

**THE FOOD BANK
OF WESTERN MASSACHUSETTS, INC.**
*FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION*
SEPTEMBER 30, 2020 AND 2019

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.
FINANCIAL STATEMENTS

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MeyersBrothersKalicka, P.C.

CERTIFIED PUBLIC ACCOUNTANTS
AND BUSINESS STRATEGISTS

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
The Food Bank of Western Massachusetts, Inc.

Report on the Financial Statements

We have audited the accompanying financial statements of The Food Bank of Western Massachusetts, Inc. ("The Food Bank", a nonprofit organization), which comprise the statements of financial position as of September 30, 2020 and 2019, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' 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 Food Bank'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 Food Bank'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 The Food Bank of Western Massachusetts, Inc. as of September 30, 2020 and 2019, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 13, 2021, on our consideration of The Food Bank of Western Massachusetts, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of The Food Bank of Western Massachusetts, Inc.'s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering The Food Bank of Western Massachusetts, Inc.'s internal control over financial reporting and compliance.

Maureen B. Kelly, P.C.

Holyoke, Massachusetts
January 13, 2021

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

**STATEMENTS OF FINANCIAL POSITION
SEPTEMBER 30, 2020 AND 2019**

ASSETS

	2020	2019
Current assets		
Cash	\$ 6,296,599	\$ 501,017
Cash-board designated reserves - current portion	120,066	90,420
Cash-restricted - current portion	205,029	190,140
Accounts and grants receivable	407,294	498,940
Pledges receivable	4,781	14,074
Inventory	1,334,497	706,028
Prepaid expenses	<u>55,557</u>	<u>51,066</u>
Total current assets	<u>8,423,823</u>	<u>2,051,685</u>
Property and equipment, net	<u>3,309,303</u>	<u>2,840,350</u>
Other assets		
Cash-board designated reserves	1,446,696	1,217,546
Cash-restricted	5,100	5,100
Investments- quasi-endowments	2,037,812	1,828,815
Investment at Community Foundation	<u>32,662</u>	<u>29,653</u>
Total other assets	<u>3,522,270</u>	<u>3,081,114</u>
Total assets	<u><u>\$ 15,255,396</u></u>	<u><u>\$ 7,973,149</u></u>

LIABILITIES AND NET ASSETS

Current liabilities		
Accounts payable	\$ 201,693	\$ 75,477
Accrued expenses	212,404	234,600
Deferred revenue	23,025	24,825
Due to member agencies	<u>32,240</u>	<u>20,129</u>
Total current liabilities	<u>469,362</u>	<u>355,031</u>
Net assets		
Without donor restrictions		
Operating	10,971,331	4,286,097
Board designated - quasi-endowments	2,037,812	1,828,815
Board designated - other reserves	<u>1,566,762</u>	<u>1,307,966</u>
	14,575,905	7,422,878
With donor restrictions	<u>210,129</u>	<u>195,240</u>
Total net assets	<u>14,786,034</u>	<u>7,618,118</u>
Total liabilities and net assets	<u><u>\$ 15,255,396</u></u>	<u><u>\$ 7,973,149</u></u>

The accompanying notes are an integral part of these financial statements.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

**STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED SEPTEMBER 30, 2020 AND 2019**

	<u>2020</u>	<u>2019</u>
Revenue and support without donor restrictions		
Donated food	\$ 9,598,871	\$ 10,627,626
U.S.D.A. food	6,168,813	2,183,645
MEFAP food	2,403,084	2,201,494
Food buy-in program	574,717	295,669
Donations	5,705,552	1,569,063
In-kind contributions-professional services/other	112,456	53,948
U.S.D.A. grant	471,573	374,626
MEFAP grant	134,525	132,900
Forgiveness of Paycheck Protection Program loan (Note 21)	503,100	-
Grants - corporate/foundations/other	3,313,472	831,092
Contract contributions	271,124	121,605
Membership fees, delivery fees, and miscellaneous	34,625	43,667
Shared maintenance fees- agencies	80,212	171,413
Special events	757,259	744,208
Distribution from endowed funds	48,200	46,700
Interest and dividends	67,309	67,109
Unrealized/realized gains on investments	165,923	44,792
Unrealized gain on investment at Community Foundation, net	<u>3,009</u>	<u>751</u>
Total revenue and support	<u>30,413,824</u>	<u>19,510,308</u>
Expense		
Programs	21,807,737	18,165,418
Administration	651,130	566,610
Development	<u>992,070</u>	<u>829,887</u>
Total expense	<u>23,450,937</u>	<u>19,561,915</u>
Change in net assets without donor restrictions (operations)	6,962,887	(51,607)
Net assets released for land purchase	<u>190,140</u>	<u>-</u>
Change in net assets without restrictions	<u>7,153,027</u>	<u>(51,607)</u>
Net assets with donor restrictions		
Restricted contributions	205,029	190,140
Released from restrictions - land purchase	<u>(190,140)</u>	<u>-</u>
Change in net assets with donor restrictions	<u>14,889</u>	<u>190,140</u>
Change in net assets	7,167,916	138,533
Net assets, beginning of year	<u>7,618,118</u>	<u>7,479,585</u>
Net assets, end of year	<u>\$ 14,786,034</u>	<u>\$ 7,618,118</u>

