

# **Cancer Family Care, Inc.**

**Financial Statements  
December 31, 2015 with  
Summarized Comparative Totals for December 31, 2014, and  
Independent Auditors' Report**

**CANCER FAMILY CARE, INC.**  
**December 31, 2015 with Summarized Comparative Totals for December 31, 2014**

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## Independent Auditors' Report

To the Board of Trustees  
Cancer Family Care, Inc.  
Cincinnati, Ohio

We have audited the accompanying financial statements of Cancer Family Care, Inc. (a nonprofit organization) which comprise the statement of financial position as of December 31, 2015, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

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

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit 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 financial statements are free from material misstatement.

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

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

### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Cancer Family Care, Inc. as of December 31, 2015, and the change in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Independent Auditors' Report  
(Continued)**

**Report on Summarized Comparative Information**

We have previously audited Cancer Family Care, Inc.'s 2014 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated July 1, 2015. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2014, is consistent, in all material respects, with the audited financial statements from which it has been derived.

*Barnes, Dunning & Co., Ltd.*

July 6, 2016  
Cincinnati, Ohio

**CANCER FAMILY CARE, INC.**

**Statement of Financial Position  
December 31, 2015 with Summarized Comparative Totals for December 31, 2014**

	<u>2015</u>	<u>2014</u>
<b>Assets</b>		
Cash and cash equivalents	\$ 382,250	\$ 933,371
Accounts receivable, net	28,634	9,170
Bequests and pledges receivable, net	255,801	-
United Way allocation receivable - due within one year	292,186	285,186
Prepaid expenses and other assets	8,605	5,669
Investments	719,743	343,912
Property and equipment, net	<u>9,120</u>	<u>7,989</u>
Total assets	<u><u>\$ 1,696,339</u></u>	<u><u>\$ 1,585,297</u></u>
<b>Liabilities and Net Assets</b>		
<b>Liabilities</b>		
Accounts payable	\$ 12,511	\$ 22,446
Accrued expenses	<u>45,127</u>	<u>33,157</u>
Total liabilities	<u>57,638</u>	<u>55,603</u>
<b>Net Assets</b>		
Unrestricted		
Undesignated	21,127	306,745
Operating reserve	343,524	473,090
Board designated endowment funds	<u>575,820</u>	<u>202,594</u>
Total unrestricted net assets	<u>940,471</u>	<u>982,429</u>
Temporarily restricted	557,869	406,904
Permanently restricted	<u>140,361</u>	<u>140,361</u>
Total net assets	<u>1,638,701</u>	<u>1,529,694</u>
Total liabilities and net assets	<u><u>\$ 1,696,339</u></u>	<u><u>\$ 1,585,297</u></u>

See accompanying notes to financial statements

**CANCER FAMILY CARE, INC.**

**Statement of Activities**

**Year Ended December 31, 2015 with Summarized Comparative Totals for December 31, 2014**

	2015			2014 Total
	Unrestricted	Temporarily Restricted	Permanently Restricted	
<b>Revenues, gains and other support</b>				
United Way:				
Hamilton County	\$ 288	\$ 251,000	\$ -	\$ 251,288
Warren County	-	41,186	-	41,186
Grants	163,549	200,957	-	364,506
Bequests	200,000	150,000	-	350,000
Special events	294,793	-	-	294,793
Contributions	145,475	-	-	145,475
Contributed services	101,766	-	-	101,766
Patient service revenue	32,835	20,000	-	52,835
Investment return	(24,179)	1,148	-	(23,031)
Gain on sale of building	-	-	-	-
Net assets released from restrictions	513,326	(513,326)	-	-
<b>Total revenues, gains and and other support</b>	<b>1,427,853</b>	<b>150,965</b>	<b>-</b>	<b>1,578,818</b>
<b>Expenses</b>				
Individual and family counseling	759,311	-	-	759,311
Treehouse	181,291	-	-	181,291
Coping connection	126,963	-	-	126,963
<b>Total program expenses</b>	<b>1,067,564</b>	<b>-</b>	<b>-</b>	<b>1,067,564</b>
Management and general	133,808	-	-	133,808
Fundraising	268,439	-	-	268,439
<b>Total expenses</b>	<b>1,469,811</b>	<b>-</b>	<b>-</b>	<b>1,469,811</b>
<b>Change in net assets</b>	<b>(41,958)</b>	<b>150,965</b>	<b>-</b>	<b>109,007</b>
<b>Net assets, beginning of year</b>	<b>982,429</b>	<b>406,904</b>	<b>140,361</b>	<b>1,529,694</b>
<b>Net assets, end of year</b>	<b>\$ 940,471</b>	<b>\$ 557,869</b>	<b>\$ 140,361</b>	<b>\$ 1,529,694</b>

