

**NORTHERN TIER REGIONAL PLANNING
AND DEVELOPMENT COMMISSION**

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

JUNE 30, 2018

Northern Tier Regional Planning and Development Commission
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Independent Auditors' Report

Board of Directors
Northern Tier Regional Planning and Development Commission
Towanda, Pennsylvania

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of Northern Tier Regional Planning and Development Commission (the "Commission") as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

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 opinions 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 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 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 opinions.

Independent Auditors' Report
(Cont'd)

Board of Directors
Northern Tier Regional Planning and Development Commission

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of Northern Tier Regional Planning and Development Commission as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4a through 4g be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Commission's basic financial statements. The combining schedule of revenues and expenses-governmental funds on pages 26 - 27 and the accompanying Schedule of Expenditures of Federal Awards on pages 28 - 31, as required by the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Guidance Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining schedule of revenues and expenses – governmental funds and the Schedule of Expenditures of Federal Awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 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 combining schedule of revenues and expenditures – governmental funds and Schedule of Expenditures of Federal Awards are fairly stated, in all material respects, in relation to the financial statements taken as a whole.

Independent Auditors' Report
(Cont'd)

Board of Directors
Northern Tier Regional Planning and Development Commission

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 17, 2019, on our consideration of the Commission'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 Commission'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 Commission's internal control over financial reporting and compliance.

J. H. Williams & Co., LLP

March 17, 2019

Northern Tier Regional Planning and Development Commission
Management's Discussion and Analysis
June 30, 2018
(Unaudited)

This Management's Discussion and Analysis (MD&A) is intended to provide a narrative overview and analysis of the financial activities of the Northern Tier Regional Planning and Development Commission (the "Commission") for the year ended June 30, 2018 as compared to June 30, 2017. The Commission's financial performance is discussed and analyzed within the context of the financial statements and the disclosures that follow. This discussion focuses on the Commission's financial performance as a whole; readers should also review the basic financial statements and the notes thereto to enhance their understanding of the Commission's financial performance.

Financial Highlights

The overall net assets were \$5,167,711 as of June 30, 2018, an increase of \$44,882 from June 30, 2017.

Governmental Activities

The governmental activities net assets increased by \$25,073 which includes the activities of Workforce Development and Community and Economic Development.

Workforce Development

Workforce Innovation and Opportunity Act (WIOA) formula funding increased by approximately 30.5% from the prior program year. The Employment, Advancement and Retention Network (EARN) funding through the Department of Human Services (DHS) remained status quo from the previous year. A majority of WIOA and DHS funding continues to be subcontracted to Bradford County Action and Trehab, Inc. to provide workforce related services to residents of the Northern Tier region. In addition, the Workforce Development division secured over \$450,000 in competitive grants during fiscal year 2018 including the Business Education Partnership (BEP), Strategic Innovations Grant, Teacher in the Workplace, Capacity Building, Apprenticeship and the State and Local Internship Program (SLIP).

Community & Economic Development

Community & Economic Development funding remained nearly status-quo during fiscal year 2018 for the core programs. The Commission obtained an ENGAGE! contract through the Department of Community & Economic Development (DCED) for \$140,000, on the other hand, the ARC Bradford County Baseline Groundwater Quality Study contract through the Appalachian Regional Commission (ARC) from fiscal year 2017 for \$173,250 ended by August 2018 and was not renewed.

The Commission's efforts to assist the region's businesses resulted in \$38 million in total international sales by export clients and \$18.9 million in total government sales by procurement clients for the year. The creation and retention of 825 jobs (258 created and 567 retained) by NTRPDC assisted clients certainly had a positive impact on the economy of our rural region.

A total of 83 people received local transportation related training for the benefit of their municipalities through the Local Technical Assistance Program (LTAP).

Northern Tier Regional Planning and Development Commission
Management's Discussion and Analysis (Cont'd)
June 30, 2018
(Unaudited)

While the client base for our grant writing assistance is, for the most part, the public rather than the private sector, having adequate infrastructure in place to support future development is crucial. The submission of 13 proposals for a variety of community infrastructure projects were submitted and \$325,000 was secured for local projects in the region.

Business-Type Activities

Loan Activity

The business-type activities net assets increased approximately \$19,809 as a result of loan fund activities. The Commission experienced a record year for loan activity by closing 20 new loans at a total value of \$2.5 million with a leverage of over \$14 million in public and private financing. The loan portfolio continues to be diversified, however large agriculturally related projects are a primary focus of development for the Northern Tier region.

As in previous years, our overall business and community development assistance programs continue to have a substantial impact on our rural region. The return on investment in terms of both dollars and jobs continues to be significant. The Commission continues to look for ways to adjust our programs and make improvements to the ways in which we provide services, with the ultimate goal of positively impacting our region.

Overview of the Financial Statements

The Commission's basic financial statements are comprised of governmental activities and business-type activities. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Commission's finances, in a manner similar to a private-sector business. These statements are prepared using the accrual basis of accounting. The focus of these statements is long-term.

The statement of net assets presents information on all of the Commission's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Commission is improving or deteriorating.

The statement of activities presents information showing how the Commission's net assets changed during the most recent fiscal year. All changes in the net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. earned but unused compensated absences).

The government-wide financial statements can be found on pages 5-6 of this report.

Northern Tier Regional Planning and Development Commission
Management's Discussion and Analysis (Cont'd)
June 30, 2018
(Unaudited)

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Commission uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of fund financial statements is short-term. Fund financial statements are prepared using the modified accrual basis of accounting.

The Commission maintains two governmental funds. Information on each is presented in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Commission's near-term financing requirements.

Since the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Commission's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The basic governmental fund financial statements can be found on pages 7-10 of this report.

Enterprise Funds

The Commission maintains six enterprise funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Commission uses enterprise funds to account for its four revolving loan programs and the Northern Tier Foundation, a blended component unit.

Enterprise funds provide the same type of information as the government-wide financial statements, only in more detail.

The basic enterprise fund financial statements can be found on pages 11-13 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 14-25 of this report.

Northern Tier Regional Planning and Development Commission
Management's Discussion and Analysis (Cont'd)
June 30, 2018
(Unaudited)

Condensed Statement of Net Assets

	<u>2018</u>	<u>2017</u>	<u>Change From 2018 to 2017</u>
<u>Assets</u>			
Current and other assets	\$ 3,503,087	\$ 4,145,030	\$ (641,943)
Capital assets	264,507	287,659	(23,152)
Loans receivable and other assets	<u>3,132,565</u>	<u>2,244,590</u>	<u>887,975</u>
TOTAL	<u>\$ 6,900,159</u>	<u>\$ 6,677,279</u>	<u>\$ 222,880</u>
<u>Liabilities and Net Assets</u>			
Current liabilities	\$ 1,365,872	\$ 1,160,873	\$ 204,999
Debt and other long-term liabilities	<u>366,576</u>	<u>393,577</u>	<u>(27,001)</u>
TOTAL LIABILITIES	<u>1,732,448</u>	<u>1,554,450</u>	<u>177,998</u>
Net Assets			
Invested in capital assets, net of related debt	142,776	145,227	(2,451)
Restricted for loan programs	4,032,334	4,012,281	20,053
Restricted	<u>992,601</u>	<u>965,321</u>	<u>27,280</u>
TOTAL NET ASSETS	<u>5,167,711</u>	<u>5,122,829</u>	<u>44,882</u>
TOTAL	<u>\$ 6,900,159</u>	<u>\$ 6,677,279</u>	<u>\$ 222,880</u>

Northern Tier Regional Planning and Development Commission
Management's Discussion and Analysis (Cont'd)
June 30, 2018
(Unaudited)

Condensed Statement of Activities

	<u>2018</u>	<u>2017</u>	<u>Change From 2018 to 2017</u>	<u>Percentage Change</u>
Revenues:				
Program revenues:				
Charges for services	\$ 263,492	\$ 226,633	\$ 36,859	16.26%
Operating grants and contributions	4,479,548	4,552,254	(72,706)	-1.60%
General revenues, investment earnings	<u>866</u>	<u>742</u>	<u>124</u>	16.71%
TOTAL REVENUES	<u>4,743,906</u>	<u>4,779,629</u>	<u>(35,723)</u>	-0.75%
Program Expenses:				
Governmental activities	4,491,279	4,568,275	(76,996)	-1.69%
Business-type activities	<u>207,745</u>	<u>129,860</u>	<u>77,885</u>	59.98%
TOTAL EXPENSES	<u>4,699,024</u>	<u>4,698,135</u>	<u>889</u>	0.02%
(DECREASE) INCREASE IN NET ASSETS	44,882	81,494	(36,612)	-44.93%
Net assets - beginning	<u>5,122,829</u>	<u>5,041,335</u>	<u>81,494</u>	-1.62%
Net assets - ending	<u>\$ 5,167,711</u>	<u>\$ 5,122,829</u>	<u>\$ 44,882</u>	0.88%

Northern Tier Regional Planning and Development Commission
Management's Discussion and Analysis (Cont'd)
June 30, 2018
(Unaudited)

Financial Analysis of the Fund Statements

Governmental Funds

The following represents a summary of fund revenue and expenses:

	<u>2018</u>	<u>2017</u>
Revenues:		
Federal and state grants and contracts	\$ 4,123,878	\$ 4,211,724
Other income	289,432	213,173
Counties' appropriations	60,000	60,000
In-kind services	43,042	77,317
TOTAL	<u>\$ 4,516,352</u>	<u>\$ 4,562,214</u>
Expenses:		
Contracted services	2,754,370	2,515,192
Salaries and wages	789,532	839,488
Other	265,627	446,790
Indirect costs	346,267	391,967
Fringe benefits	250,527	269,896
In-kind services	43,042	77,317
Advertising	6,970	2,285
TOTAL	<u>\$ 4,456,335</u>	<u>\$ 4,542,935</u>

Revenues

The majority of revenues recognized by the Commission are derived from cost-reimbursement contracts with federal and state government and agencies. For this reason, it is important to note the positive correlation between revenues and expenses. For fiscal year 2018, total revenues decreased by 1.0% and total expenses decreased by 1.9%.

Operating grant revenue from federal and state grants and contracts decreased by \$87,846 and was primarily offset by an increase in other income of \$76,259 which includes a significant increase in the amount of fees collected from loans closed in fiscal year 2018. Contributions from member counties remained consistent from the prior year. In-kind revenue decreased by \$34,275 in fiscal year 2018, due to the BEP program.

