

**Women's Lunch Place, Inc.**  
**Financial Statements**  
**& Independent Auditor's Report**  
**For the Years Ended June 30, 2022 and 2021**

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## Independent Auditor's Report

To the Board of Directors of  
Women's Lunch Place, Inc.

### **Opinion**

We have audited the accompanying financial statements of Women's Lunch Place, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2022 and 2021, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Women's Lunch Place, Inc. as of June 30, 2022 and 2021, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### **Basis for Opinion**

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Women's Lunch Place, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Women's Lunch Place, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

### **Auditor's Responsibilities for the Audit of Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Women's Lunch Place, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Women's Lunch Place, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

*Anstiss & Co., P.C.*

Anstiss & Co., P. C.  
Chelmsford, MA  
January 19, 2023

**Women's Lunch Place, Inc.**  
**Statements of Financial Position**  
**June 30, 2022 and 2021**

	<u>2022</u>	<u>2021</u>
<b><u>ASSETS</u></b>		
<b>Current assets</b>		
Cash	\$ 3,337,733	\$ 2,529,659
Grants and contributions receivable	-	68,339
Prepaid expenses and other current assets	20,640	24,976
<b>Total current assets</b>	<u>3,358,373</u>	<u>2,622,974</u>
<b>Non-current assets</b>		
Certificates of deposit, maturing after one year	500,000	-
Investments held for operating reserves	1,889,608	2,105,562
Property and equipment - net	1,698,360	1,786,842
<b>Total non-current assets</b>	<u>4,087,968</u>	<u>3,892,404</u>
<b>Total assets</b>	<u>\$ 7,446,341</u>	<u>\$ 6,515,378</u>
 <b><u>LIABILITIES AND NET ASSETS</u></b>		
<b>Current liabilities</b>		
Accounts payable	\$ 138,053	\$ 172,097
Accrued expenses	186,852	143,509
Refundable advance	-	125,648
<b>Total current liabilities</b>	<u>324,905</u>	<u>441,254</u>
<b>Long-term liabilities</b>		
SBA PPP loan payable	-	325,335
<b>Total long-term liabilities</b>	<u>-</u>	<u>325,335</u>
<b>Total liabilities</b>	<u>324,905</u>	<u>766,589</u>
<b>Net assets</b>		
Without donor restrictions		
Operating	3,533,468	1,758,046
Operating reserves	1,889,608	2,105,562
Property and equipment	1,698,360	1,786,842
<b>Total without donor restrictions</b>	<u>7,121,436</u>	<u>5,650,450</u>
With donor restrictions	-	98,339
<b>Total net assets</b>	<u>7,121,436</u>	<u>5,748,789</u>
<b>Total liabilities and net assets</b>	<u>\$ 7,446,341</u>	<u>\$ 6,515,378</u>

See accompanying auditor's report and notes to the financial statements.

**Women's Lunch Place, Inc.**  
**Statements of Activities**  
**For the Years Ended June 30, 2022 and 2021**

	2022			2021		
	Without Donor Restrictions	With Donor Restrictions	Total	Without Donor Restrictions	With Donor Restrictions	Total
<b>Operating revenue and support</b>						
Special events						
Event contributions and support	\$ 996,629	\$ -	\$ 996,629	\$ 945,833	\$ -	\$ 945,833
Less - direct benefits to donors	(39,906)	-	(39,906)	(8,963)	-	(8,963)
Net special events revenue	956,723	-	956,723	936,870	-	936,870
Grants and contributions	3,551,107	774,630	4,325,737	2,451,087	444,717	2,895,804
Gain on forgiveness of debt	325,335	-	325,335	-	-	-
Program service fees	126,449	-	126,449	140,409	-	140,409
Donated securities	102,821	-	102,821	127,795	-	127,795
In-kind salaries and professional services	311,656	-	311,656	185,920	-	185,920
In-kind food, clothing, and other supplies	225,898	-	225,898	299,376	-	299,376
Investment return	(216,141)	-	(216,141)	261,849	-	261,849
Net assets released from restrictions	872,969	(872,969)	-	484,382	(484,382)	-
<b>Total operating revenue and support</b>	<b>6,256,817</b>	<b>(98,339)</b>	<b>6,158,478</b>	<b>4,887,688</b>	<b>(39,665)</b>	<b>4,848,023</b>
<b>Operating Expenses</b>						
Program services	3,917,186	-	3,917,186	3,266,213	-	3,266,213
General and administrative	187,290	-	187,290	139,053	-	139,053
Fundraising	681,355	-	681,355	569,335	-	569,335
<b>Total operating expenses</b>	<b>4,785,831</b>	<b>-</b>	<b>4,785,831</b>	<b>3,974,601</b>	<b>-</b>	<b>3,974,601</b>
<b>Change in net assets from operations</b>	<b>1,470,986</b>	<b>(98,339)</b>	<b>1,372,647</b>	<b>913,087</b>	<b>(39,665)</b>	<b>873,422</b>
<b>Beginning of year</b>	<b>5,650,450</b>	<b>98,339</b>	<b>5,748,789</b>	<b>4,737,363</b>	<b>138,004</b>	<b>4,875,367</b>
<b>End of year</b>	<b>\$ 7,121,436</b>	<b>\$ -</b>	<b>\$ 7,121,436</b>	<b>\$ 5,650,450</b>	<b>\$ 98,339</b>	<b>\$ 5,748,789</b>

See accompanying auditor's report and notes to the financial statements.

