

**WOMEN HELPING WOMEN**

**AUDIT REPORT**

**DECEMBER 31, 2017 and 2016**



*Independent Auditor's Report  
and Financial Statements*

# WOMEN HELPING WOMEN

## AUDIT REPORT

### TABLE OF CONTENTS

	<u>Page</u>
Independent Auditor’s Report on Financial Statements	1 – 2
Financial Statements:	
Statements of Financial Position	3
Statements of Activities	4
Statements of Functional Expenses	5
Statements of Cash Flows	6
Notes to Financial Statements	7 – 12
Accompanying Information:	
Schedule of Findings and Questioned Costs	13
Independent Auditor’s Report Letter – Internal Control over Financial Reporting based on an Audit of Financial Statements performed in accordance with <i>Generally Accepted Government     Auditing Standards (“GAGAS”)</i> .	14 – 15



500 Ohio Pike, Suite 2  
Cincinnati, Ohio 45255  
513.871.6722  
[www.HennekesCPA.com](http://www.HennekesCPA.com)

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

Board of Trustees  
Women Helping Women  
Cincinnati, Ohio

We have audited the accompanying financial statements of Women Helping Women ("the Agency"), which comprise the statements of financial position as of December 31, 2017 and 2016, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to these financial statements.

### **Management's Responsibility for the Financial Statements**

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

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with United States generally accepted auditing standards ("U.S. GAAS") and the standards applicable to financial audits contained in *Generally Accepted Government Auditing Standards* ("GAGAS"), issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of 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 Agency'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 Agency's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Women Helping Women as of December 31, 2017 and 2016, and the results of its operations and its cash flows for the years then ended in conformity with United States generally accepted accounting principles (“U.S. GAAP”).

## **GAGAS Letter – Internal Control over Financial Reporting**

In accordance with *GAGAS*, we have also issued our report dated April 18, 2018, on our consideration of the Agency’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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *GAGAS* in considering the Agency’s internal control over financial reporting and compliance.

A handwritten signature in black ink, appearing to read "James CPA Switzer". The signature is written in a cursive, flowing style.

April 18, 2018

**WOMEN HELPING WOMEN**  
**STATEMENTS OF FINANCIAL POSITION**  
**December 31, 2017 and 2016**

	<b>2017</b>	<b>2016</b>
<b>ASSETS</b>		
<b>Current assets:</b>		
Cash and cash equivalents	\$ 407,767	\$ 267,422
Grants and accounts receivable	328,814	301,579
Prepaid expenses	14,127	11,084
<b>Total current assets</b>	<b>750,708</b>	<b>580,085</b>
<b>Long-term assets:</b>		
Investments	136,961	110,638
Property and equipment - net	20,411	19,948
<b>Total long-term assets</b>	<b>157,372</b>	<b>130,586</b>
<b>Total Assets</b>	<b>\$ 908,080</b>	<b>\$ 710,671</b>
 <b>LIABILITIES AND NET ASSETS</b>		
<b>Current liabilities:</b>		
Accounts payable	\$ 25,592	\$ 5,487
Accrued expenses and other liabilities	76,917	72,053
Deferred government revenues	8,866	-
<b>Total Liabilities</b>	<b>111,375</b>	<b>77,540</b>
<b>Net Assets:</b>		
Unrestricted	640,130	479,906
Temporarily restricted	106,575	103,225
Permanently restricted	50,000	50,000
<b>Total Net Assets</b>	<b>796,705</b>	<b>633,131</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 908,080</b>	<b>\$ 710,671</b>