It was stated earlier in the MD&A that the Commission experienced a significant increase in WIOA formula funding (Adult, Dislocated Worker and Youth) and that the Commission secured several competitive grants through the Department of Labor & Industry. It is important to note that these funds are often awarded for a two-year period. Consequently, the revenues are recognized as expenses are incurred against them.

Northern Tier Regional Planning and Development Commission
Management's Discussion and Analysis (Cont'd)
June 30, 2018
(Unaudited)

Expenses

Expenditures decreased by approximately 1.9%, which is primarily due to a decrease in salaries and wages, fringe benefits and indirect costs from transitions in staffing throughout the fiscal year. In-kind services decreased in direct correlation to in-kind revenue, which is attributed to the Business Education Partnership (BEP) program. The decrease in other expenses of \$181,163 is due to the ending of Jobs Driven and Sector Partnership grants under the Workforce Development Division.

Economic Condition and Outlook

The economy has diversified over the years becoming less concentrated on agriculture and manufacturing and much more dependent on the services sector. Business and economics are tied to the surrounding economic centers of New York's southern tier, the Scranton/Wilkes-Barre area and Williamsport. A few large employers continue to significantly influence the overall employment and economic environment of the region. Historically, unemployment rates have been above the national and state averages; but recently, unemployment rates have been fairly close to the state and national average.

A priority for the Commission is to focus on expanding regional opportunities to grow the economic base by maintaining a strong and viable agricultural sector, building upon the natural resource industries and growing value added production, leveraging the industrial heritage and capabilities of the region to retain and attract manufacturing, recognizing the demographic opportunities and needs of the region to support an expanding health care sector, and further promoting and taking advantage of the travel and tourism opportunities in the region.

Also continuing to seek opportunities for efficiencies and streamlining of government activities to improve regional economic opportunities and the quality of life for its citizens remains a priority.

Requests for Information

Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Executive Director, 312 Main Street, Towanda, Pennsylvania 18848.

Northern Tier Regional Planning and Development Commission
Statement of Net Position
June 30, 2018

	<u>Governmental</u> <u>Activities</u>	<u>Business-Type</u> <u>Activities</u>	<u>Total</u>
<u>ASSETS</u>			
CURRENT ASSETS			
Cash	\$ 1,378,875	\$ 1,246,240	\$ 2,625,115
Due from grantors	770,276	-	770,276
Other receivables	101,031	-	101,031
Internal balances	39,891	(39,891)	-
Loans receivable	-	581,081	581,081
Prepaid expenses	5,777	888	6,665
TOTAL CURRENT ASSETS	<u>2,295,850</u>	<u>1,788,318</u>	<u>4,084,168</u>
NONCURRENT ASSETS			
Capital assets, net	-	264,507	264,507
Loans receivable, net	-	2,551,484	2,551,484
TOTAL NONCURRENT ASSETS	<u>-</u>	<u>2,815,991</u>	<u>2,815,991</u>
TOTAL ASSETS	<u>\$ 2,295,850</u>	<u>\$ 4,604,309</u>	<u>\$ 6,900,159</u>
<u>LIABILITIES AND NET POSITION</u>			
CURRENT LIABILITIES			
Loans payable	\$ -	\$ 39,335	\$ 39,335
Note payable	-	21,558	21,558
Accounts payable	784,007	4,841	788,848
Accrued salaries and benefits	38,285	-	38,285
Due to grantors	1,382	-	1,382
Due to subrecipients	294,873	-	294,873
Accrued interest	-	1,045	1,045
Unearned revenue	180,546	-	180,546
TOTAL CURRENT LIABILITIES	<u>1,299,093</u>	<u>66,779</u>	<u>1,365,872</u>
NONCURRENT LIABILITIES			
Loans payable	-	131,726	131,726
Note payable	-	100,173	100,173
Accrued leave and termination benefits	134,677	-	134,677
TOTAL NONCURRENT LIABILITIES	<u>134,677</u>	<u>231,899</u>	<u>366,576</u>
TOTAL LIABILITIES	<u>1,433,770</u>	<u>298,678</u>	<u>1,732,448</u>
NET POSITION			
Net investment in capital assets	-	142,776	142,776
Restricted	-	4,032,334	4,032,334
Unrestricted	862,080	130,521	992,601
TOTAL NET POSITION	<u>862,080</u>	<u>4,305,631</u>	<u>5,167,711</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 2,295,850</u>	<u>\$ 4,604,309</u>	<u>\$ 6,900,159</u>

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

Northern Tier Regional Planning and Development Commission
Statement of Activities
For the year ended June 30, 2018

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenue and Changes in Net Position</u>		
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
PRIMARY GOVERNMENT						
GOVERNMENTAL ACTIVITIES:						
Workforce Development	\$ 2,996,446	\$ -	\$ 2,996,446	\$ -	\$ -	\$ -
Community and Economic Development	<u>1,494,833</u>	<u>36,375</u>	<u>1,483,102</u>	<u>24,644</u>	<u>-</u>	<u>24,644</u>
TOTAL GOVERNMENTAL ACTIVITIES	<u>4,491,279</u>	<u>36,375</u>	<u>4,479,548</u>	<u>24,644</u>	<u>-</u>	<u>24,644</u>
BUSINESS-TYPE ACTIVITIES:						
Foundation	136,072	132,538	-	-	(3,534)	(3,534)
NTRPDC, Inc.	2,277	5,200	-	-	2,923	2,923
Economic Development Administration/ Appalachian Regional Commission	-	60,477	-	-	60,477	60,477
Farmers Home Administration Intermediary Relending Program	58,589	7,944	-	-	(50,645)	(50,645)
Farmers Home Administration Small Business Loan Program	10,807	12,854	-	-	2,047	2,047
Farmers Home Administration Rural Business Enterprise Grant Program	<u>-</u>	<u>8,104</u>	<u>-</u>	<u>-</u>	<u>8,104</u>	<u>8,104</u>
TOTAL BUSINESS-TYPE ACTIVITIES	<u>207,745</u>	<u>227,117</u>	<u>-</u>	<u>-</u>	<u>19,372</u>	<u>19,372</u>
TOTAL PRIMARY GOVERNMENT	<u>\$ 4,699,024</u>	<u>\$ 263,492</u>	<u>\$ 4,479,548</u>	<u>24,644</u>	<u>19,372</u>	<u>44,016</u>
GENERAL REVENUES, UNRESTRICTED						
INVESTMENT EARNINGS				<u>429</u>	<u>437</u>	<u>866</u>
CHANGE IN NET POSITION				<u>25,073</u>	<u>19,809</u>	<u>44,882</u>
NET POSITION - BEGINNING				<u>837,007</u>	<u>4,285,822</u>	<u>5,122,829</u>
NET POSITION - ENDING				<u>\$ 862,080</u>	<u>\$ 4,305,631</u>	<u>\$ 5,167,711</u>

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

Northern Tier Regional Planning and Development Commission
Balance Sheet
Governmental Funds
June 30, 2018

	<u>Workforce Development</u>	<u>Community and Economic Development</u>	<u>Total</u>
<u>ASSETS</u>			
Cash	\$ 586,986	\$ 791,889	\$ 1,378,875
Due from grantors	370,897	399,379	770,276
Due from other funds	-	39,891	39,891
Other receivables	91,611	9,420	101,031
Prepaid expenses	-	5,777	5,777
	<u> </u>	<u> </u>	<u> </u>
TOTAL ASSETS	<u>\$ 1,049,494</u>	<u>\$ 1,246,356</u>	<u>\$ 2,295,850</u>
 <u>LIABILITIES AND FUND BALANCES</u>			
<u>LIABILITIES</u>			
Accounts payable	\$ 563,412	\$ 220,595	\$ 784,007
Accrued salaries and benefits	10,580	27,705	38,285
Due to grantors	1,382	-	1,382
Due to subrecipients	294,873	-	294,873
Unearned revenue	179,247	1,299	180,546
	<u> </u>	<u> </u>	<u> </u>
TOTAL LIABILITIES	<u>1,049,494</u>	<u>249,599</u>	<u>1,299,093</u>
 <u>FUND BALANCE</u>			
Nonspendable	-	5,777	5,777
Unassigned	-	990,980	990,980
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUND BALANCES	<u>-</u>	<u>996,757</u>	<u>996,757</u>
	<u> </u>	<u> </u>	<u> </u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 1,049,494</u>	<u>\$ 1,246,356</u>	<u>\$ 2,295,850</u>

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

Northern Tier Regional Planning and Development Commission
Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position
June 30, 2018

Total Fund Balances - Governmental Funds \$ 996,757

**Amounts reported for governmental activities in the Statement of
Net Position are different because:**

Long-term liabilities, consisting of accrued paid time off and termination
benefits, are not due and payable in the current period and therefore
are not reported in the funds.

(134,677)

Total Net Position - Governmental Activities \$ 862,080

Northern Tier Regional Planning and Development Commission
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the year ended June 30, 2018

	<u>Workforce Development</u>	<u>Community and Economic Development</u>	<u>Total</u>
REVENUES			
Federal grants and contracts	\$ 2,776,185	\$ 870,169	\$ 3,646,354
State grants and contracts	2,036	475,488	477,524
Other income	218,225	71,207	289,432
Counties' appropriations	-	60,000	60,000
In-kind services	-	43,042	43,042
	<u>2,996,446</u>	<u>1,519,906</u>	<u>4,516,352</u>
TOTAL REVENUES			
EXPENDITURES			
Contracted services	2,429,568	324,802	2,754,370
Salaries and wages	276,022	513,510	789,532
Indirect costs	121,037	225,230	346,267
Fringe benefits	81,963	168,564	250,527
Building use allowance	22,498	42,307	64,805
Office supplies and postage	37,988	15,052	53,040
Miscellaneous	-	7,248	7,248
Equipment show expense	-	13,497	13,497
Tuition and seminars	11,447	13,225	24,672
Sector partnership training	2,601	-	2,601
Travel	9,632	29,731	39,363
Dues and subscriptions	291	23,977	24,268
In-kind services	-	43,042	43,042
Vehicle use allowance	2,609	16,521	19,130
Professional fees	-	17,003	17,003
Advertising	790	6,180	6,970
	<u>2,996,446</u>	<u>1,459,889</u>	<u>4,456,335</u>
TOTAL EXPENDITURES			
NET CHANGE IN FUND BALANCES	-	60,017	60,017
FUND BALANCE, BEGINNING	<u>-</u>	<u>936,740</u>	<u>936,740</u>
FUND BALANCE, ENDING	<u>\$ -</u>	<u>\$ 996,757</u>	<u>\$ 996,757</u>