See accompanying notes to financial statements

**CANCER FAMILY CARE, INC.**

**Statement of Functional Expenses**  
**Year Ended December 31, 2015 with Summarized Comparative Totals for December 31, 2014**

	2015						2014 Total Expenses	
	Individual and Family Counseling	Treehouse	Coping Connection	Total Program Services	Management and General	Fundraising		Total Expenses
Salaries	\$ 362,309	\$ 109,999	\$ 53,625	\$ 525,933	\$ 79,749	\$ 81,812	\$ 687,494	\$ 670,623
Employee benefits	51,014	15,488	7,550	74,052	11,229	11,520	96,801	87,405
Payroll taxes	26,111	7,928	3,865	37,904	5,747	5,896	49,547	48,772
Total payroll-related expenses	439,434	133,415	65,040	637,889	96,725	99,228	833,842	806,800
Patient services	203,579	6,038	-	209,617	-	-	209,617	148,686
Contributed services	30,530	15,265	15,265	61,060	-	40,706	101,766	46,438
Special events	756	756	-	1,511	-	89,338	90,849	83,175
Professional fees	-	-	35,248	35,248	15,893	21,188	72,329	65,898
Supplies	13,902	4,221	2,058	20,181	3,060	3,139	26,380	27,911
Occupancy	24,273	7,369	3,593	35,235	5,343	5,481	46,059	30,223
Repairs and maintenance	11,316	3,436	1,675	16,427	2,491	2,555	21,473	79,220
Other	6,215	1,887	920	9,022	5,014	1,403	15,439	20,832
Telephone	7,121	2,162	1,054	10,337	1,568	1,608	13,513	14,013
Insurance	6,859	2,083	1,015	9,957	1,510	1,549	13,016	16,257
Travel	7,927	2,412	-	10,339	574	574	11,487	11,148
Promotion	5,134	1,559	760	7,453	1,130	1,159	9,742	10,655
Depreciation	2,265	688	335	3,288	500	511	4,299	18,949
2015 Total expenses	<u>\$ 759,311</u>	<u>\$ 181,291</u>	<u>\$ 126,963</u>	<u>\$ 1,067,564</u>	<u>\$ 133,808</u>	<u>\$ 268,439</u>	<u>\$ 1,469,811</u>	
2014 Total expenses	<u>\$ 732,617</u>	<u>\$ 180,151</u>	<u>\$ 95,469</u>	<u>\$ 1,008,237</u>	<u>\$ 137,706</u>	<u>\$ 234,262</u>		<u>\$ 1,380,205</u>