The accompanying notes are an integral part of these financial statements

**WOMEN HELPING WOMEN**  
**STATEMENTS OF ACTIVITIES**

**Years Ended December 31, 2017 and 2016**

	2017				2016			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
<b>Public support and revenues:</b>								
Private grants and allocations	\$ 57,398	\$ 101,000	\$ -	\$ 158,398	\$ 33,018	\$ 100,275	\$ -	\$ 133,293
Government grants	910,800			910,800	735,014			735,014
Contributions	259,484			259,484	174,630			174,630
Special events, net	135,183	5,575		140,758	105,854	2,950		108,804
Program services fees	144,479			144,479	90,749			90,749
Investment earnings (losses), net	24,629			24,629	12,917			12,917
In-kind contributions	75,391			75,391	80,408			80,408
Other income	4,822			4,822	11,972			11,972
Release of restricted contributions	103,225	(103,225)		-	163,520	(163,520)		-
<b>Total revenues</b>	<b>1,715,411</b>	<b>3,350</b>	<b>-</b>	<b>1,718,761</b>	<b>1,408,082</b>	<b>(60,295)</b>	<b>-</b>	<b>1,347,787</b>
<b>Expenses:</b>								
Program services	1,293,843	-	-	1,293,843	976,915	-	-	976,915
Fundraising	88,981	-	-	88,981	52,465	-	-	52,465
Management and general	172,363	-	-	172,363	180,401	-	-	180,401
<b>Total expenses</b>	<b>1,555,187</b>	<b>-</b>	<b>-</b>	<b>1,555,187</b>	<b>1,209,781</b>	<b>-</b>	<b>-</b>	<b>1,209,781</b>
<b>Incr (decr) in net assets</b>	<b>160,224</b>	<b>3,350</b>	<b>-</b>	<b>163,574</b>	<b>198,301</b>	<b>(60,295)</b>	<b>-</b>	<b>138,006</b>
<b>Net assets:</b>								
Beginning of year	479,906	103,225	50,000	633,131	281,605	163,520	50,000	495,125
<b>End of year</b>	<b>\$ 640,130</b>	<b>\$ 106,575</b>	<b>\$ 50,000</b>	<b>\$ 796,705</b>	<b>\$ 479,906</b>	<b>\$ 103,225</b>	<b>\$ 50,000</b>	<b>\$ 633,131</b>

The accompanying notes are an integral part of these financial statements

**WOMEN HELPING WOMEN**  
**STATEMENTS OF FUNCTIONAL EXPENSES**  
**Years Ended December 31, 2017 and 2016**

	2017				2016			
	Program	Fund Raising	Management & General	Total Expenses	Program	Fund Raising	Management & General	Total Expenses
Salaries and wages	\$ 814,936	\$ 33,473	\$ 91,406	\$ 939,815	\$ 602,685	\$ 22,979	\$ 94,497	\$ 720,161
Employee benefits	48,053	1,973	5,389	55,415	58,709	3,061	12,364	74,134
Payroll taxes	67,825	2,772	8,138	78,735	48,642	1,867	6,915	57,424
<b>Total salaries and related</b>	<b>930,814</b>	<b>38,218</b>	<b>104,933</b>	<b>1,073,965</b>	<b>710,036</b>	<b>27,907</b>	<b>113,776</b>	<b>851,719</b>
Professional fees	88,967	15,060	10,965	114,992	37,977	8,014	18,784	64,775
Occupancy	73,368	5,090	11,643	90,101	69,862	7,153	10,172	87,187
Travel, meals and entertainment	30,161	440	3,490	34,091	18,526	42	823	19,391
Telephone	30,054	1,271	1,951	33,276	32,504	897	2,003	35,404
Printing and publications	14,390	1,641	1,487	17,518	3,316	1,897	4,294	9,507
Advertising and development	8,334	8,334	-	16,668	-	-	-	-
Client services expense	15,498	-	-	15,498	7,450	-	-	7,450
Conferences, meetings, education	13,063	-	869	13,932	6,460	-	643	7,103
Insurance	-	-	9,616	9,616	-	-	6,889	6,889
Depreciation	-	-	8,625	8,625	-	-	6,867	6,867
Supplies	4,262	625	3,510	8,397	2,943	689	4,952	8,584
Equipment expense and repairs	764	6,066	-	6,830	107	3,443	2,950	6,500
Membership dues	1,270	1,448	3,708	6,426	810	-	2,100	2,910
Postage and shipping	269	186	1,076	1,531	-	1,093	721	1,814
In-kind direct services	75,391	-	-	75,391	80,408	-	-	80,408
Miscellaneous	7,238	10,602	10,490	28,330	6,516	1,330	5,427	13,273
<b>Total expenses</b>	<b>\$ 1,293,843</b>	<b>\$ 88,981</b>	<b>\$ 172,363</b>	<b>\$ 1,555,187</b>	<b>\$ 976,915</b>	<b>\$ 52,465</b>	<b>\$ 180,401</b>	<b>\$ 1,209,781</b>
Percent of total expenses	83.2%	5.7%	11.1%	100.0%	80.8%	4.3%	14.9%	100.0%