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

Northern Tier Regional Planning and Development Commission
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund
Balances - Governmental Funds to the Statement of Activities
For the year ended June 30, 2018

Net Change in Fund Balances - Governmental Funds \$ 60,017

Amounts reported for governmental activities in the Statement of Activities are different because:

Paid time off and termination benefit expenses reported in the Statement of Activities that do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds. (33,944)

Capital outlays to purchase capital assets are reported in the governmental funds as expenditures. However, for governmental activities, those costs are shown in the combined Statement of Net Assets and allocated over their estimated useful lives as annual depreciation in the combined Statement of Activities. This is the amount of depreciation expense for the period. (1,000)

Change in Net Position - Governmental Activities \$ 25,073

Northern Tier Regional Planning and Development Commission
Statement of Net Position
Enterprise Funds
June 30, 2018

ASSETS	Foundation	NTRPDC, Inc.	EDA/ARC	FMHA-IRP	FMHA-SBLP	FMHA-RBEG	Total (Memorandum Only)
CURRENT ASSETS							
Cash	\$ 30,723	\$ 144,687	\$ 474,761	\$ 165,981	\$ 240,594	\$ 189,494	\$ 1,246,240
Prepaid expense	888	-	-	-	-	-	888
Loans receivable, current	-	-	360,954	74,584	75,876	69,667	581,081
TOTAL CURRENT ASSETS	<u>31,611</u>	<u>144,687</u>	<u>835,715</u>	<u>240,565</u>	<u>316,470</u>	<u>259,161</u>	<u>1,828,209</u>
NONCURRENT ASSETS							
Capital assets, net	264,507	-	-	-	-	-	264,507
Loans receivable, net	-	-	1,683,990	127,845	386,742	352,907	2,551,484
TOTAL NONCURRENT ASSETS	<u>264,507</u>	<u>-</u>	<u>1,683,990</u>	<u>127,845</u>	<u>386,742</u>	<u>352,907</u>	<u>2,815,991</u>
TOTAL ASSETS	<u>\$ 296,118</u>	<u>\$ 144,687</u>	<u>\$ 2,519,705</u>	<u>\$ 368,410</u>	<u>\$ 703,212</u>	<u>\$ 612,068</u>	<u>\$ 4,644,200</u>
LIABILITIES AND NET POSITION							
CURRENT LIABILITIES							
Loans payable, current	-	-	-	39,335	-	-	39,335
Note payable, current	21,558	-	-	-	-	-	21,558
Accounts payable	4,841	-	-	-	-	-	4,841
Due to other funds	39,891	-	-	-	-	-	39,891
Accrued interest	1,045	-	-	-	-	-	1,045
TOTAL CURRENT LIABILITIES	<u>67,335</u>	<u>-</u>	<u>-</u>	<u>39,335</u>	<u>-</u>	<u>-</u>	<u>106,670</u>
NONCURRENT LIABILITIES							
Loans payable	-	-	-	131,726	-	-	131,726
Note payable	100,173	-	-	-	-	-	100,173
TOTAL NONCURRENT LIABILITIES	<u>100,173</u>	<u>-</u>	<u>-</u>	<u>131,726</u>	<u>-</u>	<u>-</u>	<u>231,899</u>
TOTAL LIABILITIES	<u>167,508</u>	<u>-</u>	<u>-</u>	<u>171,061</u>	<u>-</u>	<u>-</u>	<u>338,569</u>
NET POSITION							
Net investment in capital assets	142,776	-	-	-	-	-	142,776
Restricted	-	-	2,519,705	197,349	703,212	612,068	4,032,334
Unrestricted	(14,166)	144,687	-	-	-	-	130,521
TOTAL NET POSITION	<u>128,610</u>	<u>144,687</u>	<u>2,519,705</u>	<u>197,349</u>	<u>703,212</u>	<u>612,068</u>	<u>4,305,631</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 296,118</u>	<u>\$ 144,687</u>	<u>\$ 2,519,705</u>	<u>\$ 368,410</u>	<u>\$ 703,212</u>	<u>\$ 612,068</u>	<u>\$ 4,644,200</u>

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

Northern Tier Regional Planning and Development Commission
Statement of Revenues, Expenses and Changes in Net Position
Enterprise Funds
For the year ended June 30, 2018

	Foundation	NTRPDC, Inc.	EDA/ARC	FMHA-IRP	FMHA-SBLP	FMHA-RBEG	Total (Memorandum Only)
OPERATING REVENUES							
Loan fund interest	\$ -	\$ -	\$ 60,477	\$ 7,944	\$ 12,854	\$ 8,104	\$ 89,379
Rental income	132,538	-	-	-	-	-	132,538
Miscellaneous income	-	5,200	-	-	-	-	5,200
TOTAL OPERATING REVENUES	132,538	5,200	60,477	7,944	12,854	8,104	227,117
OPERATING EXPENSES							
Provision for loan losses	-	-	-	56,521	10,807	-	67,328
Janitorial	26,188	-	-	-	-	-	26,188
Depreciation and amortization	22,152	-	-	-	-	-	22,152
Utilities	38,989	-	-	-	-	-	38,989
Maintenance and supplies	22,351	-	-	-	-	-	22,351
Contracted services	9,796	1,054	-	-	-	-	10,850
Professional fees	9,060	1,223	-	-	-	-	10,283
Miscellaneous	2,500	-	-	-	-	-	2,500
TOTAL OPERATING EXPENSES	131,036	2,277	60,477	56,521	10,807	8,104	200,641
OPERATING INCOME (LOSS)	1,502	2,923	60,477	(48,577)	2,047	8,104	26,476
NONOPERATING REVENUE (EXPENSE)							
Interest income	126	241	41	-	-	29	437
Interest expense	(5,036)	-	-	(2,068)	-	-	(7,104)
NONOPERATING REVENUE (EXPENSE), NET	(4,910)	241	41	(2,068)	-	29	(6,667)
NET INCOME (LOSS)	(3,408)	3,164	60,518	(50,645)	2,047	8,133	19,809
NET POSITION, BEGINNING OF YEAR	132,018	141,523	2,459,187	247,994	701,165	603,935	4,285,822
NET POSITION, END OF YEAR	\$ 128,610	\$ 144,687	\$ 2,519,705	\$ 197,349	\$ 703,212	\$ 612,068	\$ 4,305,631

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

Northern Tier Regional Planning and Development Commission
Statement of Cash Flows
Enterprise Funds
For the year ended June 30, 2018

	Foundation	NTRPDC, Inc.	EDA/ARC	FMHA-IRP	FMHA-SBLP	FMHA-RBEG	Total (Memorandum Only)
CASH FLOWS FROM OPERATING ACTIVITIES							
Rental income received	\$ 132,538	-	-	-	-	-	\$ 132,538
Miscellaneous income received	-	5,200	-	-	-	-	5,200
Loan payments received (disbursed)	-	-	37,889	19,002	(98,323)	(152,188)	(193,620)
Payments to suppliers	(72,472)	(2,277)	-	-	-	-	(74,749)
Payments to utilities	(38,989)	-	-	-	-	-	(38,989)
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	<u>21,077</u>	<u>2,923</u>	<u>37,889</u>	<u>19,002</u>	<u>(98,323)</u>	<u>(152,188)</u>	<u>(169,620)</u>
CASH FLOWS FROM INVESTING ACTIVITIES							
Interest received	126	241	41	-	-	29	437
NET CASH PROVIDED BY INVESTING ACTIVITIES	<u>126</u>	<u>241</u>	<u>41</u>	<u>-</u>	<u>-</u>	<u>29</u>	<u>437</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES							
Repayment of amounts due to FMHA-IRP	-	-	-	(39,062)	-	-	(39,062)
Repayment of note payable	(20,701)	-	-	-	-	-	(20,701)
Interest paid	(5,036)	-	-	(2,068)	-	-	(7,104)
NET CASH (USED IN) CAPITAL AND RELATED FINANCING ACTIVITIES	<u>(25,737)</u>	<u>-</u>	<u>-</u>	<u>(41,130)</u>	<u>-</u>	<u>-</u>	<u>(66,867)</u>
NET INCREASE (DECREASE) IN CASH	<u>(4,534)</u>	<u>3,164</u>	<u>37,930</u>	<u>(22,128)</u>	<u>(98,323)</u>	<u>(152,159)</u>	<u>(236,050)</u>
CASH, BEGINNING OF YEAR	35,257	141,523	436,831	188,109	338,917	341,653	1,482,290
CASH, END OF YEAR	<u>\$ 30,723</u>	<u>\$ 144,687</u>	<u>\$ 474,761</u>	<u>\$ 165,981</u>	<u>\$ 240,594</u>	<u>\$ 189,494</u>	<u>\$ 1,246,240</u>
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	<u>\$ 1,502</u>	<u>\$ 2,923</u>	<u>\$ 60,477</u>	<u>\$ (48,577)</u>	<u>\$ 2,047</u>	<u>\$ 8,104</u>	<u>\$ 26,476</u>
Operating income (loss)							
Adjustments to reconcile operating income to net cash provided by (used in) operating activities:							
Depreciation and amortization	22,152	-	-	-	-	-	22,152
Provision for loan losses	-	-	-	56,521	10,807	-	67,328
Changes in assets and liabilities:							
Prepaid expenses	53	-	-	-	-	-	53
Loans receivable	-	-	(22,588)	11,058	(111,177)	(160,292)	(282,999)
Accounts payable	(371)	-	-	-	-	-	(371)
Due to other funds	(2,259)	-	-	-	-	-	(2,259)
TOTAL ADJUSTMENTS	<u>19,575</u>	<u>-</u>	<u>(22,588)</u>	<u>67,579</u>	<u>(100,370)</u>	<u>(160,292)</u>	<u>(196,096)</u>
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	<u>\$ 21,077</u>	<u>\$ 2,923</u>	<u>\$ 37,889</u>	<u>\$ 19,002</u>	<u>\$ (98,323)</u>	<u>\$ (152,188)</u>	<u>\$ (169,620)</u>

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

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2018

NOTE 1 - Nature of Operations and Summary of Significant Accounting Policies

Nature of Operations

The Northern Tier Regional Planning and Development Commission (the "Commission") is a regional planning and development organization located in Towanda, Pennsylvania serving the northern Pennsylvania counties of Bradford, Sullivan, Susquehanna, Tioga and Wyoming (the "Counties"). Programs and services include workforce investment training and assistance to eligible adults and youth leading to unsubsidized employment, low interest loans to small businesses, and improvement of the economic and environmental climate in rural communities.