The accompanying notes are an integral part of these financial statements

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

	<u>Programs</u>	<u>Administration</u>	<u>Development</u>	<u>Total</u>
Salaries and related expenses				
Salaries	\$ 1,276,515	\$ 345,872	\$ 528,897	\$ 2,151,284
Employee benefits	267,259	66,975	99,782	434,016
Payroll taxes	<u>87,943</u>	<u>26,969</u>	<u>41,508</u>	<u>156,420</u>
Total salaries and related benefits	<u>1,631,717</u>	<u>439,816</u>	<u>670,187</u>	<u>2,741,720</u>
Food				
Donated food	9,670,446	-	-	9,670,446
MEFAP food	2,403,392	-	-	2,403,392
Purchased and discarded food	1,445,288	-	-	1,445,288
U.S.D.A. food	<u>5,714,719</u>	<u>-</u>	<u>-</u>	<u>5,714,719</u>
Total food	<u>19,233,845</u>	<u>-</u>	<u>-</u>	<u>19,233,845</u>
Other expenses				
Consultants	30,904	7,313	14,041	52,258
Depreciation	222,887	17,279	2,890	243,056
Direct mail	-	-	101,451	101,451
Equipment rental	-	7,178	-	7,178
Fees and subscriptions	7,741	12,085	55,934	75,760
Freight	42,524	-	-	42,524
In-kind expense - professional services/other	96,070	-	16,386	112,456
Insurance	23,454	43,627	7,085	74,166
Internet services and information technology	4,689	18,203	14,655	37,547
Legal and accounting	15,575	30,690	-	46,265
Office expenses	2,787	3,103	1,277	7,167
Postage and printing	5,821	7,364	16,603	29,788
Program expenses	58,213	-	-	58,213
Public relations/advertising	3,669	7,952	19,900	31,521
Repairs and maintenance	124,382	14,380	14,392	153,154
Special events	356	383	21,428	22,167
Staff training and conferences	7,566	32,807	970	41,343
Supplies	102,388	88	1,199	103,675
Telephone and telecommunications	9,127	1,679	2,169	12,975
Temporary help	70,453	1,919	26,338	98,710
Transportation and travel	9,485	2,858	2,995	15,338
Utilities	62,275	2,406	2,170	66,851
Vehicle expense	<u>41,809</u>	<u>-</u>	<u>-</u>	<u>41,809</u>
Total other expenses	<u>942,175</u>	<u>211,314</u>	<u>321,883</u>	<u>1,475,372</u>
Total expense	<u>\$ 21,807,737</u>	<u>\$ 651,130</u>	<u>\$ 992,070</u>	<u>\$ 23,450,937</u>

The accompanying notes are an integral part of these financial statements

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

	<u>Programs</u>	<u>Administration</u>	<u>Development</u>	<u>Total</u>
Salaries and related expenses				
Salaries	\$ 1,293,489	\$ 301,127	\$ 398,435	\$ 1,993,051
Employee benefits	290,130	57,836	83,778	431,744
Payroll taxes	<u>96,561</u>	<u>22,720</u>	<u>29,828</u>	<u>149,109</u>
Total salaries and related benefits	<u>1,680,180</u>	<u>381,683</u>	<u>512,041</u>	<u>2,573,904</u>
Food				
Donated food	10,745,536	-	-	10,745,536
MEFAP food	2,226,760	-	-	2,226,760
Purchased and discarded food	479,581	-	-	479,581
U.S.D.A. food	<u>2,043,988</u>	<u>-</u>	<u>-</u>	<u>2,043,988</u>
Total food	<u>15,495,865</u>	<u>-</u>	<u>-</u>	<u>15,495,865</u>
Other expenses				
Consultants	100,444	17,260	30,873	148,577
Depreciation	217,939	8,467	2,947	229,353
Direct mail	-	-	94,290	94,290
Equipment rental	5,367	924	1,625	7,916
Fees and subscriptions	8,588	10,740	26,422	45,750
Freight	51,745	-	-	51,745
In-kind expense - professional services/other	29,615	-	24,333	53,948
Insurance	28,928	20,317	6,065	55,310
Internet services and information technology	12,652	1,946	3,422	18,020
Legal and accounting	58,528	30,438	-	88,966
Office expenses	8,003	31,738	1,542	41,283
Postage and printing	7,001	7,167	13,637	27,805
Program expenses	31,952	-	-	31,952
Public relations/advertising	53,194	5,549	4,509	63,252
Repairs and maintenance	71,100	21,456	13,607	106,163
Special events	513	1,023	59,081	60,617
Staff training and conferences	17,380	4,224	2,121	23,725
Supplies	42,602	78	2,255	44,935
Telephone and telecommunications	13,341	3,674	3,478	20,493
Temporary help	58,509	13,996	20,836	93,341
Transportation and travel	32,173	2,950	4,154	39,277
Utilities	77,140	2,980	2,649	82,769
Vehicle expense	<u>62,659</u>	<u>-</u>	<u>-</u>	<u>62,659</u>
Total other expenses	<u>989,373</u>	<u>184,927</u>	<u>317,846</u>	<u>1,492,146</u>
Total expense	<u>\$ 18,165,418</u>	<u>\$ 566,610</u>	<u>\$ 829,887</u>	<u>\$ 19,561,915</u>