**Women's Lunch Place, Inc.**  
**Statement of Functional Expenses**  
**For the Year Ended June 30, 2022**

	Guest Services	Meals	Advocacy	Community Engagement	Total Programs	General and Administrative	Fundraising	Total
<b>Personnel and related</b>								
Salaries	\$ 401,778	\$ 399,725	\$ 526,409	\$ 314,852	\$ 1,642,764	\$ 32,253	\$ 299,926	\$ 1,974,943
Payroll taxes and fringe benefits	120,682	98,387	119,031	61,682	399,782	30,813	73,129	503,724
Total personnel and related	522,460	498,112	645,440	376,534	2,042,546	63,066	373,055	2,478,667
<b>Other expenses</b>								
Occupancy	126,628	101,794	54,186	16,200	298,808	8,726	32,069	339,603
Food	175	312,586	257	-	313,018	184	112	313,314
Program supplies	40,894	145,143	342,571	662	529,270	19,623	2,427	551,320
Depreciation	40,844	42,121	40,844	-	123,809	2,553	1,276	127,638
Professional services and consultants	25,243	984	29,483	-	55,710	52,409	30,500	138,619
Other direct event expenses	-	-	-	-	-	-	39,906	39,906
Fundraising expenses	-	-	-	-	-	7,971	117,878	125,849
Recruiting	-	-	-	-	-	156	8,534	8,690
Miscellaneous	1,242	1,388	996	525	4,151	1,521	42,982	48,654
Insurance	4,986	4,335	5,967	-	15,288	2,071	2,680	20,039
Equipment rental	9,023	643	10,408	-	20,074	1,481	98	21,653
Staff training	200	4,315	10	-	4,525	2,985	29	7,539
Office expense	1,502	1,400	8,899	237	12,038	20,250	29,850	62,138
Taxes	130	130	-	-	260	4,294	-	4,554
Total other expenses	250,867	614,839	493,621	17,624	1,376,951	124,224	308,341	1,809,516
Total expenses before in-kind goods and services	773,327	1,112,951	1,139,061	394,158	3,419,497	187,290	681,396	4,288,183
<b>In-kind goods and services</b>								
In-kind salaries and professional services	112,676	154,480	43,400	-	310,556	-	1,100	311,656
In-kind food, clothing, and other supplies	98,233	88,900	-	-	187,133	-	38,765	225,898
Total in-kind goods and services	210,909	243,380	43,400	-	497,689	-	39,865	537,554
Total expenses by function	984,236	1,356,331	1,182,461	394,158	3,917,186	187,290	721,261	4,825,737
Less expenses included with revenues on the statement of activities	-	-	-	-	-	-	(39,906)	(39,906)
Cost of direct benefits to donors	-	-	-	-	-	-	-	-
Total expenses included in the expense section on the statement of activities	\$ 984,236	\$ 1,356,331	\$ 1,182,461	\$ 394,158	\$ 3,917,186	\$ 187,290	\$ 681,355	\$ 4,785,831

See accompanying auditor's report and notes to the financial statements.

**Women's Lunch Place, Inc.**  
**Statement of Functional Expenses**  
**For the Year Ended June 30, 2021**

	<b>Guest Services</b>	<b>Meals</b>	<b>Advocacy</b>	<b>Community Engagement</b>	<b>Total Programs</b>	<b>General and Administrative</b>	<b>Fundraising</b>	<b>Total</b>
<b>Personnel and related</b>								
Salaries	\$ 402,481	\$ 376,980	\$340,717	\$ 197,203	\$1,317,381	\$ 22,944	\$ 316,414	\$1,656,739
Payroll taxes and fringe benefits	113,205	104,371	92,358	33,899	343,833	19,016	61,127	423,976
Total personnel and related	515,686	481,351	433,075	231,102	1,661,214	41,960	377,541	2,080,715
<b>Other expenses</b>								
Occupancy	89,193	123,296	37,294	24,657	274,440	11,368	46,761	332,569
Food	34	229,357	43	-	229,434	174	1,433	231,041
Program supplies	88,063	90,571	176,238	-	354,872	19,692	11,187	385,751
Depreciation	41,108	42,393	41,108	-	124,609	2,569	1,285	128,463
Professional services and consultants	23,973	3,610	56,732	304	84,619	57,014	32,973	174,606
Other direct event expenses	-	-	-	-	-	-	8,963	8,963
Fundraising expenses	-	-	-	-	-	1,502	18,047	19,549
Recruiting	-	-	-	-	-	-	1,702	1,702
Miscellaneous	253	256	284	62	855	298	33,975	35,128
Insurance	5,236	4,832	5,479	1,055	16,602	1,290	3,705	21,597
Equipment rental	9,104	130	7,188	-	16,422	688	960	18,070
Staff training	2,088	2,088	4,211	-	8,387	-	8,809	17,196
Office expense	1,645	679	6,862	17	9,203	2,461	30,957	42,621
Taxes	130	130	-	-	260	37	-	297
Total other expenses	260,827	497,342	335,439	26,095	1,119,703	97,093	200,757	1,417,553
Total expenses before in-kind goods and services	776,513	978,693	768,514	257,197	2,780,917	139,053	578,298	3,498,268
<b>In-kind goods and services</b>								
In-kind salaries and professional services	78,848	63,920	43,152	-	185,920	-	-	185,920
In-kind food, clothing, and other supplies	218,674	80,702	-	-	299,376	-	-	299,376
Total in-kind goods and services	297,522	144,622	43,152	-	485,296	-	-	485,296
Total expenses by function	1,074,035	1,123,315	811,666	257,197	3,266,213	139,053	578,298	3,983,564
Less expenses included with revenues on the statement of activities	-	-	-	-	-	-	(8,963)	(8,963)
Cost of direct benefits to donors	-	-	-	-	-	-	-	-
Total expenses included in the expense section on the statement of activities	\$1,074,035	\$1,123,315	\$811,666	\$ 257,197	\$3,266,213	\$ 139,053	\$ 569,335	\$3,974,601

See accompanying auditor's report and notes to the financial statements.