The Commission is a political subdivision of the Commonwealth of Pennsylvania and is not considered a component unit of any of the Counties. The Commission is not subject to federal or state income tax.

Financial Reporting Entity

As required by accounting principles generally accepted in the United States of America, the financial statements of the reporting entity include those of the Commission (the primary government) and its component units, Northern Tier Foundation ("Foundation") and Northern Tier Regional Planning and Development Commission, Inc. ("NTRPDC, Inc.").

The Foundation, a nonprofit corporation, is governed by a five-member board appointed by the Commission. The Foundation's purpose is to provide rental office space to the Commission.

NTRPDC, Inc. was formed for the purpose of administering programs that will promote the continued social and economic development of Bradford, Sullivan, Susquehanna, Tioga, and Wyoming counties.

Based on the significance of their operational and financial relationships with the Commission, the financial statements of the Foundation and NTRPDC, Inc. are included in the financial reporting entity as blended component units, as part of the Commission's business-type activities.

Basis of Presentation

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report the information on all of the activities of the primary government and its blended component units. Governmental activities, which are supported by intergovernmental revenues that are legally or administratively restricted to expenditures for specified purposes, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2018

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and enterprise funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the enterprise fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period.

The Commission reports two major governmental funds composed of the following special revenue funds:

COMMUNITY AND ECONOMIC DEVELOPMENT - is used to account for various grants and the administration of loan funds for the purposes of economic, export, transportation planning, and community development.

WORKFORCE DEVELOPMENT - is used to account for the activities of the Workforce Innovation and Opportunities Act ("WIOA") and Welfare program revenues and expenditures.

The Commission reports six major enterprise funds:

FOUNDATION - is used to account for the activities of the Northern Tier Foundation (a blended component unit), which provides rental space for activities of the Commission and flexibility to receive funding from various resources. Northern Tier Foundation is a 501(c)(3) corporation.

Northern Tier Regional Planning and Development Commission

Notes to Financial Statements

June 30, 2018

NTRPDC INC. - is used to account for the activities of the Northern Tier Regional Planning and Development Commission, Inc. (a blended component unit), which is to promote effective partnerships and collaboration and administer programs that will provide a nonpartisan organizational framework to promote the continued social and economic development of Bradford, Sullivan, Susquehanna, Tioga, and Wyoming counties through the retention and expansion of industrial, commercial, financial, research, educational, technology, and other allied businesses and development activities, as well as to improve the region's environment, recreation facilities, and quality of life.

EDA/ARC - is used to account for all activity in the Economic Development Administration/Appalachian Regional Commission revolving loan fund and is operated in a manner similar to a private business enterprise.

FMHA-IRP - is used to account for all activity in the Farmers Home Administration Intermediary Relending Program and is operated in a manner similar to a private business enterprise.

FMHA-SBLP - is used to account for all activity in the Farmers Home Administration Small Business Loan Program and is operated in a manner similar to a private business enterprise.

FMHA-RBEG - is used to account for all activity in the Farmers Home Administration Rural Business Enterprise Grant Program and is operated in a manner similar to a private business enterprise.

Enterprise funds distinguish between operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services in connection with an enterprise fund's principal ongoing operations. The principal operating revenues for the enterprise funds are interest collected on outstanding loans and rental income. Operating expenses for the enterprise funds include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Capital Assets

All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated capital assets are valued at their estimated fair value on the date donated. The Commission maintains a capitalization threshold of \$5,000 for all capital assets.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2018

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Buildings and improvements	20 - 30
Equipment	5 - 15

Unearned Revenue

Unearned revenue represents amounts which have met asset recognition criteria, but for which revenue recognition criteria have not been met.

Governmental Fund Balance Classifications/Policies and Procedures

In accordance with Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, the Commission classifies its governmental fund balances as follows, as applicable:

- *Non-spendable* - includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints
- *Restricted* - includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation
- *Committed* - includes fund balance amounts that are constrained for specific purposes that are internally imposed by the Commission's "highest level of decision making authority" which do not lapse at year-end
 - The Board of Directors is its highest level of decision-making authority and commits funds through a formal board motion
- *Assigned* - includes fund balance amounts that are constrained for specific purposes that are internally imposed by the Commission
- *Unassigned* - includes positive fund balance within the Community and Economic Development Fund which has not be classified within the above mentioned categories and negative fund balances in other governmental funds

Northern Tier Regional Planning and Development Commission

Notes to Financial Statements

June 30, 2018

In governmental funds when an expenditure is incurred that can be paid using either restricted or unrestricted resources, the Commission's policy is generally to first apply the expenditure toward restricted fund balance and then to unrestricted resources. When an expenditure is incurred that can be paid using either committed, assigned, or unassigned amounts, the Commission's policy is to use committed resources, then assigned resources, then unassigned resources.

In-Kind Services

Local contributions, which include contributed services provided by individuals, private organizations and local governments, are used to match federal funding on various grants. Contributed services are therefore reflected as revenue and expenditures in accordance with legal requirements of the individual grants. Contributed services are recorded as an expenditure with an equivalent amount recorded as revenue. The amounts of such services are recorded in the accompanying financial statements at their estimated fair values at date of receipt.

Use of Estimates

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

NOTE 2 - Cash

The carrying amount of the Commission's deposits was \$2,625,115 as of June 30, 2018. The bank balance totaled \$2,661,111 as of June 30, 2018. The difference represents outstanding checks and normal reconciling items.

Custodial credit risk for deposits is the risk that, in the event of a bank failure, the Commission's deposits may not be returned to it. The Commission does not have a deposit policy for custodial credit risk. Commonwealth of Pennsylvania Act 72 of 1971, as amended, allows banking institutions to satisfy the collateralization requirement by pooling eligible investments to cover total public funds on deposit in excess of federal insurance. Such pooled collateral is pledged with the financial institutions' trust departments.

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2018

The balance of the Commission's cash deposits is categorized as follows to give an indication of the level of risk assumed by the Commission at year-end.

	2018 Bank <u>Balance</u>
Insured	\$ 1,020,691
Uninsured:	
Collateral held by pledging banks' trust department not in the Commission's name	<u>1,640,420</u>
TOTAL	<u>\$ 2,661,111</u>

NOTE 3 - Capital Assets

Activity in capital assets for the year ended June 30, 2018 is as follows:

	July 1, <u>2017</u>	<u>Additions</u>	<u>Disposals</u>	June 30, <u>2018</u>
GOVERNMENTAL ACTIVITIES				
Office furniture and equipment	\$ 48,279	\$ -	\$ (9,379)	\$ 38,900
Accumulated depreciation	<u>(47,279)</u>	<u>(1,000)</u>	<u>9,379</u>	<u>(38,900)</u>
GOVERNMENTAL ACTIVITIES CAPITAL				
ASSETS, NET	<u>\$ 1,000</u>	<u>\$ (1,000)</u>	<u>\$ -</u>	<u>\$ -</u>
BUSINESS-TYPE ACTIVITIES (FOUNDATION)				
Land	\$ 13,724	\$ -	\$ -	\$ 13,724
Capital assets being depreciated:				
Building and improvements	551,719	-	-	551,719
Office furniture and equipment	<u>43,991</u>	<u>-</u>	<u>-</u>	<u>43,991</u>
TOTAL	<u>609,434</u>	<u>-</u>	<u>-</u>	<u>609,434</u>
Accumulated depreciation				
Building and improvements	(284,841)	(20,637)	-	(305,478)
Office furniture and equipment	<u>(37,934)</u>	<u>(1,515)</u>	<u>-</u>	<u>(39,449)</u>
TOTAL	<u>(322,775)</u>	<u>(22,152)</u>	<u>-</u>	<u>(344,927)</u>
BUSINESS-TYPE ACTIVITIES CAPITAL				
ASSETS, NET	<u>\$ 286,659</u>	<u>\$ (22,152)</u>	<u>\$ -</u>	<u>\$ 264,507</u>

Depreciation expense of \$1,000 is allocated to the Community and Economic Development expense category of governmental activities in the statement of activities.

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2018

NOTE 4 - Due to Subrecipients, Net

The amounts due to subrecipients in the Commission's government activities are as follows at June 30, 2018:

Due to Bradford County Action	\$ (68,165)
Due to Trehab Center	<u>(226,708)</u>
DUE TO SUBRECIPIENTS	<u>\$ (294,873)</u>

NOTE 5 - Revolving Loan Programs

The Commission participates in six revolving loan programs. The purpose of these loan programs is to provide low interest loans to small businesses in an effort to create jobs and other economic development in rural areas. In connection with these programs, the Commission made new loans of approximately \$3,980,000 in 2018 and collected principal and interest repayments of approximately \$2,661,000 in 2018. The programs are summarized below:

Pennsylvania Small Business First Program (SBFP)
[Formerly Pennsylvania Capital Loan Fund (PCLF)]

The Commission has an agreement with the Commonwealth of Pennsylvania, Department of Community and Economic Development ("DCED") to participate in the SBFP. The SBFP replaced the PCLF with substantially all regulations and program guidelines remaining intact. The loan review committee established by the Commission is responsible for reviewing all loan applications and recommending loan applications for approval by the Commission's board of directors. Once approved, the Commission must submit the applications to the DCED for its review and approval.

DCED is responsible for establishing loan interest rates, issuing loan checks and receiving loan payments from the borrower. As a result, the accompanying financial statements do not include the operations of the SBFP. The Commission is entitled to retain service fees charged on the loans to cover costs of making and servicing its loan program, which are included in the accompanying financial statements. The outstanding loan balances under the SBFP total \$1,958,780 at June 30, 2018.

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2018

First Industries Fund (FIF)

The Commission has entered into an agreement with DCED to participate in the FIF. The loan review committee established by the Commission is responsible for reviewing all loan applications and recommending loan applications for approval by the Commission's board of directors. Once approved, the Commission must submit the applications to DCED for its review and approval. As a result, the accompanying financial statements do not include the operations of the FIF. The Commission is entitled to retain service fees charged on the loans to cover costs of making and servicing the loan program, which are included in the accompanying financial statements. The outstanding loan balances under the FIF total \$1,991,289 at June 30, 2018.