See accompanying notes to financial statements

## CANCER FAMILY CARE, INC.

### Statement of Cash Flows Year Ended December 31, 2015 with Summarized Comparative Totals for December 31, 2014

	2015	2014
<b>Cash flows from operating activities</b>		
Change in net assets	\$ 109,007	\$ (113,734)
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation	4,299	18,949
Gain on sale of building	-	(131,149)
Bad debt expense	-	4,000
Net realized and unrealized losses (gains) on investments	36,593	(7,013)
Change in:		
Accounts receivable, net	(19,464)	(529)
Bequests and pledges receivable, net	(255,801)	9,600
United Way allocation receivable - due within one year	(7,000)	21,583
Prepaid expenses and other assets	(2,936)	1,133
Accounts payable and accrued expenses	2,035	2,296
Net cash used by operating activities	(133,267)	(194,864)
<b>Cash flows from investing activities</b>		
Purchase of investments	(500,854)	(314,564)
Proceeds from sale of investments	88,430	365,449
Purchase of property and equipment	(5,430)	(3,634)
Proceeds from sale of building	-	395,862
Net cash provided (used) by investing activities	(417,854)	443,113
<b>Net change in cash and cash equivalents</b>	(551,121)	248,249
<b>Cash and cash equivalents, beginning of year</b>	933,371	685,122
<b>Cash and cash equivalents, end of year</b>	\$ 382,250	\$ 933,371

See accompanying notes to financial statements



# CANCER FAMILY CARE, INC.

## Notes to Financial Statements

### NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### *Nature of Operations*

Cancer Family Care, Inc. was incorporated as a not-for-profit corporation in the State of Ohio in 1971. Our mission is to provide counseling and understanding to patients and their families to help them cope with the devastating emotional impact that accompanies cancer and other chronic diseases. We serve Hamilton, Clermont, Brown, and Warren counties in Ohio, and Campbell, Boone and Kenton counties in Kentucky. Our revenue and other support are derived principally from contributions, federal and state grants, program service fees, and special events.

#### *Financial Statement Presentation*

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with our financial statements for the year ended December 31, 2014 from which the comparative information was derived.

The financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles (GAAP). We are required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets which have no donor-imposed restriction; temporarily restricted net assets which have donor-imposed restrictions that will expire in the future; and permanently restricted net assets which have donor-imposed restriction which do not expire.

#### *Fair Value Measurements*

GAAP has established a three-level hierarchy for fair value measurements based on transparency of valuation inputs as of the measurement date. The hierarchy is based on the lowest level of input that is significant to the fair value measurement. The three levels are defined as follows: Level 1 inputs are unadjusted quoted priced for identical assets in active markets; Level 2 inputs are observable quoted prices for similar assets in active markets; Level 3 inputs are unobservable and reflect management's best estimate of what market participants would use as fair value.

#### *Cash and Cash Equivalents*

We consider all liquid investments with original maturities of three months or less to be cash equivalents. At December 31, 2015 and 2014, cash equivalents consisted primarily of money market deposit accounts. We maintain cash in bank deposit accounts which, at times, exceed federally insured limits. We have not experienced any losses in such accounts and we believe we are not exposed to any significant credit risk.

#### *Accounts Receivable*

Our accounts receivable are stated at unpaid balances, less an allowance for doubtful accounts. We provide an allowance for doubtful accounts, which is based upon a review of outstanding receivables, historical collection information and existing economic conditions. Accounts past due more than 120 days are considered delinquent. We write off delinquent receivables based on individual credit evaluation and specific circumstances of the customer. No allowance for doubtful accounts was considered necessary at December 31, 2015 and 2014.

# CANCER FAMILY CARE, INC.

## Notes to Financial Statements (Continued)

### NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### ***Investments and Investment Return***

We carry investments in equity and debt securities at fair value. Investment return includes dividends, interest and other investment income and realized and unrealized gains and losses on investments.

Investment return is reflected in the statements of activities as unrestricted, temporarily restricted or permanently restricted based upon the existence and nature of any donor or legally imposed restrictions.

#### ***Property and Equipment***

We record property and equipment at cost or fair value at the time of the gift in the case of donated items. Depreciation is provided on a straight-line basis over the estimated useful lives of the respective assets. The cost of maintenance and repairs is expensed as incurred while significant improvements are capitalized.

#### ***Contributions***

We record gifts of cash and other assets at their fair value as of the date of contribution. Such donations are recorded as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts that are originally restricted by the donor and for which the restriction is met in the same time period are recorded as temporarily restricted and then released from restriction.

Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations about how long-lived assets must be maintained, we report expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

Unconditional promises to give expected to be collected within one year are reported at their net realizable value. We report unconditional gifts expected to be collected in future years at the present value of estimated future cash flows. The resulting discount is amortized and reported as contribution revenue. We recognize conditional promises to give as revenues when the conditions on which they depend are substantially met.

#### ***Contributed Services***

Contributions of services are recognized as revenue at their estimated fair value only when the services received create or enhance nonfinancial assets or require specialized skills possessed by the individual providing the service and the service would typically need to be purchased if not donated.

#### ***Grants***

We recognize support funded by grants as we perform the contracted services or incurs outlays eligible for reimbursement under the grant agreements. Grant activities and outlays are subject to audit and acceptance by the granting agency and, as a result of such audit, adjustments could be required.

## CANCER FAMILY CARE, INC.

### Notes to Financial Statements (Continued)

#### NOTE 1 ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

##### *Income Taxes*

We are exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and a similar provision of Ohio law. However, we are subject to federal income tax on any unrelated business taxable income.

Our IRS Form 990 is subject to review and examination by federal and state authorities. We believe we have appropriate support for any tax positions taken, and therefore, do not have any uncertain income tax positions that are material to the financial statements.

##### *Functional Allocation of Expenses*

The costs of supporting the various programs and other activities have been summarized on a functional basis in the statement of activities. Expenses have been classified based upon the actual direct expenditures and cost allocations based upon estimates of time spent by our personnel.

##### *Use of Estimates*

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

##### *Subsequent Event Evaluation*

In preparing our financial statements, we evaluated events subsequent to the statement of financial position date through July 6, 2016, which is the date the financial statements were available to be issued.

#### NOTE 2 BEQUESTS AND PLEDGES RECEIVABLE

Bequests and pledges receivable were \$255,801 and \$-0- as of December 31, 2015 and 2014, respectively. We expect bequests and pledges receivable to be collected within one year. No allowance for doubtful accounts was considered necessary at December 31, 2015 and 2014.

#### NOTE 3 INVESTMENTS AT FAIR VALUE

Investments at fair value consisted of the following:

	<u>2015</u>	<u>2014</u>
<b>Level 1:</b>		
Fixed income mutual funds	\$ 188,002	\$ 30,947
Equity securities and mutual funds	494,680	178,738
<b>Level 2:</b>		
Money market funds	37,061	134,227
	<u>\$ 719,743</u>	<u>\$ 343,912</u>

**CANCER FAMILY CARE, INC.**

**Notes to Financial Statements  
(Continued)**

**NOTE 3 INVESTMENTS AT FAIR VALUE (Continued)**

Fair value for investments is determined by reference to quoted market prices and other relevant information generated by market transactions. There were no assets measured using Level 3 inputs in 2015 and 2014.

Total investment return is comprised of the following:

	<u>2015</u>	<u>2014</u>
Interest and dividends	\$ 13,562	\$ 6,466
Net realized and unrealized gains (losses)	<u>(36,593)</u>	<u>7,013</u>
	<u><u>\$ (23,031)</u></u>	<u><u>\$ 13,479</u></u>

**NOTE 4 PROPERTY AND EQUIPMENT**

Property and equipment consisted of the following:

	<u>2015</u>	<u>2014</u>
Computer equipment	\$ 25,558	\$ 23,119
Less accumulated depreciation	<u>(16,438)</u>	<u>(15,130)</u>
	<u><u>\$ 9,120</u></u>	<u><u>\$ 7,989</u></u>

**NOTE 5 TEMPORARILY RESTRICTED NET ASSETS**

Temporarily restricted net assets are available for the following purposes or periods:

	<u>2015</u>	<u>2014</u>
For periods after December 31	\$ 472,987	\$ 285,186
Client assistance	57,017	90,345
Special research projects	12,480	12,472
Counseling services	7,885	7,944
Client database conversion	7,500	10,000
Accumulated endowment gains	<u>-</u>	<u>957</u>
	<u><u>\$ 557,869</u></u>	<u><u>\$ 406,904</u></u>

