHEDULE OF EQUIPMENT INVENTORY  
AS OF JUNE 30, 2020

Current Year Purchases (with total acquisition cost per unit of at least \$5,000 or above and purchased between 7/1/19 to 6/30/20)

Description	Quantity	Serial# or Asset Tag#	Date Purchased or Acquired	Date Sold or Disposed	Funding Source (Either GP or ACW)	Acquisition Cost Allocated to Child Care	Acquisition Cost Allocated to Head Start	Acquisition Cost Allocated to Health & Safety	Acquisition Cost Allocated to Sandy Relief	Total Cost
						\$	\$	\$	\$	\$
None (No item purchased/acquired in excess of \$5,000 per item)										
										Grand Total \$

Prior Years Purchases (with total acquisition cost per unit of at least \$5,000 or above and purchased between 7/1/12 to 6/30/19)

Description	Quantity	Serial# or Asset Tag#	Date Purchased or Acquired	Date Sold or Disposed	Funding Source (Either GP or ACW)	Acquisition Cost Allocated to Child Care	Acquisition Cost Allocated to Head Start	Acquisition Cost Allocated to Health & Safety	Acquisition Cost Allocated to Sandy Relief	Total Cost
						\$	\$	\$	\$	\$
None (No item purchased/acquired in excess of \$5,000 per item)										
										Grand Total \$

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
SCHEDULE OF DUE TO OR DUE FROM DECE  
FOR THE YEAR ENDED JUNE 30, 2020

Due (to) or due from DECE at 6/30/19	\$ -
Cash received/advances from DECE	
Current year	1,658,463
Plus other funds collected:	
Parents fees	<u>24,376</u>
Total funds available	1,682,839
Less claimable expenditures:	
Expenditures	1,780,415
Less: Accrued Vacation	-
Less: FICA Accrued Vacation	-
Less: Questioned Cost	-
Total claimable expenditures	<u>1,780,415</u>
Due (to) or due from DECE at 6/30/20	\$ <u>97,576</u> A

A - \$51,952 of current year receivable was subsequently received from DECE.

See notes to financial statements.

**DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.**  
**SCHEDULE OF ACCRUED VACATION**  
**FOR THE YEAR ENDED JUNE 30, 2020**

Schedule of unused earned vacation and sick leave charged to CCBG funded programs (below is for information only and is not accrued in the financial statements. Vacation and sick pay for EarlyLearn program are recognized as expenditure at the time they are used during the year)

Payroll Date	Employee # or Position	Accrued Vacation	FICA - Accrued Vacation	Total as of 6/30/2020
6/30/2020	001133	\$ 1,231	\$ 94	\$ 1,325
6/30/2020	000220	61	5	66
6/30/2020	000198	3,106	238	3,344
6/30/2020	000224	1,351	103	1,454
6/30/2020	000200	2,841	217	3,058
6/30/2020	001151	1,297	99	1,396
6/30/2020	000222	67	5	72
6/30/2020	000239	929	71	1,000
6/30/2020	000225	3,880	297	4,177
6/30/2020	001074	782	60	842
6/30/2020	001080	36	3	39
6/30/2020	001082	398	30	428
6/30/2020	000244	1,632	125	1,757
6/30/2020	000238	1,592	122	1,714
6/30/2020	001129	1,013	77	1,090
6/30/2020	000228	1,559	119	1,678
6/30/2020	000229	1,523	117	1,640
6/30/2020	000232	2,270	174	2,444
6/30/2020	001102	3,106	238	3,344
6/30/2020	000226	1,269	97	1,366
6/30/2020	000231	1,435	110	1,545
6/30/2020	000230	1,815	139	1,954
6/30/2020	000218	966	74	1,040
6/30/2020	000227	1,591	122	1,713
6/30/2020	000234	179	14	193
Total accrued vacation and FICA- accrued vacation		\$ <u>35,929</u>	\$ <u>2,750</u>	\$ <u>38,679</u>

See notes to financial statements.



DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
SCHEDULE OF PAY PARITY  
FOR THE YEAR ENDED JUNE 30, 2020

NONE

See notes to financial statements.

DOMINICAN WOMEN'S DEVELOPMENT CENTER, INC.  
NOTES TO SUPPLEMENTAL DECE REQUIRED SCHEDULES  
JUNE 30, 2020

1. Basis of Presentation

The accompanying Supplemental DECE Required Schedules has been prepared in accordance with DECE EarlyLearn NYC Provider Organization Audit Guidelines. The purpose of the schedules is to fully identify and account for DECE funds for each and every program. These schedules assist DECE in determining how well the agency is performing financially, and are used for the close-out of each contract and to determine the due to or due from DECE and or the agency.

2. Payroll Distribution

Payroll distribution and/or floor check required by the DECE EarlyLearn Audit Guidelines could not be performed due to the timing of our field work. However, alternate procedures such as examining employee's W-4, timesheet, payroll check and personnel folder were performed to meet the requirement.

3. Contractor's Contributions

The Agency's contractor contribution totaled \$125,000. The EarlyLearn day care program expenditures totaled \$1,780,415. The required contractor's contribution for all child care funded programs is 6.7% of the total cost of the program. Contractor contribution is 7% of the total cost of the program. The in-kind is based on the fair market value of services provided to the program. Services are valued based on the market rate of volunteers' time spent in the program. The program has met the contractor contribution requirement.

4. Cost of Development and Administration

The Agency's total administration of \$356,596 is 23% of the EarlyLearn expenditures of \$1,545,530. Allowable cost for developing and administering a program may not exceed 25% of the total approved cost of the program for child care. The program has met the limitation requirement.

5. Parent Fees (Child Care)

	<u>Current Year</u>	<u>Prior Year</u>
Actual total parent fees collected (Child Care)	\$ 24,376	\$ 91,783
Approved Budget	\$ 70,000	\$ 110,000

6. Equity Concept

Under the terms of the City of New York, Department of Education (DECE) grant, all monies not spent according to the grant agreement and budgets are to be returned to the City of New York. Therefore, the agency does not maintain any equity in the grant and any excess of assets over liabilities is shown as due to DECE.