**Women's Lunch Place, Inc.**  
**Statements of Cash Flows**  
**For the Years Ended June 30, 2022 and 2021**

	<b>2022</b>	<b>2021</b>
<b>Cash flows from operating activities</b>		
<b>Change in net assets</b>	\$ 1,372,647	\$ 873,422
Adjustments to reconcile change in net assets to net cash provided by operating activities		
Depreciation	127,638	128,463
Realized and unrealized loss (gain) on investments	251,032	(237,014)
Gain on forgiveness of debt	(325,335)	-
Changes in assets and liabilities		
Decrease in grants and contributions receivable	68,339	5,661
Decrease in prepaid expenses and other current assets	4,337	10,929
Decrease in accounts payable	(34,044)	(6,881)
Increase in accrued expenses	43,342	63,328
(Decrease) increase in refundable advance	(125,648)	45,770
<b>Net cash provided by operating activities</b>	<b>1,382,308</b>	<b>883,678</b>
<b>Cash flows from investing activities</b>		
Proceeds from sales of investments	461,899	1,018,690
Purchase of investments	(996,977)	(1,543,342)
Purchase of fixed assets	(39,156)	(7,410)
<b>Net cash utilized by investing activities</b>	<b>(574,234)</b>	<b>(532,062)</b>
<b>Cash flows from financing activities</b>		
Proceeds from SBA PPP loan payable	-	88,945
<b>Net cash provided by financing activities</b>	<b>-</b>	<b>88,945</b>
<b>Net increase in cash and cash equivalents</b>	<b>808,074</b>	<b>440,561</b>
<b>Cash and cash equivalents at June 30, 2021 and 2020</b>	<b>2,529,659</b>	<b>2,089,098</b>
<b>Cash and cash equivalents at June 30, 2022 and 2021</b>	<b>\$ 3,337,733</b>	<b>\$ 2,529,659</b>
 <b>Supplemental data</b>		
In-kind contributions	\$ 640,375	\$ 613,091
Taxes paid	\$ 4,554	\$ 297

See accompanying auditor's report and notes to the financial statements.

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 1 – Organization and Mission**

Women's Lunch Place, Inc. (“the Organization”) is a tax-exempt, not-for-profit organization dedicated to providing meals, critical support services, and advocacy to women experiencing extreme poverty or homelessness in the greater Boston, Massachusetts area. The Organization’s operations are primarily funded from donations from corporations, foundations, and individuals. The Organization is also supported by approximately 500 volunteers who provide assistance throughout the Organization. The Organization is governed by a Board of Directors consisting of members of the community.

Women’s Lunch Place is a daytime community shelter for women. It is open six days a week, year-round, and provides a supportive and judgment free community, healthy meals, and a range of individualized services to improve women’s physical, emotional, and economic well-being. Services include housing search, stabilization and eviction prevention, workforce development, technology classes, and wellness programming including on-site free healthcare, legal assistance, laundry, and showers.

**Women Served**

Women’s Lunch Place provides a unique space and critical resources in the Greater Boston homelessness service provider community. It provides a safe, judgment free, day shelter for women who are living in extreme poverty and homelessness. WLP welcomes every woman, regardless of race, national origin, immigration status, age, ethnicity, gender identity, sexual orientation, disability, faith, criminal history, or educational background. Ninety-five percent are single unaccompanied women: 27% are aged 55-64 and 28% are 65 or older. The Organization welcomes every person who identifies as a woman, with no requirements to receive services. Approximately 58% of the guests are homeless, while others live in transitional or low-income housing. Most women without homes stay in overnight shelters, but some choose the streets to avoid the overcrowding, noise, and violence in the shelters. A woman may need help in an emergency situation, recover, and move forward, while other guests struggle with chronic or recurring homelessness for years. Many guests have serious physical, mental, and emotional problems which may cause and exacerbate poverty and homelessness. The Organization’s holistic approach, wrap around services that include hunger relief, essential needs, and advocacy services, continues to be most effective and successful in fostering meaningful, sustainable life changes. WLP meals program, direct care services, and interventions mirror the public health model, providing women the opportunity to improve their lives while making healthy choices about food. Our programs increase access to and provide information about health, mental health, and substance abuse treatment, and encourage participation in supportive services including housing assistance, job search, art therapy, and community activities. WLP programming models the five-tier framework, starting with the lowest level of intervention to allow a positive impact, healthy nutrition, and a safe environment for every woman.