The accompanying notes are an integral part of these financial statements

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

**STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED SEPTEMBER 30, 2020 AND 2019**

	<u>2020</u>	<u>2019</u>
Cash flows from operating activities		
Change in net assets	\$ 7,167,916	\$ 138,533
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation	243,056	229,353
Unrealized/realized gains on investments	(165,923)	(44,792)
Unrealized gains on investment at Community Foundation, net	(3,009)	(751)
Donated securities	(25,304)	(20,619)
Net changes in assets and liabilities:		
Accounts and grants receivable	91,646	(311,316)
Pledges receivable	9,293	42,605
Inventory	(628,469)	(39,597)
Prepaid expenses	(4,491)	19,641
Accounts payable	126,216	(110,164)
Accrued expenses	(22,196)	59,821
Deferred revenue	(1,800)	1,075
Due to member agencies	<u>12,111</u>	<u>(5,206)</u>
Net cash provided by (used in) operating activities	<u>6,799,046</u>	<u>(41,417)</u>
Cash flows from investing activities		
Purchase of property and equipment	(712,009)	(159,907)
Proceeds from sale of donated investments	25,304	20,619
Purchase of investments	<u>(43,074)</u>	<u>(42,340)</u>
Net cash used in investing activities	<u>(729,779)</u>	<u>(181,628)</u>
Net increase (decrease) in cash and restricted cash	6,069,267	(223,045)
Cash and restricted cash, beginning of year	<u>2,004,223</u>	<u>2,227,268</u>
Cash and restricted cash, end of year	<u>\$ 8,073,490</u>	<u>\$ 2,004,223</u>
Cash included in cash and restricted cash, end of year:		
Cash	\$ 6,296,599	\$ 501,017
Cash-board designated reserves	1,566,762	1,307,966
Cash-restricted	<u>210,129</u>	<u>195,240</u>
Cash and restricted cash, end of year	<u>\$ 8,073,490</u>	<u>\$ 2,004,223</u>
Supplemental disclosures of non-cash operating activities		
Donated and governmental food support	\$ 18,170,768	\$ 15,012,765
Donated and governmental food expense	(17,788,557)	(15,016,284)
Donated in-kind support	112,456	53,948

The accompanying notes are an integral part of these financial statements

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

1. NATURE OF ORGANIZATION:

The Food Bank of Western Massachusetts, Inc. ("The Food Bank" or the "Organization") was founded in 1982. The mission of The Food Bank is "to feed our neighbors in need and lead the community to end hunger." The Food Bank distributes food directly and through a network of approximately 165 partner local feeding programs (pantries, meal sites, shelters and other social service programs) to an average of approximately 115,000 individuals monthly who are at risk of hunger or food insecurity. In addition to food distribution, The Food Bank provides SNAP outreach and enrollment, nutrition education, capacity building resources for the region's emergency food network, and public education and advocacy on hunger and food insecurity - not knowing where your next meal will come from.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Basis of accounting

The accompanying financial statements of The Food Bank have been prepared using the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America ("GAAP").

Accounting policy adopted

In May 2014, the Financial Accounting Standards Board ("FASB") issued Accounting Standards Update ("ASU") No. 2014-09, *Revenue from Contracts with Customers (Topic 606)*, as amended by subsequent ASUs (collectively, "ASU 606") which amends the existing accounting standards for revenue recognition and establishes principles for recognizing revenue upon the transfer of promised goods or services to customers in an amount that reflects the consideration to which an organization expects to be entitled in exchange for those goods or services. The Organization adopted this ASU effective October 1, 2019. The adoption of this ASU did not have a material impact on revenue recognition for the Organization.

In June 2018, the FASB issued ASU No. 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. The guidance assists organizations in (1) evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) within the Scope of Topic 958, Not-for-Profit Entities, or as exchange (reciprocal) transactions subject to other guidance and (2) determining whether a contribution is conditional. The Organization adopted this ASU effective October 1, 2019. The adoption of this ASU did not have a material impact on recognition of contributions for the Organization.

In November 2016, the FASB issued ASU No. 2016-18, *Statement of Cash Flows (Topic 230): Restricted Cash*. This impacts the presentation of the change in restricted cash on the statements of cash flows. Amounts generally described as restricted cash are included with cash when reconciling the beginning of year and end of year total amounts.

Revenue

Recognition of membership fees

The Organization offers its emergency food network members access to free food to distribute to households and capacity building resources, for a small annual fee. The fee is agreed to by member agencies and is determined based on entity type. The Organization recognizes revenue on these amounts over time. Deferred revenue on the Organization's statements of financial position consists of contract liabilities representing unearned revenues on these fees.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

Revenue (continued)

Recognition of food buy-in program, shared maintenance, and delivery fees

The Organization offers its members access to certain purchased food at a small mark-up over cost to offset the cost of administration and maintenance. The fee is agreed to by members at the time the food is ordered. Shared maintenance and delivery fees on donated food, authorized by Feeding America, are used to offset the cost of maintenance and delivery. These fees were waived during the third and fourth quarter of the fiscal year due to the COVID-19 pandemic. The Organization recognizes revenue on these amounts at the point in time when the member takes possession of the delivery.

The Organization's revenue is generated from the following types of arrangements at September 30:

	<u>2020</u>	<u>2019</u>
Donations (food and cash) *	\$ 24,838,608	\$ 17,516,176
Grants and contributions *	4,806,250	1,514,171
Membership fees	24,775	23,344
Food buy-in program	574,717	295,669
Shared maintenance and delivery fees	83,420	178,278
Investment income *	284,441	159,352
Miscellaneous *	6,642	13,458
Total revenue	<u>\$ 30,618,853</u>	<u>\$ 19,700,448</u>

*This revenue category is not subject to ASC 606. (certain grants are subject to ASC 606)

Contributions and grants

Unconditional contributions and grants are recorded as unrestricted revenue at the time the contribution or grant is made unless specifically restricted by the donor. Contributions related to special events are recorded as unrestricted revenue in the fiscal year during which the event was held. The Organization records donated food received using the price per pound provided by Feeding America. Contributions of assets other than cash and food are recorded at their estimated fair value. Donor pledges not considered conditional are recorded at their net realizable value in the period the promise was made.