Economic Development Administration/ Appalachian Regional Commission (EDA/ARC)

The Commission has entered into an agreement with SEDA-Council of Governments (SEDA-COG) to participate in the U.S. Department of Commerce, Economic Development Administration (EDA) revolving loan fund. EDA awarded SEDA-COG a grant of \$1,500,000 requiring a local match of \$500,000 for the purpose of establishing a small business revolving loan program. SEDA-COG subcontracted one-third of the program to the Commission.

In addition, the Commission has entered into an agreement with the Appalachian Regional Commission to participate in a revolving loan fund.

An allowance of approximately \$41,000 has been established for the loans outstanding under these programs.

Farmers Home Administration Intermediary Relending Program (FMHA-IRP)

The Commission has entered into an agreement with FMHA-IRP for a \$500,000 low interest loan from FMHA to be used for a relending program (Note 6). The Commission requests drawdowns on the loan after FMHA approves the loan application between the Commission and the borrower. As of June 30, 2018, the loan had a balance outstanding of \$132,191. The Commission has entered into a second agreement with FMHA-IRP for a \$500,000 low interest loan from FMHA to be used for a relending program (Note 6). The Commission requests drawdowns on the loan after FMHA approves the loan application between the Commission and the borrower. As of June 30, 2018, the loan had a balance outstanding of \$38,870.

An allowance of approximately \$57,000 has been established for the loans outstanding under these programs.

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2018

**Farmers Home Administration Small Business
Loan Program (FMHA-SBLP)**

The Commission has entered into the FMHA-SBLP with the approval of a \$200,000 and \$110,000 grant from FMHA to be used for a revolving loan program. The Commission requests drawdowns on the grant after FMHA approves the loan application between the Commission and the borrower.

NTRPDC, Inc. has entered into the FMHA-SBLP with the approval of a \$98,000 grant from FMHA to be used for a revolving loan program. NTRPDC, Inc. requests drawdowns on the grant after FMHA approves the loan application between the Commission and the borrower.

An allowance of approximately \$29,000 has been established for the loans outstanding under these programs.

**Farmers Home Administration Rural Business
Enterprise Grant Program (FMHA-RBEG)**

The Commission has entered into the FMHA-RBEG with the approval of a \$1,000,000 grant from the FMHA to be used for a \$500,000 revolving loan program and \$500,000 pass-through grant for Envirocycle, Inc.

NOTE 6 - Long-Term Liabilities

At June 30, 2018, the Commission's business-type activities long-term debt consisted of the following:

	<u>Balance at</u> <u>July 1, 2017</u>	<u>Additions</u>	<u>Payments</u>	<u>Balance at</u> <u>June 30, 2018</u>	<u>Current</u> <u>Portion</u>
3.75% note payable to Bradford County Industrial Development Authority, in monthly installments of \$2,145, including interest through 2023; collateralized by property and equipment.	\$ 142,432	\$ -	\$ (20,701)	\$ 121,731	\$ 21,558
1% loan payable to FMHA, in annual installments of \$20,565, including interest through 2022; collateralized by the assets of the Revolving Loan Fund.	58,951	-	(20,081)	38,870	20,162
1% loan payable top FMHA, in annual installments of \$20,565, including interest through 2024; collateralized by the assets of the Revolving Loan Fund.	151,172	-	(18,981)	132,191	19,173
TOTAL	\$ 352,555	\$ -	\$ (59,763)	\$ 292,792	\$ 60,893

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2018

Scheduled principal and interest payments on the note and loans payable are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Years ending June 30:			
2019	\$ 60,893	\$ 5,976	\$ 66,869
2020	60,453	4,557	65,010
2021	42,793	3,509	46,302
2022	43,877	2,426	46,303
2023	44,995	667	45,662
2024	<u>39,781</u>	<u>410</u>	<u>40,191</u>
TOTAL	<u>\$ 292,792</u>	<u>\$ 17,545</u>	<u>\$ 310,337</u>

Interest expense on the above obligations totaled \$7,104 in 2018.

The Commission obtained a \$500,000 line of credit. The interest on any draw is variable, resetting annually (4.25% at June 30, 2018). At June 30, 2018 there were no draws against the line of credit. The line of credit expires December 31, 2018.

NOTE 7 - Liability for Compensated Absences

An employee, upon termination of employment from the Commission, is paid for accrued leave up to a maximum of 50 days. The accrued leave liability has been recorded in the noncurrent liabilities section of the governmental activities.

Accrued leave liability, July 1, 2017	\$ 87,233
Additions	78,777
Payouts	<u>(74,983)</u>
Accrued leave liability, June 30, 2018	<u>\$ 91,027</u>

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2018

NOTE 8 - Termination Benefits Policy

The Commission implemented an early termination benefit policy effective June 1, 2016. The benefit is allowable for employees hired as full-time before July 1, 2015. The benefit will reimburse up to \$33,000 of employee health care premiums until the age of 65 for employees who reach 30 years of service by age 59.5. It will reimburse up to \$13,500 until the age of 65 for employees who reach 25 years of service by age 62. As of June 30, 2018, two employees were eligible and accepted the early termination benefit. The commission assumed that the full benefit amounts of \$46,500 will be claimed by the employees. The funds that will be used to pay this benefit are in a non-interest-bearing account, and therefore no discount rate was used in determining the cost of the benefit. Total payments made to employees in 2018 were \$2,850. The total cost of \$46,500 less the payments of \$2,850 has been recorded in the noncurrent liabilities section of the governmental activities as part of "accrued leave and termination benefits."

NOTE 9 - Deferred Compensation Plan

The Commission has a deferred compensation plan in which all full-time employees are eligible for participation.

Employees are given the option of paid health insurance coverage or the deferred compensation plan. For those employees selecting the deferred compensation plan, the Commission contributes an amount up to \$650 per month.

Compensation under the plan is deferred from federal income tax only. All other payroll related taxes are paid currently. The Commission's contribution to the deferred compensation plan was \$53,452 in 2018.

NOTE 10 - Contingencies

Grant Programs

The Commission participates in numerous state and federal grant and loan programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant and loan programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the Commission has not complied with the rules and regulations governing the grant and loan programs, refunds of any money received may be required and the collectability of any related receivable at June 30, 2018 may be impaired. In the opinion of Commission management, there are no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grant and loan programs; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

Northern Tier Regional Planning and Development Commission
Notes to Financial Statements
June 30, 2018

NOTE 11 - Indirect Cost Rate

During the year ended June 30, 2018, indirect costs were allocated to individual programs as a percentage of direct salaries and related fringe benefit expense. The allocation of indirect costs for all programs was computed as follows:

Total direct salaries		\$	789,532
Total related fringe benefits			<u>250,527</u>
	TOTAL DIRECT SALARIES AND BENEFITS	\$	<u>1,040,059</u>
Indirect costs:			
Salaries and wages		\$	158,361
Contracted services			62,976
Fringe benefits			53,781
Program supplies			17,020
Audit			13,991
Building use allowance			13,216
Meeting expense			7,562
Insurance			5,244
Equipment			3,980
Telephone and internet			2,637
Postage			2,060
Periodicals and books			1,908
Miscellaneous			1,882
Advertising			725
Tuition and training			390
Outside printing costs			218
Professional fees			175
Travel			<u>141</u>
	TOTAL	\$	<u>346,267</u>

Indirect Cost Rate Calculation:

$$\text{Indirect cost rate} = \frac{\text{Total indirect costs}}{\text{Total direct salaries and benefits}}$$

$$\text{Indirect cost rate} = \frac{\$ 346,267}{\$ 1,040,059} = 33.29\%$$

Northern Tier Regional Planning and Development Commission

Combining Schedule of Revenues and Expenditures - Governmental Funds

For the year ended June 30, 2018

Revenues	UNRESTRICTED	ARC PREP 18	PA- DOT SPEC	PA- DOT EMTA	ARCLDD 17	ARCLDD 18	LDD FLOOD	BEP	OIBD 17	PREP
Federal grants and contracts	-	285,000	23,242	65,000	46,025	49,201	-	9,840	-	-
State grants and contracts	-	-	-	-	-	-	8,925	-	31,825	393,156
Local grants and contracts	-	-	-	-	-	-	-	-	-	-
Other income	61,076	546	-	-	358	-	-	8,193	73	56
Counties' appropriations	60,000	-	-	-	-	-	-	-	-	-
In-kind services	14,167	-	-	-	-	-	-	13,181	-	-
TOTAL REVENUES	135,243	285,546	23,242	65,000	46,383	49,201	8,925	31,214	31,898	393,212
Expenditures										
Contracted services	790	2,081	19	65,000	-	78	3,442	-	110	142,244
Salaries and wages	8,296	140,487	11,593	-	23,091	24,348	2,731	8,318	15,371	123,110
Indirect costs	3,191	59,676	5,145	-	10,273	10,780	1,212	3,301	6,822	55,525
Fringe benefits	3,771	41,578	3,938	-	7,833	8,280	928	1,084	5,221	42,888
Miscellaneous	7,248	-	-	-	-	-	-	-	-	-
Equipment show expense	13,497	-	-	-	-	-	-	-	-	-
In-kind services	14,167	-	-	-	-	-	-	13,181	-	-
Building use allowance	352	9,308	1,237	-	1,807	1,980	392	120	1,238	10,500
Travel	13	9,072	178	-	638	436	-	4,022	1,426	5,590
Office supplies and postage	1,514	3,543	174	-	133	712	-	1,138	-	3,054
Tuition and seminars	2,193	4,456	611	-	200	12	31	50	612	2,255
Sector partnership training	-	-	-	-	-	-	-	-	-	-
Dues and subscriptions	17,162	228	-	-	-	-	-	-	-	2,449
Vehicle use allowance	468	2,601	347	-	2,408	2,575	93	-	1,098	2,655
Professional fees	1,987	12,516	-	-	-	-	-	-	-	2,500
Advertising	577	-	-	-	-	-	96	-	-	442
TOTAL EXPENDITURES	75,226	285,546	23,242	65,000	46,383	49,201	8,925	31,214	31,898	393,212
REVENUES IN EXCESS OF EXPENDITURES	\$ 60,017	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ARC PREP - Appalachian Regional Commission Partnerships for Regional Economic Performance
ARCLDD - Appalachian Regional Commission Local Development District
BEP - Business Education Partnership
DIAP - Pennsylvania Defense Industry Assistance Partnership
DOD - Department of Defense Procurement
EARN - Employment Advancement and Retention Network
EDA - Economic Development Administration
EMTA - Endless Mountains Transportation Authority
LDD FLOOD - Local Development District Storm Water Mitigation and Resiliency
OIBD - Office of International Business Development
PA DOT - Pennsylvania Department of Transportation
PREP - Partnerships for Regional Economic Performance
USGS - United States Geological Survey
WIOA - Workforce Innovation and Opportunities Act