Net assets released from restriction consisted of the following:

	<u>2015</u>	<u>2014</u>
Time restrictions expired	\$ 285,186	\$ 290,560
Client assistance	203,484	141,946
Healing Hands Program	20,000	17,932
Spending policy	2,084	3,436
Client database conversion	2,500	-
Special research projects	<u>72</u>	<u>154</u>
	<u><u>\$ 513,326</u></u>	<u><u>\$ 454,028</u></u>

**CANCER FAMILY CARE, INC.**

**Notes to Financial Statements  
(Continued)**

**NOTE 6 PERMANENTLY RESTRICTED NET ASSETS AND ENDOWMENTS**

Permanently restricted net assets as of December 31 are restricted to the following:

	2015	2014
Arlene, Ida and Margy Klein Fund	\$ 13,929	\$ 13,929
Investments in perpetuity, the income of which is expendable to support any program activity	126,432	126,432
	\$ 140,361	\$ 140,361

The Arlene, Ida and Margy Klein Fund was a donor advised fund which the donor requested become part of our endowment fund during 2005, and is restricted such that the principal may not be expended. The donor agreed that up to 5% of the year-end market value in excess of the original may be utilized for donor-approved purposes.

As required by generally accepted accounting principles, net assets associated with endowment funds, including funds designated by the Board of Trustees to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

***Interpretation of Relevant Law***

Our Board of Trustees follows the Uniform Prudent Management of Institutional Funds Act (UPMIFA). UPMIFA provides guidance on matters concerning the governance and management of donor-restricted endowment funds. Under UPMIFA, the original value of donated gifts to the permanent endowment, the original value of subsequent gifts to the permanent endowment, and accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument are classified as permanently restricted net assets. The remaining portion of the donor-restricted endowment fund that is not classified as permanently restricted net assets is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the Board of Trustees.

***Endowment Net Asset Composition and Changes in Endowment Net Assets***

The endowment net asset composition by type of fund is as follows as of December 31:

	2015			
	Unrestricted	Temporarily Restricted	Permanently Restricted	
Donor-restricted endowment funds	\$ -	\$ -	\$ 140,361	\$ 140,361
Board designated endowment funds	575,820	-	-	575,820
Total funds	\$ 575,820	\$ -	\$ 140,361	\$ 716,181

  

	2014			
	Unrestricted	Temporarily Restricted	Permanently Restricted	
Donor-restricted endowment funds	\$ -	\$ 957	\$ 140,361	\$ 141,318
Board designated endowment funds	202,594	-	-	202,594
Total funds	\$ 202,594	\$ 957	\$ 140,361	\$ 343,912

## CANCER FAMILY CARE, INC.

### Notes to Financial Statements (Continued)

#### NOTE 6 PERMANENTLY RESTRICTED NET ASSETS AND ENDOWMENT (Continued)

The changes in endowment net assets were as follows:

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Endowment balance - 12/31/2013	\$ (1,417)	\$ 919	\$ 140,361	\$ 139,863
Transfer to endowment	197,794	-	-	197,794
Investment income, net of fees	1,255	1,021	-	2,276
Net appreciation (depreciation)	4,962	2,453	-	7,415
Appropriated expenditure	-	(3,436)	-	(3,436)
Endowment balance - 12/31/2014	\$ 202,594	\$ 957	\$ 140,361	\$ 343,912
Transfer to endowment	401,415	-	-	401,415
Investment income, net of fees	7,529	1,835	-	9,364
Net appreciation (depreciation)	(35,718)	(708)	-	(36,426)
Appropriated expenditure	-	(2,084)	-	(2,084)
Endowment balance - 12/31/2015	\$ 575,820	\$ -	\$ 140,361	\$ 716,181

#### ***Investment Policy***

Endowment assets include those assets of donor-restricted funds that the organization must hold in perpetuity and board-designated endowments. Under this policy, as approved by the Board of Trustees, the endowment assets are invested in a manner that is intended to produce results over three and five year rolling periods that produce total return (net of investment fees), that exceeds the rate of inflation, as measured by the Consumer Price Index, by 4%. The total return shall also exceed a Target Balanced Index composed of 65% of the Standard & Poor's 500 Stock Index (equities) and 35% of the Barclays Corporate Bond Index (fixed income). The total return for each manager for the discretionary assets is expected to rank above the median versus the Lipper Balanced Manager peer group. The volatility as measured by beta relative to the Target Balanced Index shall be no greater than 1.20 and the risk-adjusted performance, alpha, shall be positive. Actual returns in any given year may vary from this amount.