The accompanying notes are an integral part of these financial statements

**WOMEN HELPING WOMEN**  
**STATEMENTS OF CASH FLOWS**  
**Years Ended December 31, 2017 and 2016**

	<b>2017</b>	<b>2016</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
<b>Change in net assets</b>	<b>\$ 163,574</b>	<b>\$ 138,006</b>
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation	8,625	6,867
Donated stock investments	(23,149)	-
Realized (gains) losses on investments, net	(3,608)	(5,999)
Unrealized (gains) losses on investments, net	(18,380)	(5,664)
(Increase) decrease in:		
Grants and accounts receivable	(27,235)	(91,637)
Prepaid expenses	(3,043)	2,163
Increase (decrease) in:		
Accounts payable	20,105	(1,168)
Accrued expenses	4,864	12,324
Deferred revenue	8,866	(1,963)
	<b>130,619</b>	<b>52,929</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Purchases of property and equipment	(9,088)	(7,868)
Proceeds from sale of investments	38,984	37,551
Purchases of investments	(20,170)	(27,726)
	<b>9,726</b>	<b>1,957</b>
<b>Net increase in cash</b>	<b>140,345</b>	<b>54,886</b>
<b>Cash and cash equivalents:</b>		
Beginning of year	267,422	212,536
	<b>\$ 407,767</b>	<b>\$ 267,422</b>
<b>Non-cash operating and investing activities:</b>		
Investments acquired via in-kind donation	\$ 23,149	\$ -

The accompanying notes are an integral part of these financial statements



## WOMEN HELPING WOMEN

### NOTES TO FINANCIAL STATEMENTS

#### (1) Summary of Significant Accounting Policies

This summary of significant accounting policies is presented to assist the reader in understanding the financial statements and notes of Women Helping Women (“the Agency”). The financial statements and notes are representations of the Agency’s management which is responsible for the integrity and objectivity of the financial statements. The accounting policies described in the notes conform to United States Generally Accepted Accounting Principles (“U.S. GAAP”) and have been consistently applied in the preparation of the accompanying financial statements.

#### Nature of Operations

Women Helping Women is an Ohio nonprofit corporation with two offices – one in Cincinnati and the other in Butler County. Serving Southwestern Ohio, the Agency’s mission is to empower survivors of sexual assault, domestic violence and stalking by providing advocacy, support and options for safety as well as being an educator for the community to create social change.

#### Income Taxes

The Agency is considered a tax exempt entity under Section 501(c)(3) of the Internal Revenue Code. As such, it is exempt from federal, state and local income taxes. The Agency is not a private foundation.

#### Financial Statement Presentation

The financial statements have been prepared using the accrual basis of accounting pursuant to United States Generally Accepted Accounting Principles (“U.S. GAAP”). Accordingly, support and revenue are recognized when earned and expenses are recognized when the obligation is incurred.

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

- Unrestricted net assets - Net assets that are not subject to donor-imposed stipulations and may be utilized at the discretion of the Agency. Unrestricted net assets are available to support the operations. Usage of unrestricted net assets could be limited by customary broad limitations resulting from the nature of the Agency, the environment in which it operates, the purposes specified in its bylaws and/or its application for tax-exempt status, and any limitations imposed by contractual agreements with creditors and/or others in the ordinary course of business. Restricted donations whose restrictions are met within the same year as the donation are reported as unrestricted, as permitted under U.S. GAAP.
- Temporarily restricted net assets – Net assets subject to donor-imposed stipulations that may or will be met either by actions of the Agency satisfying the purpose or by the passage of time. Unspent appreciation/depreciation of donor-restricted endowment funds may also be classified as temporarily restricted net assets in certain circumstances. When a donor restriction is satisfied, that is,

when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions.