Conditional promises to give represent gifts that depend on the Organization overcoming a donor-imposed barrier to be entitled to the funds. They are not recognized until the barrier is substantially met. Donor-restricted contributions that were initially conditional contributions whose restrictions are met in the same reporting period that revenue is recognized are classified as support within net assets without donor restrictions.

Donor restricted contributions or grants are recorded in net assets with donor restriction at the time they are made. These amounts are subsequently transferred to net assets without donor restriction at the time the Organization has met the purpose or time restrictions. Donor restricted contributions, whose restrictions are met in the same reporting period, have been reported as support without donor restrictions in the statement of activities.

In-kind professional services/other

In-kind services are recorded as contributions when those services create or enhance non-financial assets or require specialized skills provided by individuals possessing those skills and which would typically be purchased if not provided by donation. Other in-kind materials are recorded as contributions in the year received at their fair value on the date of receipt if an objective basis is available to measure such values.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

Accounts and grants receivable

Accounts and grants receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a charge to earnings and a credit to valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to receivables. There is no allowance for uncollectible accounts as of September 30, 2020 and 2019.

Pledges receivable

Unconditional promises to give that are expected to be collected within one year are recorded at net realizable value. Unconditional promises to give that are expected to be collected in future years are recorded at the present value of their estimated future cash flows. The Food Bank reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual pledges. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to pledges receivable. There is no allowance for uncollectible accounts as of September 30, 2020 and 2019.

Cash - board designated reserves

At September 30, 2020, board designated reserves include a certificate of deposit of \$879,732 with a schedule maturity date at November 5, 2020 and a savings account with a balance of \$687,030. At September 30, 2020, this certificate has a stated interest rate of 1.78%. At September 30, 2019, board designated reserves include certificates of deposit of \$858,255 which had a stated interest rate of 1.78% and a savings account with a balance of \$449,711. The certificates are recorded at cost plus any interest which has been reinvested.

Cash - with donor restrictions

The Food Bank received \$5,100 in donations during 2002 for the establishment of an endowment fund with donor restrictions. Under the terms of this fund, the corpus shall remain restricted and the income thereon may be used for general purposes of The Food Bank.

During the year ended September 30, 2020, The Food Bank received \$205,029 in donations for the purchase of a new building which is included in restricted cash. During the year ended September 30, 2019, The Food Bank received \$190,140 in donations for the purchase of a second farm which was included in restricted cash at September 30, 2019. The second farm was purchased during the year ended September 30, 2020.

Inventory

Categories of food inventory include donated food, purchased food, and government surplus food which is warehoused on behalf of the government by The Food Bank for redistribution. The Organization records donated food received using the price per pound provided by Feeding America as stated in the annual *Product Valuation Survey* as of December 31, 2018 and 2017. The Food Bank's donated food was valued using \$1.62 and \$1.68 for the years ended September 30, 2020 and 2019, respectively. Purchased food is stated at the lower of first-in, first out (FIFO) cost or net realizable value. Net realizable value represents the estimated selling price of the inventory, less reasonably predictable costs of completion, transportation, and disposal.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

Property and equipment

Property and equipment are stated at cost, net of the related depreciation. Maintenance and repairs are charged to expense as incurred. The Organization's policy is to capitalize property and equipment purchases greater than \$5,000 with a useful life greater than one year. Donated assets are stated at estimated fair value on the date of donation. Depreciation commences when the assets are placed into service and is recorded using straight line and accelerated methods over the following estimated useful lives of the assets:

Building and improvements	10 - 40 years
Furniture, fixtures and equipment	3 - 10 years
Motor vehicles	5 years

For the years ended September 30, 2020 and 2019, depreciation expense was \$243,056 and \$229,353, respectively.

Investments

Investments are stated at fair value using methodologies as discussed in Fair Value Measurements (Note 7). Gains and losses that result from market fluctuations are recognized in the period such fluctuations occur. Realized gains and losses resulting from sales or maturities are calculated on a specific identification basis. Dividend and interest income are accrued when earned and reported net of investment advisory fees.

Investment securities are exposed to various risks, such as interest rate, market and credit. Due to the level of uncertainty related to changes in interest rates, market volatility and credit risks, it is at least reasonably possible that changes in these risks could materially affect the fair value of investments and related activity reported in the financial statements.

Classification of net assets

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

Net assets without donor restrictions - Net assets without donor restrictions represents amounts that are not subject to donor-imposed restrictions. These funds are available to be used for the general purposes of the Organization and may be designated for specific purposes by action of the Board of Directors.

Net assets with donor restrictions - Net assets with donor restrictions represents amounts that are subject to donor-imposed stipulations. Certain net assets are temporary in nature and when a purpose or time stipulation is met, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Certain donor restricted net assets must remain in perpetuity and the earnings on these net assets may be used as stipulated.

Functional allocation of expenses

The cost of providing various programs and supporting activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated by management among programs and supporting services. Expenses are charged to programs and supporting services include those expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of The Food Bank. Occupancy expenses are allocated based upon square footage.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

Use of estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Income taxes

The Food Bank is a not-for-profit corporation organized under Chapter 180 of the laws of the Commonwealth of Massachusetts and is exempt from federal and state taxes under Section 501(c)(3) of the Internal Revenue Code and accordingly does not record a provision for income taxes on its changes in net assets. In addition, The Food Bank qualifies for the charitable contribution deduction under Section 170(b)(1)(A)(vi) and has been classified as an organization that is not a private foundation under Section 509(a)(2).