To achieve our objectives within prudent risk constraints, we target asset allocations of approximately 60% equity securities and 40% fixed income securities. International securities may comprise up to 10% of the total portfolio at market value.

Small-cap equity securities (less than \$1.5 billion market cap) may comprise up to 15% of the total portfolio at market value. International securities and small-cap equity securities, in aggregate, may not comprise greater than 25% of the total portfolio at market value. In the event of severe economic or market conditions which would negatively impact the endowment's assets, the investment manager may deviate from the stated asset structure upon notifying the Finance Committee and receiving the requisite approval. Any such decision must be explained in writing to the Finance Committee immediately thereafter. All asset allocations will be reviewed on a semi-annual basis.

#### ***Spending Policy***

Our current spending policy is to transfer 3% per year into unrestricted net assets or temporarily restricted net assets if directed by the donor. The endowments are maintained at their historic value annually. If the endowments have investment losses, they are replenished to their historic value from unrestricted net assets.

## CANCER FAMILY CARE, INC.

### Notes to Financial Statements (Continued)

#### NOTE 7 RETIREMENT PLAN

We have a defined contribution, noncontributory retirement plan that covers substantially all employees who are 21 years of age or older, and have worked for us at least one of the preceding five years. Contributions to the plan are based on 4% of the eligible employee's gross wages, as defined by the plan. Retirement expense was \$25,017 for 2015 and \$22,487 for 2014.

#### NOTE 8 LEASE COMMITMENTS

We lease copier equipment and office space under non-cancelable operating leases, which expire in various years through August 2018. One lease offers a year of rent abatement, and accordingly it is recorded on the straight-line basis with annual rental expense of \$22,800 per year. Rent expense for these leases included in the statement of activities was approximately \$36,234 in 2015 and \$13,879 in 2014.

Future annual minimum lease payments are as follows:

2016	\$	55,031
2017		6,401
2018		4,186
		<u>4,186</u>
	\$	<u>65,618</u>

#### NOTE 9 CONCENTRATIONS

Three funding sources comprised approximately 48% of our total revenues, gains and other support for 2015 and two funding sources comprised approximately 30% of our total revenues, gains and other support for 2014. One of those funding sources, United Way of Greater Cincinnati, was responsible for 44% of total receivables at December 31, 2015 and 85% at December 31, 2014.

One special event, The Wine Tasting Event, comprised approximately 17% of total revenues, gains and other support for 2015 and 20% for 2014.

#### NOTE 10 FUNCTIONAL EXPENSES

Direct costs are charged directly to the program for which they were incurred and cost allocations based upon estimates of time spent by our personnel. Total functional expense allocations are summarized for the year ended December 31 are as follows:

	<u>2015</u>	<u>2014</u>
Program services	73%	73%
Management and general	9%	10%
Fundraising	18%	17%
	<u>100%</u>	<u>100%</u>

**CANCER FAMILY CARE, INC.**

**Notes to Financial Statements  
(Continued)**

**NOTE 10 FUNCTIONAL EXPENSES (Continued)**

We also receive support from various fundraising events and other campaigns. Revenues recognized for special events and campaign contributions exceeded total fundraising costs by \$171,829 in 2015 and \$182,537 in 2014. Excluding fundraising cost, our allocation of operating expenses to program services and management and general is summarized as follows:

	<u>2015</u>	<u>2014</u>
Program services	89%	88%
Management and general	11%	12%
	<u>100%</u>	<u>100%</u>