The Organization’s programs are broken out into the following categories:

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 1 – Organization and Mission (continued)**

**Guest Services**

All services and care at the Organization are offered in a trauma-informed manner. The shelter is open Monday through Saturday, throughout the year, from 7 am to 2 pm. The Organization provides a comprehensive range of services and collaborates with other providers to meet the specific needs of each guest. Free on-site medical services are provided by doctors and nurses from Boston Healthcare for the Homeless. There are showers and laundry facilities. The Organization provides emergency clothing, feminine hygiene products and toiletries to every woman in need of basic necessities. Staff visit women hospitalized or homebound, and accompany women to their medical, housing, and legal appointments.

**Healthy Meals Program**

Consistent, predictable, healthy nourishment is the core of our mission, and is the reason so many women first come to WLP. The Organization offers filling, healthy breakfasts and lunches packed with nutrient-rich fruit and vegetables, lean protein, and whole grains. A third meal is provided through a Takeaway Dinner program for women who rely on WLP as their primary source of hunger relief.

Six days a week, women have their breakfast and lunch served restaurant style by volunteers. The Organization accommodates guests' requests whenever possible, and every lunch includes a vegetarian entrée. Staff and volunteers are accessible and build relationships with guests, listening to their concerns. When a woman feels comfortable because of a well-cooked meal in a judgment free environment, she is more likely to trust and seek opportunities to improve her life with other WLP services.

**Advocacy and Homelessness Prevention**

Advocates provide expert guidance with housing, domestic violence, mental health, finances, legal issues, and other critical concerns. They coach women with their job searches and utilize volunteer lawyers ready to assist them with housing, immigration, and other legal issues. Emergency funds are available for urgent needs including utility bills, back rent, prescriptions, transportation to appointments, and other needs depending on the circumstances. Preventing homelessness is a critical mission of their work so the Organization partners with public and private agencies to help women find and keep safe, stable homes. The Organization helps women at urgent risk of losing their homes, in unsafe or substandard housing, or staying with friends or family.

**Community Engagement**

WLP staff works to increase the public's awareness and understanding of the causes of poverty and homelessness, and the hardships and barriers women encounter to improve their lives. Through education, the public becomes effective advocates for change that improves opportunities for those in need of housing, mental health and addiction treatment and viable employment. By speaking with a wide range of stakeholders, we build meaningful and lasting connections that result in improved understanding of the issues facing guests in our shelter community.

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 1 – Organization and Mission (continued)**

**Collaborations and Partnerships**

Successful collaborations with other organizations are crucial for the Organization to be effective yet not duplicate services available at other local agencies. The Organization is committed to maintaining and building external relationships across all of its program areas.

Partnerships with *Greater Boston Food Bank*, *Lovin' Spoonfuls*, *Gaining Ground*, community farms and gardens, and other local in-kind donors results in significant savings in food costs. Other close partners include *Boston Healthcare for the Homeless*, *Tech Goes Home*, *Hearth*, *the Department of Mental Health*, *Pine Street*, local shelters, housing agencies, legal organizations, organizations that offer material assistance, and substance abuse and mental health service providers.

**Resource Center and Library**

Offers the tools for women to advocate for themselves, to search for a job, housing, or other goals. There are computers, telephones, personal voice mail, postal mail services, office supplies, reference materials, and a lending library. The Organization offers job readiness assistance with volunteers and computing classes in partnership with *Tech Goes Home*.

**Wellness Program**

Wellness programming helps guests begin to regain emotional and life skills, which have largely been eroded through their experiences of trauma. These include physical health, mental health, therapeutic art activities, and substance use disorder recovery classes.

**Nonprofit Status**

The Organization is exempt from Federal income taxes as an organization (not a private foundation) formed for charitable purposes under Section 501(c)(3) of the Internal Revenue Code (IRC). The Organization is also exempt from state income taxes. Donors may deduct contributions made to the Organization within IRC requirements.

**Note 2 - Summary of Significant Accounting Policies**

**Basis of Presentation**

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Financial information is classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

**Net Assets Without Donor Restrictions**

Net assets that are not subject to donor-imposed stipulations are classified as without donor restrictions.

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 2 - Summary of Significant Accounting Policies (continued)**

**Basis of Presentation (continued)**

Net Assets Without Donor Restrictions (continued)

From time to time, the Board may vote to set aside a certain dollar amount or percentage of net assets without donor restrictions for use at a specific time, for a specific purpose, as it sees fit. These board-designated net assets may become undesignated with the passage of time or when used for their intended purpose. In addition, the Board may undesignate these net assets at its discretion if the originally intended time period or purpose is deemed no longer relevant to applicable to the needs of the Organization.

Net Assets With Donor Restrictions

Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Organization and/or the passage of time, are classified as net assets with donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

Also included in this category, are net assets subject to donor restrictions to be maintained in perpetuity as permanent assets of the Organization. Generally, all income and unrealized and realized net gains on investments related to these net assets can be made available for operations as the Organization appropriates its annual spending based on the use of a spending policy or in accordance with donor restrictions. For the year ended June 30, 2022, the Organization did not have net assets with donor restrictions. For the year ended June 30, 2021, the Organization had net assets with donor restrictions of \$98,339.

**Cash and Cash Equivalents**

Cash and cash equivalents include cash, time deposits, certificates of deposit, and other highly liquid financial instruments with original maturities of three months or less, that are neither held nor restricted by donors for long-term purposes.