Uncertain tax positions

A tax position is deemed to include such things as the Organization's tax-exempt status, unrelated business income and the methodologies for allocating expenses to unrelated business income streams. Management has evaluated significant tax positions against the criteria established by professional standards and believes there are no such tax positions requiring accounting recognition. The Organization's tax returns are subject to examination by taxing authorities for all years ended on or after September 30, 2017.

Recent accounting standards

In February 2016, the FASB issued ASU No. 2016-02, *Leases*, as amended by subsequent ASU. As part of this new standard, there are significant changes that call for the treatment of current operating leases as capital leases, resulting in recognition by the lessee (the Organization) of a lease liability and a corresponding right-of-use asset. The lessor will recognize an asset representing its right to receive payments. The Organization is not required to apply the new standard until years beginning after December 15, 2021 (year ending September 30, 2023). The Organization may also early adopt the new standard. In preparation of this standard, management will be reviewing and evaluating all leases, review its capitalization policy, and assess the potential impact on any related financial covenants required by the Organization's financing arrangements.

3. LIQUIDITY AND AVAILABILITY OF ASSETS:

The Organization has financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date (September 30) as detailed below.

	2020	2019
Cash	\$ 6,296,599	\$ 501,017
Accounts and grants receivable	380,295	498,940
Total financial assets available for general expenditure	\$ 6,676,894	\$ 999,957

The Organization manages its liquidity by developing and adopting annual operating budgets that are designed to provide sufficient funds for general expenditures and allow the Organization to meet its liabilities and other obligations as they become due. The Organization has over \$2,000,000 (\$1,800,000 in 2019) of investments that could be liquidated for general expenditures should management deem it appropriate. In addition, the Organization maintains reserves that may be used for general expenditures upon board approval.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

3. LIQUIDITY AND AVAILABILITY OF ASSETS: (CONTINUED)

As more fully described in Note 9, the Organization also has a line of credit in the amount of \$500,000, which it could draw upon to meet cash flow needs. The available balance on this line was the full \$500,000 at September 30, 2020 and 2019.

4. PROPERTY AND EQUIPMENT:

Property and equipment consisted of the following at September 30, 2020 and 2019:

	<u>2020</u>	<u>2019</u>
Land	\$ 1,572,223	\$ 287,500
Building and improvements	3,683,423	3,664,423
Furniture, fixtures and equipment	1,116,736	1,046,626
Motor vehicles	694,020	640,845
Construction in progress	20,000	-
	<u>7,086,402</u>	<u>5,639,394</u>
Less: accumulated depreciation	<u>(3,042,099)</u>	<u>(2,799,044)</u>
Property and equipment, net	<u>\$ 3,309,303</u>	<u>\$ 2,840,350</u>

During the first quarter of fiscal year 2021, The Food Bank purchased land in Chicopee, Massachusetts in the approximate amount of \$449,000. During fiscal year 2020, The Food Bank paid a deposit on the land in the amount of \$20,000, which is included in construction in progress as of September 30, 2020.

5. INVESTMENTS:

The Food Bank considers these investments as a quasi-endowment. Investments consisted of the following at September 30, 2020 and 2019:

<u>Mutual Funds</u>	<u>2020</u>	<u>2019</u>
Large blend funds	\$ 1,035,414	\$ 900,407
Corporate bond funds	423,462	388,250
Short-term bond funds	388,357	370,253
Large growth funds	101,664	84,223
Foreign large blend funds	88,915	85,682
Total	<u>\$ 2,037,812</u>	<u>\$ 1,828,815</u>

6. INVESTMENTS AT COMMUNITY FOUNDATION:

The Food Bank transferred funds to the Community Foundation of Western Massachusetts ("CFWM") to establish The Food Bank of Western Massachusetts Fund. However, The Food Bank is the beneficiary of the Fund and could receive full distribution. The refundable advance which is stated at market value, was \$32,662 and \$29,653 at September 30, 2020 and 2019, respectively.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

7. FAIR VALUE MEASUREMENTS:

The Organization follows established guidelines for a fair value hierarchy that prioritizes the inputs used to measure fair value. An asset or liability's classification within the hierarchy is determined based on the lowest level input that is significant to the fair value measurement. This hierarchy prioritizes the inputs into three broad levels as follows:

- Level 1 Quoted prices (unadjusted) in active markets for identical assets or liabilities. Market price is generally obtained from exchange or dealer markets.
- Level 2 Inputs other than Level 1 that are observable, either directly or indirectly, such as quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the assets or liabilities. Inputs are obtained from various sources including market participants, dealers and brokers.
- Level 3 Unobservable inputs that are supported by little or no market activity as they trade infrequently or not at all and that are significant to the fair value of the assets or liabilities.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

The disclosure of fair value measurements is based upon information provided by Vanguard and CFWM and is reviewed by management. As of September 30, 2020 and 2019, all investments held by The Food Bank are considered to be Level 1.

The following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at September 30, 2020 and 2019.

Mutual Funds - are reported at fair value based on quoted market prices.

Investments - stated at fair value based on The Food Bank's share of assets held by the Community Foundation of Western Massachusetts.

8. DUE TO MEMBERS:

Due to members consists of funds held by The Food Bank on behalf of members for the purchase of food and/or to offset shared maintenance and delivery fees. As of September 30, 2020 and 2019, the due to members was \$32,240 and \$20,129, respectively.