Northern Tier Regional Planning and Development Commission

Combining Schedule of Revenues and Expenditures - Governmental Funds (Cont'd)

For the year ended June 30, 2018

	PA	EDA	EDA	EDA	DOD	DOD	DOD	DOD	DOD	USGS	ENGAGE!	EARN	WIOA	Total
	DOT 17-18	17	18	18	17	18	18	18	18	WATER STUDY				
Revenues														
Federal grants and contracts	\$ 211,454	\$ 33,737	\$ 46,013	\$ 46,013	\$ 30,685	\$ 34,550	\$ 25,505	\$ 25,505	\$ 9,917	\$ 9,917	\$ -	\$ 702,553	\$ 2,073,632	\$ 3,646,354
State grants and contracts	26,432	-	-	-	-	-	-	-	-	-	15,150	-	2,036	477,524
Other income	780	59	-	-	66	-	-	-	-	-	-	113	218,112	289,432
Counties' appropriations	-	-	-	-	-	-	-	-	-	-	-	-	-	60,000
In-kind services	3,694	12,000	-	-	-	-	-	-	-	-	-	-	-	43,042
TOTAL REVENUES	242,360	45,796	46,013	46,013	30,751	34,550	25,505	25,505	9,917	9,917	15,150	702,666	2,293,780	4,516,352
Expenditures														
Contracted services	48,571	6,500	15,562	15,562	1,474	3,614	10,250	10,250	9,917	9,917	15,150	563,214	1,866,354	2,754,370
Salaries and wages	93,241	11,864	14,749	14,749	14,526	15,765	6,020	6,020	-	-	-	71,152	204,870	789,532
Indirect costs	41,380	5,278	6,532	6,532	6,463	6,980	2,672	2,672	-	-	-	31,576	89,461	346,267
Fringe benefits	31,669	4,025	5,015	5,015	4,928	5,361	2,045	2,045	-	-	-	24,167	57,796	250,527
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-	7,248
Equipment show expense	-	-	-	-	-	-	-	-	-	-	-	-	-	13,497
In-kind services	3,694	12,000	-	-	-	-	-	-	-	-	-	-	-	43,042
Building use allowance	10,139	970	1,336	1,336	1,214	1,294	420	420	-	-	-	8,362	14,136	64,805
Travel	2,906	1,044	95	95	1,211	183	2,917	2,917	-	-	-	1,293	8,339	39,363
Office supplies and postage	3,491	-	936	936	-	350	7	7	-	-	-	1,870	36,118	53,040
Tuition and seminars	263	527	1,383	1,383	310	125	197	197	-	-	-	644	10,803	24,672
Sector partnership training	-	-	-	-	-	-	-	-	-	-	-	-	2,601	2,601
Dues and subscriptions	2,752	840	160	160	26	360	-	-	-	-	-	26	265	24,268
Vehicle use allowance	1,392	545	245	245	599	518	977	977	-	-	-	362	2,247	19,130
Professional fees	-	-	-	-	-	-	-	-	-	-	-	-	-	17,003
Advertising	2,862	2,203	-	-	-	-	-	-	-	-	-	-	790	6,970
TOTAL EXPENDITURES	242,360	45,796	46,013	46,013	30,751	34,550	25,505	25,505	9,917	9,917	15,150	702,666	2,293,780	4,466,335
REVENUES IN EXCESS OF EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,017

Northern Tier Regional Planning and Development Commission
Schedule of Expenditures of Federal Awards
For the Year ended June 30, 2018

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Funding Source Code	Federal CFDA Number	Pass-Through Entity's Number	Award Amount	Cash Receipts	Accrued or (Unearned) Revenue at July 1, 2017	Revenues Recognized	Federal Expenditures	Accrued or (Unearned) Revenue at June 30, 2018	Expenses Passed Through to Subrecipients
Appalachian Regional Commission										
Local Development District Administrative Grant	D	23.009	PA-708-C-445-17	\$ 102,000	\$ 51,000	\$ 4,975	\$ 46,025	\$ 46,025	\$ -	-
Local Development District Administrative Grant	D	23.009	PA-708-C-446-18	101,000	50,500	-	49,201	49,201	(1,299)	-
Total CFDA #23.009				203,000	101,500	4,975	95,226	95,226	(1,299)	\$ -
Appalachian Regional Commission PREP	D	23.001	PA-8305-C35-16	285,000	28,500	28,500	-	-	-	-
Appalachian Regional Commission PREP	D	23.001	PA-8305-C36-17	285,000	285,500	-	285,000	285,000	28,500	-
Appalachian Regional Commission Bradford County Baseline Groundwater Quality Study	D	23.001	PA-18167-15	173,250	17,325	7,408	9,917	9,917	-	-
Appalachian Regional Commission Business Education Partnership	D	23.001	PA-18646-16	100,000	10,000	160	9,840	9,840	-	-
Total CFDA #23.001				843,250	312,325	36,068	304,757	304,757	28,500	9,917
Total Appalachian Regional Commission				1,046,250	413,825	41,043	399,983	399,983	27,201	9,917
U.S. Department of Commerce										
Economic Development Administration	D	11.302	ED16PHI3020010	210,000	70,862	20,737	79,750	79,750	29,625	-
Total CFDA #11.302				210,000	70,862	20,737	79,750	79,750	29,625	-
Economic Development Cluster										
EDA Revolving Loan Fund	D	11.307	13902286/139022801b	N/A	-	-	1,501,730	1,501,730	1,501,730	-
Total CFDA #11.307 (Economic Development Cluster)				-	-	-	1,501,730	1,501,730	1,501,730	-
Total U.S. Department of Commerce				210,000	70,862	20,737	1,581,480	1,581,480	1,531,355	-
U.S. Department of Health and Human Services										
Passed-through Pennsylvania Department of Human Services: TANF Cluster										
EARN - TANF - Federal (New Directions - Performance Based)	I	93.558	FY17: 70121	294,621	50,300	-	50,300	50,300	-	-
EARN - TANF - Federal (New Directions - Performance Based)	I	93.558	FY18: 70121	294,621	105,100	-	105,100	105,100	-	-
EARN - TANF - Federal (New Directions)	I	93.558	FY17: 70121	547,153	2,308	2,308	-	-	-	-
EARN - TANF - Federal (New Directions)	I	93.558	FY18: 70121	547,153	463,624	-	547,153	547,153	63,329	-
WIOA Youth - TANF	I	93.558	130163361	73,010	8,998	8,998	-	-	-	-
WIOA Youth - TANF	I	93.558	130173361	129,975	119,003	-	129,975	129,975	10,972	-
WIOA Summer Youth - TANF	I	93.558	130163362	52,900	48,278	12,450	35,828	35,828	-	-
Total CFDA #93.558				1,939,433	817,811	23,756	868,356	868,356	74,301	701,368
Total TANF Cluster				1,939,433	817,811	23,756	868,356	868,356	74,301	701,368
Total U.S. Department of Health and Human Services				1,939,433	817,811	23,756	868,356	868,356	74,301	701,368

Northern Tier Regional Planning and Development Commission
Schedule of Expenditures of Federal Awards (Cont'd)
For the year ended June 30, 2018

U.S. Department of Labor Passed-through Pennsylvania Department of Labor & Industry. WIOA Cluster	Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Funding Source Code	Federal CFDA Number	Pass-Through Entity's Number	Award Amount	Cash Receipts	Accrued or (Unearned) Revenue at July 1, 2017	Revenues Recognized	Federal Expenditures	Accrued or (Unearned) Revenue at June 30, 2018	Expenses Passed Through to Subrecipients
	Adult	I	17.258	130163011	287,110	5,304	(17,594)	22,898	22,898	-	-
	Adult	I	17.258	130173001	51,152	47,359	-	51,152	51,152	3,793	-
	Adult	I	17.258	130173011	374,629	260,720	-	337,166	337,166	76,446	-
	Adult - Regional Planning	I	17.258	130163132	20,000	12,000	-	12,000	12,000	-	-
	Total CFDA #17.258				732,891	325,383	(17,594)	423,216	423,216	80,239	318,748
	Youth	I	17.259	130163301	345,872	70,142	26,925	43,217	43,217	-	-
	Youth	I	17.259	130173301	449,874	296,187	-	372,789	372,789	76,602	-
	Youth - BEP	I	17.259	130153342	112,027	112,027	29,927	82,100	82,100	-	-
	Total CFDA #17.259				907,673	478,356	56,852	498,106	498,106	76,602	309,782
	Dislocated Worker	I	17.278	130164011	424,317	67,339	49,654	17,865	17,865	-	-
	Dislocated Worker	I	17.278	130174001	137,908	126,841	-	135,031	135,031	8,190	-
	Dislocated Worker	I	17.278	130174011	624,048	450,200	-	453,209	453,209	3,009	-
	Dislocated Worker - transferred to Adult	I	17.278	130163013	135,000	114,481	83,404	31,077	31,077	-	-
	Dislocated Worker - transferred to Adult	I	17.278	130173013	114,444	-	-	30,867	30,867	30,867	-
	Dislocated Worker - IP	I	17.278	130144133	84,184	7,063	7,063	-	-	-	-
	Dislocated Worker - Rapid Response	I	17.278	130154155	35,652	30,358	-	35,652	35,652	5,094	-
	Dislocated Worker - Rapid Response	I	17.278	130164151	80,327	415	415	-	-	-	-
	Dislocated Worker - Rapid Response	I	17.278	130164051	128,000	92,457	85,555	6,902	6,902	-	-
	Dislocated Worker - Rapid Response	I	17.278	130174053	15,119	15,119	-	15,119	15,119	-	-
	Dislocated Worker - Rapid Response	I	17.278	130174151	96,593	23,952	-	72,570	72,570	48,618	-
	Dislocated Worker - BEP	I	17.278	130174131	138,434	-	-	250	250	250	-
	Dislocated Worker - BEP	I	17.278	130164134	139,000	129,432	3,606	135,249	135,249	9,423	-
	FL & Work	I	17.278	130164133	3,700	3,700	931	2,769	2,769	-	-
	SLIP	I	17.278	130174132	102,100	3,717	-	34,061	34,061	30,344	-
	Total CFDA #17.278				2,261,826	1,065,274	230,628	970,441	970,441	135,795	849,873
	Total WIOA Cluster				3,902,390	1,869,013	269,886	1,891,763	1,891,763	292,636	1,478,403
	Disaster Grant (Sector Partnership NEG)	I	17.277	130155100	100,000	14,744	6,843	7,901	7,901	-	-
	Disaster Grant (RSAS Sector Partnership NEG)	I	17.277	130155103	28,690	6,965	3,586	7,173	7,173	1,794	-
	Disaster Grant (Loybscock Creek NEG)	I	17.277	130167701	11,403	663	-	992	992	329	-
	Total Disaster Grants (CFDA #17.277)				140,093	24,372	10,429	16,066	16,066	2,123	992
	Total U.S. Department of Labor				4,042,483	1,893,385	260,315	1,907,829	1,907,829	294,759	1,479,395