**Investments**

All investments are held in an investment portfolio which is managed by a third-party investment manager as directed by the Organization. Investments are recorded in the financial statements at fair value. If an investment is directly held by the Organization and an active market with quoted prices exists, the market price of an identical security is used to report fair value. Reported fair values of shares in mutual funds are based on share prices reported by the funds as of the last business day of the fiscal year. Bonds and government securities are valued using several factors, including its credit rating relative to a corporate bond or government security with similar maturity or duration.

The purpose of the Organization's investment account is to grow the portfolio with a combination of long-term growth through earnings and appreciation and regular deposits to the account from the Organization's operating account. The investment objective is to maximize return on assets consistent with using diversified investments to minimize risk. Asset allocation guidelines are followed to ensure a balanced portfolio. The equity portion of the portfolio is invested in stocks whose primary objective is to offer an above market dividend yield along with

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 2 - Summary of Significant Accounting Policies (continued)**

**Investment (continued)**

the opportunity for price appreciation. The fixed income allocation is invested in a total rate of return orientation that focuses on both income generation and price appreciation. There is flexibility to add Midcap and Small Cap exposure to this portfolio when the size of the account warrants greater diversification across asset classes. Additionally, international stocks and exposure will be considered as the overall account grows.

The following ranges dictate asset allocation of investments:

Equities	55% - 75%
Fixed Income	25% - 35%
Cash	0% - 10%

**Fair Value Measurements**

The Organization follows ASC 820-10, "*Fair Value Measurements*," applies to reported balances that are required or permitted to be measured at fair value under an existing accounting pronouncement. ASC 820-10 emphasizes that fair value is a market-based measurement, not an entity-specific measurement. Therefore, a fair value measurement should be determined based on the assumptions that market participants would use in pricing the asset or liability and establishes a fair value hierarchy. The fair value hierarchy consists of three levels of inputs that may be used to measure fair value as follows:

Level 1 – Inputs that utilize quoted prices (unadjusted) in active markets for identical assets or liabilities that the Organization has the ability to access.

Level 2 – Inputs that include quoted prices for similar assets and liabilities in active markets and inputs that are observable for the asset or liability, either directly or indirectly, for substantially the full term of financial instrument. Fair values for these instruments are estimated using pricing models, quoted prices of securities with similar characteristics, or discounted cash flows.

Level 3 – Inputs that are unobservable for the asset or liability which are typically based on an entity's own assumptions, as there is little, if any, related market activity.

Instances where the determination of the fair value measurement is based on inputs from different levels of the fair value hierarchy, the level in the fair value hierarchy within which the entire fair value measurement falls is based on the lowest level input that is significant to the fair value measurement in its entirety.

ASC 825-10, "*Financial Instruments*," permits an entity to measure many financial instruments and certain other assets and liabilities at fair value on an instrument-by-instrument basis. The Organization has not adopted any of the additional fair value options allowed in the standard. Management has determined that the fair values of its financial instruments not carried at fair value, including cash, grants and contributions receivable, prepaid expenses and other current assets, accounts payable, and accrued expenses are substantially equivalent to their carrying values as of June 30, 2022 and 2021 due to their short-term nature.

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 2 - Summary of Significant Accounting Policies (continued)**

**Grants and Contributions Receivable**

The Organization records its accounts receivable at the amount it expects to collect on the outstanding principal amount. All outstanding amounts are expected to be collected within one year. On a periodic basis, the Organization evaluates its accounts receivable and establishes an allowance for doubtful accounts based on the history of write-offs, collections, and current credit conditions. As of June 30, 2022 and 2021, there was no allowance for doubtful accounts.

**Property and Equipment**

The Organization capitalizes major purchases of fixed assets exceeding \$2,000, which are not in the nature of replacements or repairs. Minor equipment purchases, replacements, maintenance, and repairs are charged to expense as incurred. Capitalized assets are recorded at cost if purchased or at fair market value at the date of the gift, if donated. Depreciation is provided using the straight-line method over the estimated useful lives of the assets capitalized as follows:

	<u>Years</u>
Furniture, computers, and equipment	3-10
Leasehold improvements	Term of Lease

The Organization reviews long-lived assets for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Recoverability of long-lived assets is measured by comparison to the future undiscounted net cash flows expected to be generated by the assets. If such assets are impaired, the impairment to be recognized is measured by the amount by which the carrying amount of the assets exceeds the estimated fair value of the assets. Assets to be disposed of are reportable at the lower of the carrying amount or fair value, less costs to sell.

**Revenue Recognition**

Contributions are recognized when cash, securities, or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Gifts of assets other than cash are recorded at their estimated fair value as of the date of the gift. Pledges receivable are stated at their estimated net present value, net of an allowance for uncollectible amounts. Conditional promises to give are not recognized until the conditions on which they depend have been substantially met.

Contributions without donor restrictions are recognized as revenue when unconditionally committed or received. Contributions with donor restrictions are recorded as revenues and net assets with donor restrictions when received or unconditionally pledged. Transfers are made to net assets without donor restrictions as services are performed and costs are incurred or as time restrictions lapse. Expirations of restrictions on net assets by fulfillment of the donor-stipulated purpose or by the passage of the stipulated time period are reported as net assets released from restrictions in the statements of activities.

Gains and losses on investments and other assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or by law.