9. LINE OF CREDIT:

The Food Bank has a line of credit with a bank with a maximum borrowing of \$500,000 with interest at the Wall Street Journal prime rate and due on demand. There was no outstanding balance on the line at September 30, 2020 and 2019.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

10. BOARD DESIGNATED RESERVES:

Board designated reserves are available for the following purposes at September 30, 2020 and 2019:

	<u>2020</u>	<u>2019</u>
Operating reserve	\$ 1,200,000	\$ 1,015,000
Capital reserve	190,714	290,094
Strategic opportunity reserve and disaster fund	176,048	2,872
	<u>\$ 1,566,762</u>	<u>\$ 1,307,966</u>

The Board fulfills the recommendation of Feeding America to maintain an operating reserve equal to three months of cash operating expenses but is not required to maintain this reserve if the Organization has positive working capital for the last two fiscal years.

The capital reserve fund is for repair, replacement or acquisition of capital asset expenditures related to facility and long-term capital investments and projects.

The strategic, opportunity and disaster fund is for unbudgeted programmatic, infrastructure, community and emergency food network support.

11. NET ASSETS WITH DONOR RESTRICTIONS:

Time or purpose restricted net assets are summarized as follows at September 30:

	<u>2020</u>	<u>2019</u>
Capital campaign – warehouse	\$ 205,029	\$ -
Food Bank farm	-	190,140
Endowment fund	5,100	5,100
	<u>\$ 210,129</u>	<u>\$ 195,240</u>

As of September 30, 2020, \$190,140 were restricted net assets that were released from donor restrictions. As of September 30, 2019, there were no time or purpose restricted net assets that were released from donor restrictions.

12. ENDOWMENTS:

Net assets associated with endowment funds are classified and reported based on the existence or absence of donor-imposed restrictions.

The objectives of the endowments are to maximize return within reasonable and prudent levels of risk, to preserve the purchasing power of the endowments' current assets and all future contributions over appropriate longer-term investment horizons and to control the costs of administering the endowments and managing the investments. The overall asset allocation for the endowments is 60% in equities and 40% in fixed income.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

12. ENDOWMENTS: (CONTINUED)

Effective June 21, 2018, the Board of Directors approved a spending policy for the endowments. The target spending rate shall be 4% as of the preceding March 31st, thirteen-quarter rolling average fair value of the fund.

Endowment net asset composition by type of fund as of September 30, 2020 is as follows:

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total Endowment Net Assets</u>
Endowment funds with donor restrictions	\$ -	\$ 5,100	\$ 5,100
Investments – quasi-endowments	2,037,812	-	2,037,812
	<u>\$ 2,037,812</u>	<u>\$ 5,100</u>	<u>\$ 2,042,912</u>

Endowment net asset composition by type of fund as of September 30, 2019 is as follows:

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total Endowment Net Assets</u>
Endowment funds with donor restrictions	\$ -	\$ 5,100	\$ 5,100
Investments – quasi-endowments	1,828,815	-	1,828,815
	<u>\$ 1,828,815</u>	<u>\$ 5,100</u>	<u>\$ 1,833,915</u>

Changes in endowment assets at September 30, 2020 are as follows:

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total Endowment Net Assets</u>
Endowment net assets, beginning of year	\$ 1,828,815	\$ 5,100	\$ 1,833,915
Additions/transfers	-	-	-
Dividend and interest income	43,074	-	43,074
Unrealized gain in investments	165,923	-	165,923
Endowment net assets, end of year	<u>\$ 2,037,812</u>	<u>\$ 5,100</u>	<u>\$ 2,042,912</u>

Changes in endowment assets as of September 30, 2019 are as follows:

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total Endowment Net Assets</u>
Endowment net assets, beginning of year	\$ 1,741,683	\$ 5,100	\$ 1,746,783
Additions/transfers	-	-	-
Dividend and interest income	42,340	-	42,340
Unrealized gain in investments	44,792	-	44,792
Endowment net assets, end of year	<u>\$ 1,828,815</u>	<u>\$ 5,100</u>	<u>\$ 1,833,915</u>

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

13. ENDOWED FUND:

In 2005, a donation of \$1,000,000 was made to the Community Foundation of Western Massachusetts (CFWM) to be held as an endowment for the benefit of The Food Bank. The endowment is an asset of CFWM because the donor granted variance power to CFWM over the use of the endowment. As the beneficiary of the endowment, The Food Bank is entitled to an annual income distribution calculated in accordance with CFWM's distribution policy, provided The Food Bank continues to serve the four counties of Western Massachusetts and uses the distribution for operating expenses previously disclosed to CFWM. The distribution cannot be used for capital expenditures. Any amount available for expenditure that is not distributed to The Food Bank in any year shall be added to the principal of the endowed fund. The Food Bank received \$48,200 and \$46,700 from the fund for the years ended September 30, 2020 and 2019, respectively.

14. DONATED FOOD, SUPPLIES AND SERVICES:

The Food Bank records in-kind support including food, materials and professional services that are used primarily in the food operations program.

Valuation of donated food items is based on the approximate average wholesale value of one pound of donated product as calculated in the Product Valuation Survey Methodology December 31, 2019 and 2018 prepared by KPMG for Feeding America. In fiscal year 2020, The Food Bank received approximately 15,702,000 pounds of food, and of this amount, approximately 6,898,000 pounds were donated. In fiscal year 2019, The Food Bank received approximately 12,537,000 pounds of food, and of this amount, approximately 6,076,000 pounds were donated.

Recognition of contributed materials is based on estimated fair value.

Contributed services are recognized if the services received (a) create or enhance long-lived assets or (b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. A number of unpaid volunteers have made significant contributions of their time to The Food Bank. Volunteer hours totaling approximately 9,497 and 15,800 were donated to The Food Bank for the years ended September 30, 2020 and 2019, respectively. The services provided by these volunteers do not meet the requirements for being recognized and, therefore are not reflected in these financial statements.