- Permanently restricted net assets – Net assets subject to donor-imposed stipulations that the principal be maintained intact in perpetuity and that only the income from the investment thereof be expended either for the general purpose of the Agency or for purposes specified by the donor.

#### Recognition of Donations of Cash and Other Assets

The Agency is funded mainly through government grants, private grants and contributions. It reports gifts of cash and other assets at their estimated fair value as of the date of contribution. Such donations are recorded as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations about how long these long-lived assets must be maintained, the Agency reports expirations of donor restrictions when the donated assets are placed in service.

Conditional promises, such as matching grants are recognized as income only when they become unconditional, that is, when all conditions have been substantially met.

#### Recognition of Donated Services

Donated services are recorded as revenues in the period received only if the services received create or enhance non-financial assets or require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased with cash if not provided by donation.

#### Functional Expenses

Expenses are charged directly to program services, administrative and/or fund raising based on the nature of the costs as they are incurred. Certain overhead expenses are allocated to these functions based on management estimates and rational methodologies.

#### Reclassifications

Certain amounts reported in the prior year financial statements have been reclassified to conform to the 2017 presentation.

#### Cash and Cash Equivalents

Cash equivalent balances include all highly liquid investments such as checking, commercial paper, and savings accounts with an original maturity of three months or less. Cash balances maintained in banks are insured by the Federal Deposit Insurance Corporation (“FDIC”) – limit is generally up to \$250,000. The Agency has not experienced any losses in its cash accounts and believes it is not exposed to any significant credit risk on cash and cash equivalents.

#### Accounts Receivable

The Agency grants credit on open account to various sources, primarily governmental agencies. The Agency has not sustained any significant losses from its accounts receivable and management believes the Agency is not adversely affected by credit risk on its accounts receivable. Accounts receivable are due within one year.

## Investments

U.S. GAAP requires that investments be reported at fair market value utilizing the accounting rules governing *Fair Value Measurements and Disclosures*. Fair market value is defined as the price that would be received to sell an asset or transfer a liability in an orderly transaction between market participants using “fair value hierarchy.”

Fair value hierarchy:

- Level 1 – observable quoted prices in liquid active markets for the *identical* assets or liabilities
- Level 2 – observable quoted prices in liquid active markets for *similar* assets or liabilities; observable quoted prices in *non-active* markets; other observable market data corroboration
- Level 3 – unobservable data – little or no market activity

The Agency typically immediately sells any donated securities and transfers the sale proceeds into its investment accounts.

## Property and Equipment

Property and equipment are recorded at cost, or if donated at fair market value when received. The Agency’s policy is to capitalize asset purchases that exceed \$1,000. Depreciation on buildings and equipment is provided using the straight-line method over the following estimated useful lives:

	<u>Useful Life (years)</u>
Furniture, fixtures and equipment	5 to 7
Computer hardware and software	5

The cost of maintenance and repairs is charged to expense as incurred. Significant renewals and major improvements extending an asset’s useful life are capitalized. When property is sold or otherwise disposed of, the cost and related accumulated depreciation are removed from the accounts and any resulting gain or loss is recognized as income or expense for the period.

In accordance with Statement of Financial Accounting Standards Number 144 (ASC 360), *Accounting for the Impairment and Disposal of Long-lived Assets*, the Agency evaluates the recoverability of the carrying amount of property and equipment if certain events or changes occur, such as a significant decrease in market value of the assets or a significant change in operating conditions. An impairment assessment may be performed to assess future recoverability of asset net book values. No impairment losses were necessary in the accompanying financial statements.

## Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires the Agency’s management to make estimates and assumptions that affect the reported amounts of revenues and expenses during the reporting period and the reported amounts of assets and liabilities at the date of the financial statements. On an ongoing basis, management evaluates the estimates and assumptions based upon historical experience and various other factors and circumstances. Management believes that the estimates and assumptions are reasonable in the circumstances; however, actual results could differ from those estimates.