Northern Tier Regional Planning and Development Commission
Schedule of Expenditures of Federal Awards (Cont'd)
For the year ended June 30, 2018

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title		Funding Source Code	Federal CFDA Number	Pass-Through Entity's Number	Award Amount	Cash Receipts	Accrued or (Unearned) Revenue at July 1, 2017	Revenues Recognized	Federal Expenditures	Accrued or (Unearned) Revenue at June 30, 2018	Expenses Passed Through to Subrecipients
U.S. Department of Transportation											
Passed-through the Pennsylvania Department of Transportation, Center for Program Development and Management, Highway Planning and Construction Cluster											
	Rural Transportation Planning Grant	I	20.205	FY17-18-521176-A	23,707	6,377	2,469	7,178	7,178	3,270	
	Rural Transportation Planning Grant	I	20.205	FY17-18-521176-B	433,131	147,281	35,781	193,397	193,397	81,897	
	Rural Transportation Planning Grant	I	20.205	FY17-18-521176-C	27,137	9,402	2,233	7,874	7,874	705	
	Rural Transportation Planning Grant	I	20.205	FY17-18-521176-D	16,026	1,198	55	3,005	3,005	1,862	
	Rural Transportation Planning Grant	I	20.205	FY17-18-521176-E	60,000	21,342	9,061	23,242	23,242	10,961	
	Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18-521176-A-EMTA	12,000	6,000	6,000	6,000	6,000	6,000	
	Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18-521176-B-EMTA	60,000	30,000	30,000	30,000	30,000	30,000	
	Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18-521176-C-EMTA	14,000	7,000	7,000	7,000	7,000	7,000	
	Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18-521176-D-EMTA	10,000	5,000	5,000	5,000	5,000	5,000	
	Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18-521176-E-EMTA	4,000	2,000	2,000	2,000	2,000	2,000	
	Rural Transportation Planning Grant (EMTA)	I	20.205	FY17-18-521176-G-EMTA	15,000	-	-	15,000	15,000	15,000	
	Total CFDA #20.205				875,001	235,600	99,699	299,696	299,696	163,695	65,000
Total Highway Planning and Construction Cluster											
	Total U.S. Department of Transportation				875,001	235,600	99,699	299,696	299,696	163,695	65,000
U.S. Department of Defense											
Passed-through the Southern Alleghenies Planning & Development Commission											
	Procurement Grant	I	12.002	SP4800-16-2-1779	63,260	63,260	32,575	30,685	30,685	-	
	Procurement Grant	I	12.002	SP4800-16-2-1879	62,500	18,672	-	34,550	34,550	15,878	
	Total CFDA #12.002				125,760	81,932	32,575	65,235	65,235	15,878	-
Passed-through the Pennsylvania Department of Community and Economic Development Pennsylvania Defense Industry Assistance Partnership											
	Total CFDA #12.617				48,630	11,603	-	25,505	25,505	13,902	-
	Total U.S. Department of Defense				174,390	93,535	32,575	90,740	90,740	29,780	-
	Total expenditures of federal awards				\$ 8,087,557	\$ 3,525,018	\$ 498,025	\$ 5,148,084	\$ 5,148,084	\$ 2,121,051	\$ 2,255,680

Northern Tier Regional Planning and Development Commission
Schedule of Expenditures of Federal Awards (Cont'd)
For the year ended June 30, 2018

	Federal CFDA Number	Loan Period Beginning/ Ending Date	Program Amount	Loan Balance July 1, 2017	Drawdowns	Payments	Loan Balance June 30, 2018
U.S. Department of Agriculture Farmers Home Administration Intermediary Relending Program	10.767	7/92-7/28	\$ 500,000	\$ 58,951	\$ -	\$ 20,081	\$ 38,870
Farmers Home Administration Intermediary Relending Program	10.767	6/96-6/32	500,000	151,172	-	18,981	132,191
TOTAL U.S. DEPARTMENT OF AGRICULTURE				<u>\$ 210,123</u>	<u>\$ -</u>	<u>\$ 39,062</u>	<u>\$ 171,061</u>

Northern Tier Regional Planning and Development Commission
Notes to Schedule of Expenditures of Federal Awards
June 30, 2018

1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Northern Tier Regional Planning and Development Commission (the "Commission") under programs of the federal government for the year ended June 30, 2018. The information in this schedule is presented in accordance with the requirements of the Office of Management and Budget (OMB) Uniform Guidance. Because the schedule presents only a selected portion of the operations of the Commission, it is not intended to and does not present the financial position, changes in net assets or cash flows of the Commission.

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 OMB Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

3. Revolving Loan Programs

The Commission administers a Revolving Loan Fund Program funded by the funded by the U.S. Department of Agriculture and passed through the Farmers Home Administration Intermediary Relending Program (FMHA-IRP). Loans outstanding at June 30, 2018 were \$202,429.

The Commission administers a Revolving Loan Fund Program funded by the U.S. Department of Agriculture and passed through the Farmers Home Administration Small Business Loan Program (FMHA-SBLP). Loans outstanding at June 30, 2018 were \$462,618.

The Commission administers a Revolving Loan Fund Program funded by the U.S. Department of Agriculture and passed through the Farmers Home Administration Rural Business Enterprise Grant Program (FMHA-RBEG). Loans outstanding at June 30, 2018 were \$422,574.

The Commission administers a Revolving Loan Fund Program funded by the U.S. Department of Commerce, Economic Development Administration and matching funds from the Appalachian Regional Commission Governments (EDA/ARC). Loans outstanding at June 30, 2018 were \$2,044,944.

4. Indirect Cost

The Commission has not elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance. Instead, an indirect cost rate of up to 33.29% was used, limited by funder requirements. The Commission's indirect rates are submitted to the U.S. Department of Commerce for approval.

Northern Tier Regional Planning and Development Commission
Notes to Schedule of Expenditures of Federal Awards (Cont'd)
June 30, 2018

5. EDA Revolving Loan Fund

The Commission administers one EDA Revolving Loan Fund (CFDA No. 11.307) funded by the U.S. Department of Commerce. At June 30, 2018, the Federal Awards Expended was calculated as follows:

Original federal grant	\$ 500,000
Total amount loaned with local match	166,668
Federal share of RLF	<u>75%</u>
Cash and investment balance in RLF at 06/30/2018	292,808
Outstanding balance of RLF loans, 06/30/2018	1,709,499
Administrative expenses paid out of RLF income during FYE 06/30/2018	-
Loan write-offs during FYE 06/30/2018	-
Sum of EDA dollars/Total project costs	<u>2,002,307</u>
Total EDA share (noted above)	75%
Total federal awards expended	<u><u>\$ 1,501,730</u></u>



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

Board of Directors
Northern Tier Regional Planning and Development Commission
Towanda, Pennsylvania

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities and each major fund of Northern Tier Regional Planning and Development Commission (the "Commission") as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents, and have issued our report thereon dated March 17, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Commission'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission'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 over financial reporting 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 financial reporting 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.

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
(Cont'd)

Board of Directors
Northern Tier Regional Planning and Development Commission

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission'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 entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



March 17, 2019



Independent Auditors' Report on Compliance for the Major
Federal Program and Report on Internal Control Over
Compliance Required by the Uniform Guidance

Board of Directors
Northern Tier Regional Planning and Development Commission
Towanda, Pennsylvania

Report on Compliance for the Major Federal Program

We have audited Northern Tier Regional Planning and Development Commission's (the "Commission") compliance with the types of compliance requirements described in the U.S. *Office of Management and Budget (OMB) Compliance Supplement* that could have a direct and material effect on each of the Commission's major federal programs for the year ended June 30, 2018. The Commission's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

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

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Commission'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 (CFR) 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 Commission'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 Commission's compliance.

Opinion on the Major Federal Program

In our opinion, the Commission complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2018.

Independent Auditors' Report on Compliance for the Major
Federal Program and Report on Internal Control Over
Compliance Required by the Uniform Guidance
(Cont'd)

Board of Directors
Northern Tier Regional Planning and Development Commission

Report on Internal Control over Compliance

Management of the Commission 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 Commission'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 Commission'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.



March 17, 2019

Northern Tier Regional Planning and Development Commission
Schedule of Findings and Questioned Costs
For the year ended June 30, 2018

Section I - Summary of Auditors' Results

Financial Statements

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? _____ yes X no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes X none reported

Noncompliance material to financial statements noted? _____ yes X no

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? _____ yes X no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes X none reported

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

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? _____ yes X no

Identification of major programs:

CFDA Number(s)	Name of Federal Program or Cluster
11.307	EDA Revolving Loan Fund

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

Auditee qualified as low-risk auditee? X yes _____ no

Section II - Financial Statement Findings

None.

Section III - Federal Award Findings and Questioned Costs

None.

Section IV – Summary of Prior Year Findings

None.