15. RETIREMENT PLAN:

The Food Bank has a 403(b) retirement plan (the "Plan") for all eligible employees. Under this Plan, the Organization contributed a matching contribution of up to 3% of eligible wages in fiscal year 2020 and 2019. The expense under this Plan for the years ended September 30, 2020 and 2019 totaled \$44,399 and \$44,767, respectively.

In addition, during September 2016, the board approved a discretionary contribution for employees with one to three years of service at 1% of eligible wages and a 5% discretionary contribution for employees with greater than three years of service. The contribution under this amendment was approximately \$59,000 and \$49,000 for the years ended September 30, 2020 and 2019, respectively.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

16. OPERATING LEASES:

The Food Bank has operating leases for various equipment with maturity dates through November 2022. The monthly payments on the leases range from \$95 to \$247, including additional expenses based on usage, for the years ended September 30, 2020 and 2019. The lease expense for the years ended September 30, 2020 and 2019 was \$7,180 and \$7,916, respectively.

Future minimum lease payments are approximately as follows:

<u>For the Years Ending September 30,</u>	<u>Amount</u>
2021	\$ 5,900
2022	2,400
2023	300
	<u>\$ 8,600</u>

17. LAND LEASES:

Bay Road Farm

The Food Bank leases a portion of land and a building located at 121 Bay Road, Hadley, Massachusetts ("The Food Bank Farm") to Mountain View Farms, LLC ("The Tenant"). The lease was renewed for the term commencing January 1, 2019 to December 31, 2021, with an option to negotiate a three-year lease agreement. The Tenant shall pay rent to The Food Bank in the form of 112,500 pounds of produce harvested from The Food Bank Farm or Mountain View Farm for each lease year. The lease agreement gives The Tenant access to the leased premises during each lease year for agricultural production and maintenance purposes. The Food Bank may terminate this agreement effective December 31st of any year in the event The Food Bank provides notice to The Tenant by September 1st of such year that The Food Bank Board of Directors has resolved to sell all or a portion of the leased premises. The Tenant may terminate the agreement effective December 31st of any year in the event The Tenant provided notice to The Food Bank by September 1st of such year.

Shattuck Road Farm

On March 20, 2020, The Food Bank purchased approximately 143 acres of land located at 32 Shattuck Road, Hadley, Massachusetts for use as a second farm. As part of this transaction, The Food Bank agrees to restrict use of the land to agricultural purposes in perpetuity and provides an option to the Commonwealth of Massachusetts, acting through the Massachusetts Department of Agricultural Resources, to purchase the land at its fair market agricultural value.

On April 1, 2020, The Food Bank entered into two separate agreements to lease 14 and 20 tillable acres to Atlas Farm, LLC and Lakeside Organics of Hadley, LLC (the "Tenants"), respectively, until December 31, 2021, with an option to negotiate a three-year lease agreement with each tenant. The Tenants shall pay rent to The Food Bank in the form of 14,500 and 12,780 pounds of produce harvested, respectively, from the leased premises or on other farm land for the lease year. The lease agreements give the Tenants access to the leased premises during each lease year for agricultural production and maintenance purposes. The Food Bank may terminate this agreement effective December 31st of any year in the event The Food Bank provides notice to the Tenants by September 1st of such year that The Food Bank Board of Directors has resolved to sell all or a portion of the leased premises. The Tenants may terminate the agreement effective December 31st of any year in the event The Tenants provided notice to The Food Bank by September 1st of such year.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

NOTES TO FINANCIAL STATEMENTS SEPTEMBER 30, 2020 AND 2019

18. CONTINGENCIES AND COMMITMENTS:

Compliance with contracts and agreements

Expenditures of funds provided by the various funding sources require compliance with terms and conditions specified in the related contracts and agreements. These expenditures are subject to audit by the contracting agencies. Any disallowed expenditures would become a liability of The Food Bank requiring repayment to the funding sources. Liabilities resulting from these audits, if any, will be recorded in the period in which the amount of liability is ascertained.

Coronavirus

The coronavirus ("COVID-19") has adversely affected and may continue to adversely affect the economic activity globally, nationally, and locally. While The Food Bank's operations did not halt, these economic conditions and other effects of the COVID-19 pandemic may, in the future, adversely affect The Food Bank. The extent of any financial impact on The Food Bank's operations will depend on future developments, including the duration of the pandemic, business interruption, and any related governmental or other regulatory actions, which can not be predicted at this time.

19. CONCENTRATION OF CREDIT RISK:

The Food Bank maintains its cash balances in financial institutions which are insured by the Federal Deposit Insurance Corporation ("FDIC") in amounts up to \$250,000. At various times during the period, the cash balances may exceed the insured amount. The Food Bank has not experienced any losses on these accounts. In addition, The Food Bank is covered by the Depositors Insurance Fund for amounts that exceed the FDIC limit. The Food Bank believes it is not exposed to any significant credit risk on cash and certificates of deposit.

The Food Bank's financial statements are impacted by not only the price per pound of donated food (see Note 2) that varies year to year, but also by the volume of food received versus distributed during the year.

20. RELATED PARTY TRANSACTIONS:

During the years ended September 30, 2020 and 2019, certain members of the Board of Directors were also representatives of The Food Bank member agencies.

During the year ended September 30, 2020, the Food Bank's Executive Director was a member of the Board of Directors of another non-profit that sold Shattuck farm to the Organization. There was no compensation received by the Executive Director for this transaction.