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 2 - Summary of Significant Accounting Policies (continued)**

**Donated Goods and Services**

Volunteers and other organizations contribute goods and services to the Organization in support of its programs. These goods and services are reflected in the accompanying financial statements as in-kind revenue and expense based on the estimated value assigned to them by the donors or by management. The estimated value recorded for these goods and services for the years ended June 30, 2022 and 2021, respectively, was as follows:

	<u>2022</u>	<u>2021</u>
Kitchen and shelter support salaries	\$ 187,360	\$ 66,543
Professional services	124,296	119,377
Flowers, gifts, household, and personal care items	97,903	158,180
Food	88,900	80,702
Clothing	39,095	60,494
Securities	102,821	127,795
Total donated goods and services	<u>\$ 640,375</u>	<u>\$ 613,091</u>

The Organization receives donated services from a variety of unpaid volunteers who make significant contributions of their time in conjunction with programs and service. No amounts have been recognized in the accompanying statements of activities because the criteria for recognition of such volunteer effort under U.S. GAAP have not been satisfied.

**Functional Allocation of Expenses**

The cost of providing the Organization's various programs and supporting services have been summarized on a functional basis in the statements of functional expenses. The statements of functional expenses are required to present the nature classification detail of expenses by function allocated on a reasonable basis that is consistently applied. Expenses that can be identified with a specific program or support service are allocated directly. Based on management's estimates, certain costs have been allocated among major classes of program services and supporting services as appropriate. Expenses are allocated among program and supporting services directly or based on management's estimates of the percentage attributable to each function. General and administrative expenses include those expenses that are not directly identifiable with any other specific function but provide for overall support and direction of the Organization.

**Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Concentration of Credit Risk**

Financial instruments, which potentially subject the Organization to concentrations of credit risk, consist principally of cash. The Organization maintains its cash in bank deposit accounts, which at times may exceed Federal Deposit Insurance Commission (FDIC) limits. Balances exceeding FDIC limits are covered by state level insurance. Management periodically assesses the stability of the financial institutions that hold their funds and considers credit risk to be minimal. The Organization has not experienced any losses in such accounts.



**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 2 - Summary of Significant Accounting Policies (continued)**

**Concentration of Credit Risk (continued)**

Investments are exposed to various risks such as market and credit risks. Due to the level of risk associated with such investments and the level of uncertainty related to changes in the value of such investments, it is at least reasonably possible that changes in values in the near term could materially affect investment balances and the amounts reported in the financial statements.

**Income Taxes and Uncertain Tax Positions**

The Organization, incorporated under Chapter 180 of the Massachusetts General Laws as a tax-exempt entity, has been granted tax-exempt status under Internal Revenue Code Section 501(c)(3), and is, therefore, generally exempt from federal and state income taxes. Accordingly, no provision for income taxes has been included in the accompanying financial statements.

The Organization is required by ASC 740-10, "*Accounting for Uncertainty in Income Taxes*," to evaluate and disclose tax positions that could have an effect on the Organization's financial statements. The Organization reports its activities to the Internal Revenue Service and to the Commonwealth of Massachusetts on an annual basis. These informational returns are generally subject to audit and review by the governmental agencies for a period of three years after filing. Management believes it is no longer subject to review by taxing authorities for periods prior to 2019. Substantially all of the Organization's income, expenditures and activities relate to its exempt purpose, therefore, management has determined that the Organization is not subject to material unrelated business income taxes and will continue to qualify as a tax-exempt not-for-profit entity.

**Accounting Pronouncement Update**

In February 2016, the FASB issued Accounting Standards Update (ASU) ASU 2016-02, "*Leases*," amending Financial Accounting Standards Board Accounting Standards Codification (ASC) by adding topic 842. The new ASU requires that lessees recognize on the statement of financial position the assets and liabilities for the rights and obligations created by all leases with terms of more than twelve months, regardless of their classification as either operating or capital leases. For non-profit organizations without public debt, this ASU takes effect for fiscal years beginning after December 15, 2021.

In June 2016, the FASB issued ASU 2016-13, "*Financial Instruments – Credit Losses, Measurement of Credit Losses on Financial Statements*," amending FASB Accounting Standards Codification (ASC) by updating topic 326. The new ASU requires that organizations present financial assets at the net amount expected to be collected based on relevant information about past events, current conditions, and reasonable and supportable forecasts that affect the collectability of reported amounts. For non-profit organizations, this ASU takes effect for annual periods beginning after December 15, 2022.

The Organization is currently evaluating the effect that these accounting pronouncements will have on the financial statements. There were no other accounting standards recently issued that had or are expected to have a material impact on 2022's financial statements and associated disclosures.

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 3 - Liquidity and Availability**

Financial assets available within one year for general expenditure were as follows for the years ending June 30<sup>th</sup>:

	<b>2022</b>	<b>2021</b>
Cash	\$ 3,337,733	\$ 2,529,659
Grants and contributions receivable	-	68,339
Total financial assets available for general expenditure within one year	\$ 3,337,733	\$ 2,597,998

The Organization structures its financial assets to be available as its general expenditures, liabilities, and other obligations become due. The policy is used in conjunction with the Organization's Investment Policy. The Organization strives to have on hand operating reserves sufficient to meet seasonal shortfalls of cash flow and withstand the possibility of large capital or unbudgeted expenditures or those resulting from extraordinary events such as natural disasters. Operating reserves of \$1,889,608 and \$2,105,562 as of June 30, 2022 and 2021, respectively, are maintained in an investment account and cannot be released for use in operations without approval of the Finance Committee, with communications to the Executive Committee and Board. When there is excess cash on hand not required for current operations or anticipated future obligations, the surplus will be added to investments held for operating reserves to replenish amounts expended or increase available resources.