Independent Accountants' Report on
Applying Agreed-Upon Procedures on the
Schedule of WIOA Expenditures by
Program Identifiers and Cost Categories

Board of Directors
Northern Tier Regional Planning and Development Commission
Towanda, Pennsylvania

We have performed the procedures enumerated below, which were agreed to by the Board of Directors of Northern Tier Regional Planning and Development Commission (the "Commission") and the Commonwealth of Pennsylvania, Department of Labor and Industry, to the accompanying financial schedules of the Commission for the fiscal year ended June 30, 2018, solely to assist you in complying with the requirements of the Pennsylvania Department of Labor and Industry. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the Board of Directors of the Commission and the Commonwealth of Pennsylvania Department of Labor and Industry. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Procedures and findings are as follows:

- (a) We verified the clerical accuracy of the Commission's summarization of amounts reported on the monthly Financial Status Report (FSR) submitted to the Commonwealth of Pennsylvania, Department of Labor and Industry during the fiscal year ended June 30, 2018 and the report of the summarized, fiscal year totals on the respective formats as presented in the WIOA Policies and Procedures Manual. This procedure was performed for the WIOA expenditures by program identifier and cost category included on pages 41 through 44 administered by the Commission which were funded in whole, or in part, by the Commonwealth of Pennsylvania, Department of Labor and Industry. No findings were noted.
- (b) We inquired of management regarding any adjustment to reported revenues or expenditures which were not reflected on reports submitted to the Commonwealth of Pennsylvania Department of Labor and Industry. No findings were noted.

Independent Accountants' Report on
Applying Agreed-Upon Procedures on the
Schedule of WIOA Expenditures by
Program Identifiers and Cost Categories
(Cont'd)

Board of Directors
Northern Tier Regional Planning and Development Commission

We were not engaged to, and did not, conduct an audit or review, the objective of which would be the expression of an opinion or conclusion on the financial schedules referred to above. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board of Directors of the Northern Tier Regional Planning and Development Commission and the Commonwealth of Pennsylvania, Department of Labor and Industry and is not intended to be and should not be used by anyone other than these specified parties.

J. H. Williams & Co., LLP

March 17, 2019

Northern Tier Regional Planning and Development Commission
 Schedule of WIOA Expenditures by Program Identifiers and Cost Categories
 For the year ended June 30, 2018

Title	Contract Number	Contract Period	Cost Category	Authorized Budget	Cumulative Claimed	Actual Budget	(Over) Under
Adult Program - 2016 Second Increment	130163011	10/01/16-06/30/18	ADMINISTRATION	\$ 28,711	\$ 28,711	\$ 28,711	\$ -
			DIRECT TRAINING	258,399	258,399	258,399	-
			CONTRACT TOTAL	287,110	287,110	287,110	-
DW transfer to Adult Program - 2016 Third Increment (DW Transfer)	130163013	10/01/16-06/30/18	ADMINISTRATION	13,800	13,800	13,800	-
			DIRECT TRAINING	124,200	124,200	124,200	-
			CONTRACT TOTAL	138,000	138,000	138,000	-
Adult Program - 2017 First Increment	130173001	07/01/17-06/30/19	ADMINISTRATION	5,115	5,115	5,115	-
			DIRECT TRAINING	46,037	46,037	46,037	-
			CONTRACT TOTAL	51,152	51,152	51,152	-
Adult Program - 2017 Second Increment	130173011	10/01/17-06/30/19	ADMINISTRATION	37,463	-	37,463	37,463
			DIRECT TRAINING	337,166	337,166	337,166	-
			CONTRACT TOTAL	374,629	337,166	374,629	37,463
DW transfer to Adult Program - 2017 Third Increment (DW Transfer)	130173013	10/01/17-06/30/19	ADMINISTRATION	11,444	-	11,444	11,444
			DIRECT TRAINING	103,000	30,867	103,000	72,133
			CONTRACT TOTAL	114,444	30,867	114,444	83,577
Regional Planning (Adult)	130163132	10/01/16-06/30/18	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	20,000	20,000	20,000	-
			CONTRACT TOTAL	20,000	20,000	20,000	-
Youth Program - 2016	130163301	04/01/16-06/30/18	ADMINISTRATION	34,567	34,567	34,567	-
			IN SCHOOL YOUTH	35,662	35,662	35,662	-
			OUT OF SCHOOL	275,443	275,443	275,443	-
			CONTRACT TOTAL	345,672	345,672	345,672	-
Youth Program - 2017	130173301	04/01/17-06/30/19	ADMINISTRATION	44,997	4,412	44,997	40,585
			IN SCHOOL YOUTH	42,168	33,473	42,168	8,695
			OUT OF SCHOOL	362,808	334,903	362,808	27,905
			CONTRACT TOTAL	449,973	372,788	449,973	77,185

Northern Tier Regional Planning and Development Commission
Schedule of WIOA Expenditures by Program Identifiers and Cost Categories (Cont'd)
For the year ended June 30, 2018

Title	Contract Number	Contract Period	Cost Category	Authorized Budget	Cumulative Claimed	Actual Budget	(Over) Under
Dislocated Worker Program - 2016 Second Increment	130164011	10/01/16-06/30/18	ADMINISTRATION	42,432	17,685	42,432	24,747
			DIRECT TRAINING	381,885	406,632	381,885	(24,747)
			CONTRACT TOTAL	424,317	424,317	424,317	-
Dislocated Worker Program - 2017 First Increment	130174001	07/01/17-06/30/19	ADMINISTRATION	13,791	10,913	13,791	2,878
			DIRECT TRAINING	124,117	124,117	124,117	-
			CONTRACT TOTAL	137,908	135,030	137,908	2,878
Dislocated Worker Program - 2017 Second Increment	130174011	10/01/17-06/30/19	ADMINISTRATION	62,405	-	62,405	62,405
			DIRECT TRAINING	561,643	453,209	561,643	108,434
			CONTRACT TOTAL	624,048	453,209	624,048	170,839
16 DW RR Additional Assistance - Careerlink	130154155	10/01/15-06/30/18	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	35,652	35,652	35,652	-
			CONTRACT TOTAL	35,652	35,652	35,652	-
17 DW RR Additional Assistance	130164051	07/01/16-06/30/18	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	128,000	128,000	128,000	-
			CONTRACT TOTAL	128,000	128,000	128,000	-
18 DW RR Additional Assistance	130174053	07/01/17-06/30/18	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	15,119	15,119	15,119	-
			CONTRACT TOTAL	15,119	15,119	15,119	-
18 DW RR Additional Assistance - Second Increment	130174151	10/01/17-06/30/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	96,593	72,570	96,593	24,023
			CONTRACT TOTAL	96,593	72,570	96,593	24,023
WIOA Youth - TANF	130173361	07/01/17-06/30/18	ADMINISTRATION	19,496	19,496	19,496	-
			DIRECT TRAINING	110,479	110,479	110,479	-
			CONTRACT TOTAL	129,975	129,975	129,975	-

Northern Tier Regional Planning and Development Commission
Schedule of WIOA Expenditures by Program Identifiers and Cost Categories (Cont'd)
For the year ended June 30, 2018

	Title	Contract Number	Contract Period	Cost Category	Authorized Budget	Cumulative Claimed	Actual Budget	(Over) Under
16 Summer Youth - TANF		130163362	04/01/17-06/30/18	ADMINISTRATION	7,935	7,934	7,935	1
				DIRECT TRAINING	44,965	44,966	44,965	(1)
				CONTRACT TOTAL	52,900	52,900	52,900	-
15 BEP		130153342	03/01/17-06/30/18	ADMINISTRATION	-	-	-	-
				DIRECT TRAINING	112,027	112,027	112,027	-
				CONTRACT TOTAL	112,027	112,027	112,027	-
17 BEP		130174131	06/01/18-06/30/19	ADMINISTRATION	-	-	-	-
				DIRECT TRAINING	138,434	250	138,434	138,184
				CONTRACT TOTAL	138,434	250	138,434	138,184
RSAB Sector Partnership DW NEG Funding		130155103	07/01/15-06/30/18	ADMINISTRATION	-	-	-	-
				DIRECT TRAINING	28,690	28,690	28,690	-
				CONTRACT TOTAL	28,690	28,690	28,690	-
Sector Partnership DW NEG Funding		130155100	11/01/15-06/30/18	ADMINISTRATION	10,000	10,000	10,000	-
				DIRECT TRAINING	90,000	90,000	90,000	-
				CONTRACT TOTAL	100,000	100,000	100,000	-
Fit 4 Work		130164134	05/01/17-06/30/18	ADMINISTRATION	-	-	-	-
				DIRECT TRAINING	139,000	139,000	139,000	-
				CONTRACT TOTAL	139,000	139,000	139,000	-
SLIP		130164133	03/01/17-12/31/17	ADMINISTRATION	-	-	-	-
				DIRECT TRAINING	3,700	3,700	3,700	-
				CONTRACT TOTAL	3,700	3,700	3,700	-
SLIP		130174132	04/01/18-10/31/18	ADMINISTRATION	10,210	2,500	10,210	7,710
				DIRECT TRAINING	91,890	31,561	91,890	60,329
				CONTRACT TOTAL	102,100	34,061	102,100	68,039

Northern Tier Regional Planning and Development Commission
 Schedule of WIOA Expenditures by Program Identifiers and Cost Categories (Cont'd)
 For the year ended June 30, 2018

Title	Contract Number	Contract Period	Cost Category	Authorized Budget	Cumulative Claimed	Actual Budget	(Over) Under
NEG Funding Loyalsock Creek	130167701	01/01/17-12/31/19	ADMINISTRATION	1,140	992	1,140	148
			DIRECT TRAINING	10,263	-	10,263	10,263
			CONTRACT TOTAL	11,403	992	11,403	10,411
Capacity Building (ReEmployment)	130171036	02/01/18-02/28/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	30,312	1,551	30,312	28,761
			CONTRACT TOTAL	30,312	1,551	30,312	28,761
Apprenticeship (ReEmployment)	130171037	02/01/18-02/28/19	ADMINISTRATION	-	-	-	-
			DIRECT TRAINING	45,000	485	45,000	44,515
			CONTRACT TOTAL	45,000	485	45,000	44,515
16 TANF - Federal (New Directions - Performance Based)	70121	07/01/16-06/30/18	DIRECT TRAINING	294,621	166,600	294,621	128,021
			CONTRACT TOTAL	294,621	166,600	294,621	128,021
			ADMINISTRATION	84,177	84,177	84,177	-
17 TANF - Federal (New Directions)	70121	07/01/17-06/30/18	DIRECT TRAINING	462,976	462,976	462,976	-
			CONTRACT TOTAL	547,153	547,153	547,153	-
			ADMINISTRATION	84,177	84,177	84,177	-
17 TANF - Federal (New Directions - Performance Based)	70121	07/01/17-06/30/18	DIRECT TRAINING	294,621	105,100	294,621	189,521
			CONTRACT TOTAL	294,621	105,100	294,621	189,521
			ADMINISTRATION	84,177	84,177	84,177	-