A member of the Board of Directors of The Food Bank is a senior vice president at a bank that provides services to The Food Bank. The balance in the cash accounts at this bank totaled \$8,068,390 and \$1,999,123 at September 30, 2020 and 2019, respectively. Interest income from this bank was \$23,851 and \$24,417 for the years ended September 30, 2020 and 2019, respectively.

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

**NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020 AND 2019**

21. SUBSEQUENT EVENTS:

Debt forgiveness

During the first quarter of fiscal year 2021, The Food Bank received forgiveness for their \$503,100 loan from the Paycheck Protection Program ("PPP Loan"). Forgiveness was granted on November 5, 2020 and The Food Bank recognized the \$503,100 as revenue on the Statement of Activities for the year ended September 30, 2020.

The Food Bank has evaluated events that have occurred subsequent to January 13, 2021, the date the financial statements were available to be issued.

SUPPLEMENTAL INFORMATION

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Pass-through Identifying Number	Total Federal Expenditures
U.S. Department of Agriculture, Food and Nutrition Services - <i>Pass-Through Massachusetts Department of Education</i>			
Emergency Food Assistance Program - Food Commodities	10.569		\$ 6,078,481
Emergency Food Assistance Program - Administrative Costs	10.568	SCDOE16758N70532126A	471,573
Total Food Distribution Cluster			<u>6,550,054</u>
Trade Mitigation Program – Eligible Recipient Agency Operational Funds	10.178		90,332
<i>Pass-Through Commonwealth UMass Medical School</i>			
Supplemental Nutrition Assistance Program (SNAP)	10.551		<u>271,124</u>
Total U.S Department of Agriculture, Food and Nutrition Services			<u>6,911,510</u>
Total Expenditures of Federal Awards			\$ <u>6,911,510</u>

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

1. BASIS OF PRESENTATION:

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of The Food Bank of Western Massachusetts, Inc. ("The Food Bank") under programs of the federal government for the year ended September 30, 2020. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* ("Uniform Guidance"). Because the Schedule presents only a selected portion of the operations of The Food Bank, it is not intended to and does not present the financial position, changes in net assets or cash flows of The Food Bank.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts, if any, shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available.

3. PASS-THROUGH STATE AGENCIES:

Expenditures of federal awards for funds passed through state agencies are based on information provided by the state agencies involved.

4. INDIRECT COST RATE:

The Food Bank elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance. Indirect cost rates are determined in the contract agreements with the passthrough entities.

5. SUBRECIPIENTS:

There were no payments to subrecipients in any of the federal awards programs during the year ended September 30, 2020.



MeyersBrothersKalicka , P.C.

CERTIFIED PUBLIC ACCOUNTANTS
AND BUSINESS STRATEGISTS

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
The Food Bank of Western Massachusetts, Inc.

We have audited, 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, the financial statements of The Food Bank of Western Massachusetts, Inc. ("The Food Bank") (a nonprofit "Organization"), which comprise the statement of financial position as of September 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 our report thereon dated January 13, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered The Food Bank of Western Massachusetts, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of The Food Bank of Western Massachusetts, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether The Food Bank of Western Massachusetts, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of The Food Bank of Western Massachusetts, Inc.'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 Food Bank of Western Massachusetts, Inc.'s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Maple Brothers Kelso, P.C.

Holyoke, Massachusetts
January 13, 2021



MeyersBrothersKalicka , P.C.

CERTIFIED PUBLIC ACCOUNTANTS
AND BUSINESS STRATEGISTS

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR THE MAJOR PROGRAMS AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors of
The Food Bank of Western Massachusetts, Inc.

Report on Compliance for Each Major Federal Program

We have audited The Food Bank of Western Massachusetts, Inc.'s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on The Food Bank of Western Massachusetts, Inc.'s major federal program for the year ended September 30, 2020. The Food Bank of Western Massachusetts, Inc.'s major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for The Food Bank of Western Massachusetts, Inc.'s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about The Food Bank of Western Massachusetts, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of The Food Bank of Western Massachusetts, Inc.'s compliance.

Opinion on Each Major Federal Program

In our opinion, The Food Bank of Western Massachusetts, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal programs for the year ended September 30, 2020.

Report on Internal Control over Compliance

Management of The Food Bank of Western Massachusetts, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered The Food Bank of Western Massachusetts, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of The Food Bank of Western Massachusetts, Inc.'s internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Myers Brothers Kelioka, P.C.

Holyoke, Massachusetts
January 13, 2021

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED SEPTEMBER 30, 2020

Section I - Summary of Auditors' Results

Financial Statements

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

Internal control over financial reporting:
Material weakness(es) identified? No
Significant deficiency(ies) identified? None reported

Noncompliance material to financial statements noted? No

Federal Awards

Internal control over major federal programs:
Material weakness(es) identified? No
Significant deficiency(ies) identified? None reported

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

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

Identification of major federal programs:

<u>CFDA Number</u>	<u>Name of Federal Program or Cluster</u>
10.568	Food Distribution Cluster:
10.569	Emergency Food Assistance Program (Administrative Costs)
	Emergency Food Assistance Program (Food Commodities)

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

Auditee qualified as low-risk auditee? Yes

Section II - Financial Statement Findings

No matters are reportable

Section III - Federal Award Findings and Questioned Costs

No matters are reportable

THE FOOD BANK OF WESTERN MASSACHUSETTS, INC.
SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS
SEPTEMBER 30, 2020

There were no findings or questioned costs for the year ended September 30, 2019.