To help manage periods when there are shortfalls or unanticipated liquidity needs, the Organization maintains a line of credit of \$350,000. The Executive Director with the Senior Director of Operations and Programs may access the line of credit with approval of the Executive Committee and communication to the Board.

**Note 4 – Fair Value of Investments**

The Organization uses fair value measurements to record fair value adjustments to certain assets and to determine fair value disclosures (Note 2). The following tables present the Organization's fair value hierarchy for assets measured at fair value on a recurring basis as of June 30<sup>th</sup>:

	<b>2022</b>			
	Total	Quoted prices in active markets for identical assets Level 1	Significant other observable inputs Level 2	Significant unobservable inputs Level 3
Money market funds	\$ 33,103	\$ 33,103	\$ -	\$ -
Equities				
Information technology	215,704	215,704	-	-
Healthcare	244,985	244,985	-	-
Financial	202,723	202,723	-	-
Other equity securities	476,815	476,815	-	-
Corporate bonds	716,278	-	716,278	-
Total	\$ 1,889,608	\$ 1,173,330	\$ 716,278	\$ -

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 4 – Fair Value of Investments (continued)**

	2021			
	Total	Quoted prices in active markets for identical assets Level 1	Significant other observable inputs Level 2	Significant unobservable inputs Level 3
	Total	Level 1	Level 2	Level 3
Money market funds	\$ 22,521	\$ 22,521	\$ -	\$ -
Equities				
Industrials	259,030	259,030	-	-
Healthcare	219,990	219,990	-	-
Financial	269,242	269,242	-	-
Other equity securities	597,090	597,090	-	-
Corporate bonds	737,689	-	737,689	-
Total	\$ 2,105,562	\$ 1,367,873	\$ 737,689	\$ -

Investments classified in Level 2 consist of direct interest in bonds, which are thinly traded. Their classification of Level 2 is based on the Organization's inability to access quoted prices in active markets for similar assets. Fair values for these bonds are estimated using pricing models, quoted prices of securities with similar characteristics, or discounted cash flows. The classification of investments in the fair value hierarchy is not necessarily an indication of the risk, liquidity, or degree of difficulty in estimating the fair value of each investment's underlying assets and liabilities.

**Note 5 – Investment Return**

Realized and unrealized gains or losses on investments are determined by comparison of the difference between market values and average cost, respectively and are included in investment return. Dividend and interest income is recognized when earned. Investment return for the years ending June 30<sup>th</sup>:

	2022	2021
Interest and dividends	\$ 43,415	\$ 32,933
Realized gain	8,094	149,309
Unrealized (loss) gain	(259,126)	87,705
Investment fees	(8,524)	(8,098)
Total investment (loss) return	\$ (216,141)	\$ 261,849

Investment return is shown net of investment management and custody fees paid directly to investment managers. In addition, there were investment fees that were not paid directly to the managers, but rather netted from the return.

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 6 – Property and Equipment**

Property and equipment consisted of the following as of June 30<sup>th</sup>:

	<b>2022</b>	<b>2021</b>
Leasehold improvements	\$ 2,842,566	\$ 2,819,567
Furniture, computers, and equipment	254,286	238,129
	3,096,852	3,057,696
Less: accumulated depreciation	(1,398,492)	(1,270,854)
Property and equipment - net	\$ 1,698,360	\$ 1,786,842

Depreciation expense was \$127,638 and \$128,463 for the years ended June 30, 2022 and 2021, respectively.

**Note 7 – Line of Credit**

The Organization has a line of credit with a bank that allows for borrowings of up to \$350,000. This line of credit bears interest at a minimum of 4.50% or the bank's prime rate (4.75% at June 30, 2022), whichever is higher, and is secured by all of the Organization's assets. The line of credit is payable on demand and is reviewable annually each December 31<sup>st</sup>. There was no outstanding balance on this line of credit at June 30, 2022 and 2021, respectively.

**Note 8 – Refundable Advance**

During the year ended June 30, 2021, the Organization received grant funding for the Expansion and Evaluation of the Women's Outreach Advocacy Initiative which is contingent upon meeting certain criteria. As of June 30, 2021, the Organization recorded a refundable advance in the amount of \$125,648, as the conditions upon which the grant was based had not been met. During 2022, the conditions of the grant were met and the funding was recognized as revenue.

**Note 9 – SBA/PPP Loan Payable**

On April 18, 2020, the Organization received loan proceeds from Eastern Bank in the amount of \$236,390 under the Paycheck Protection Program ("PPP"). On March 24, 2021, the Organization received additional loan proceeds from Eastern Bank in the amount of \$88,345 under the 2<sup>nd</sup> round Paycheck Protection Program ("PPP"). This brings the total of loan proceeds under the PPP to \$325,335. The PPP was established as part of the Coronavirus Aid, Relief and Economic Security Act ("CARES Act"), enacted by the U.S. Government on March 27, 2020 to help small businesses retain employees during the pandemic and economic downturn. The PPP provides for loans to qualifying businesses for amounts up to two- and one-half times the average monthly allowable payroll costs incurred during the year prior to the loan date. The loans and accrued interest are forgivable after twenty-four weeks as long as the borrower uses the loan proceeds for eligible purposes, including payroll, benefits, rent and utilities, and maintains its payroll levels. No more than 40% of amounts expended can be for non-payroll costs and the amount of loan forgiveness will be reduced if the borrower terminates employees or reduces wages paid to employees by more than 25% during the twenty-four-week period. Any unforgiven portion of the PPP loan is payable over two years at an interest rate of 1%. If the forgiveness application is submitted within 10 months after the end of the covered period, payments will be deferred until the SBA remits the loan forgiveness amount to the lender or notifies the lender that no loan forgiveness is allowed.

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 9 – SBA/PPP Loan Payable (continued)**

The Organization used the proceeds for purposes consistent with the PPP to allow for the total forgiveness of amounts received. Loan forgiveness was granted on August 23, 2021. Therefore, loan proceeds of \$325,335 were recognized as gain on forgiveness of debt in the statement of activities for the year ended June 30, 2022.

**Note 10 – Net Assets**

Net assets consisted of the following as of June 30<sup>th</sup>:

	<b>2022</b>		
	Without donor restrictions	With donor restrictions	Total
Operating funds	\$ 3,533,468	\$ -	\$ 3,533,468
Operating reserves	1,889,608	-	1,889,608
Invested in property and equipment	1,698,360	-	1,698,360
	\$ 7,121,436	\$ -	\$ 7,121,436
	<b>2021</b>		
	Without donor restrictions	With donor restrictions	Total
Operating funds	\$ 1,758,046	\$ -	\$ 1,758,046
Operating reserves	2,105,562	-	2,105,562
Invested in property and equipment	1,786,842	-	1,786,842
Restricted for purpose	-	98,339	98,339
	\$ 5,650,450	\$ 98,339	\$ 5,748,789

Net assets with donor restrictions consisted of funds held for the following purposes as of June 30<sup>th</sup>:

	<b>2022</b>	<b>2021</b>
Women's outreach advocacy initiative	\$ -	\$ 30,000
Pledges restricted as to time	-	68,339
Total net asset with donor restrictions	\$ -	\$ 98,339

Net assets used for healthy meals, summer intern, and women's outreach advocacy initiative, or released from time restrictions of \$872,969 and \$484,382 were included in net assets released from restrictions in the statements of activities for the years ended June 30, 2022 and 2021, respectively.

**Note 11 – Operating Leases**

The Organization leases equipment with monthly payments ranging from \$680 to \$1,025 through October 2024. Lease expense for this equipment of \$21,653 and \$18,070 for the years ended June 30, 2022 and 2021, respectively, is included in equipment rental in the accompanying statements of functional expenses.

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 11 – Operating Leases (continued)**

During the year ended June 30, 2021, the Organization entered into a new agreement for program space. The terms of this lease call for minimum payments of \$7,901 beginning in May 2021. Rent expense escalates to monthly minimum payments of \$7,946 beginning in May 2022, through April 2023. The previous lease called for monthly payments of \$7,246 beginning in May 2011 with annual escalations through April 2021.

The Organization has an additional operating lease for administrative office space. On September 1, 2021, the Organization entered into a new agreement for this space which calls for monthly payments of \$3,414 through August 31, 2022. The previous lease called for monthly payments of \$7,210 beginning in September 2016 with escalations annually based on the Consumer Price Index (CPI), subject to a ceiling of 2%, through April 2021.

Rent expense related to these agreements of \$171,355 and \$202,136 for the years ended June 30, 2022 and 2021, respectively, is included in occupancy in the accompanying statements of functional expenses.

Future minimum lease payments under noncancelable operating leases for administrative and program space and equipment as of June 30<sup>th</sup> amount to the following:

	<u>Total</u>
2023	\$ 132,729
2024	19,128
2025	<u>4,100</u>
	<u>\$ 155,957</u>

**Note 12 – Retirement Plan**

The Organization offers a tax-deferred annuity plan (the Plan) under IRC Section 403(b) to all its employees. The Plan allows employees to defer a percentage of their earnings based on IRS guidelines. In addition, the Organization makes a discretionary contribution, currently 5%, regardless of employee participation in the deferral opportunity. This was done as a DEI initiative to provide retirement funds to those employees whose financial position prevented their current participation. During the years ended June 30, 2022 and 2021, the Organization made contributions to the Plan of \$87,449 and \$48,522, respectively, which are included in payroll taxes and fringe benefits in the accompanying statements of functional expenses.

**Note 13 – Related Party Transactions**

The former Treasurer of the Organization is a partner of a bookkeeping services company which provided services to the Organization during the year ended June 30, 2021. For the year ended June 30, 2021, the Organization had expenditures of \$9,490 related to these services. There was no amount due to this company as of June 30, 2021.

**Women's Lunch Place, Inc.**  
**Notes to Financial Statements**  
**June 30, 2022 and 2021**

**Note 14 - Contingencies**

The Organization continues to be impacted by COVID-19, which was characterized as a pandemic by the World Health Organization on March 11, 2020. The extent of the impact of the COVID-19 pandemic on the Organization's operational and financial performance will depend on future developments, including the duration and spread of the outbreak. Changes to the operating environment may increase operating costs. The future effects of these issues are unknown.

**Note 15 – Subsequent Events**

ASC 855-10, "*Subsequent Events*," defines further disclosure requirements for events that occur after the statement of financial position date but before financial statements are issued. In accordance with ASC 855-10, the Organization's management has evaluated events subsequent to June 30, 2022 through January 19, 2023, which is the date the financial statements were available to be issued. There were no material events noted during this period that would either impact the results reflected in this report or the Organization's results going forward.