(2) **Investments**

Investments are comprised of various equity securities with pricing determined based upon quoted market prices (fair value Level 1 pricing). Investments were as follows as of December 31, 2017 and 2016:

	<u>2017</u>	<u>2016</u>
Investments - at original cost	\$ 106,094	\$ 98,150
Unrealized gain (loss)	30,867	12,488
Investments - fair market value	<u>\$ 136,961</u>	<u>\$ 110,638</u>

Investment earnings were as follows during 2017 and 2016:

	<u>2017</u>	<u>2016</u>
Interest and dividends	\$ 2,641	\$ 1,254
Realized gains (losses), net	3,608	5,999
Change in unrealized gains (losses), net	18,380	5,664
Investment earnings (losses), net	<u>\$ 24,629</u>	<u>\$ 12,917</u>

(3) **Property and Equipment**

Property and equipment at December 31, 2017 and 2016 consist of the following:

	<u>2017</u>	<u>2016</u>
Office furniture, fixtures and equipment	\$ 45,540	\$ 40,250
Computer hardware and software	73,989	70,191
Total - at cost	119,529	110,441
Less: accumulated depreciation	(99,118)	(90,493)
Property and equipment, net	<u>\$ 20,411</u>	<u>\$ 19,948</u>

(4) **Temporarily Restricted Net Assets**

Temporarily restricted net assets are as follows as of December 31:

	<u>2017</u>	<u>2016</u>
United Way allocation pledged by year end for funding commitment for subsequent year	\$ 101,000	\$ 100,275
Sunday Salons for next year	5,575	-
Spring Event for next year	-	2,950
Total	<u>\$ 106,575</u>	<u>\$ 103,225</u>

(5) **Special Events**

Special event revenues and their associated expenses were as follows for each year:

	2017	2016
Revenues earned from special events	\$ 170,924	\$ 141,231
Costs and expenses	30,166	32,427
Net revenues earned	<u>\$ 140,758</u>	<u>\$ 108,804</u>

(6) **Operating Lease Agreements**

The Agency leases office space in Cincinnati under a lease that expired December 31, 2017. This lease was renewed under a new agreement having a 5-year term ending December 31, 2022. The new lease provides for a tenant allowance of up to \$30,000 for office improvements to be paid by landlord over the duration of the agreement. The initial rent for the new lease is \$5,825 monthly subject to annual increases of 2.5%.

The Agency also leases office space in Butler County under a lease that expired during 2017. To continue occupying the Butler County space, the Agency executed a new lease for a 62-month term starting July 1, 2017 (first two months rent-free). The initial rent for the new lease is \$810 per month subject to annual increases as set forth in the agreement. The new agreement contains an option to renew for an additional two years following the expiration of the initial term.

Lastly, the Agency has a lease for copier equipment starting September 2017. The agreement has a 5-year term with a minimum lease payment of \$172 monthly.

Total lease expense under all operating leases was \$80,507 and \$76,550, during 2017 and 2016, respectively. Future minimum lease payments under all operating leases having an initial non-cancelable term in excess of one year are as follows:

2018	\$ 81,831
2019	83,877
2020	85,973
2021	88,603
2022	86,362

(7) **Retirement Plan**

The Agency maintains a tax-deferred retirement plan as per the Internal Revenue Code section 403(b). The 403(b) Plan covers substantially all full-time employees and provides for both employer and employee contributions. Horan Securities administers and is the custodian of the retirement assets. The Agency makes matching contributions of 50% of the first 6% of salary contributed by employees. Total Agency contributions (expenses) were \$6,346 and \$6,137, during 2017 and 2016, respectively.

**(8) In-Kind Contributions**

The Agency has volunteers who donate significant amounts of time to the Agency's programs and operations. The in-kind donated hours representing direct service programming hours meet the criteria under U.S. GAAP for recording in the accompanying Statements of Activities. The value, if any, for administrative and fund raising hours have been excluded from the accompanying financial statements.

	2017	2016
Total direct service hours	13,992	18,752
Recorded direct service in-kind contribution	\$ 75,391	\$ 80,408
Total administrative and fundraising hours	1,550	443

**(9) Grantor Concentrations**

The Agency received 33% and 32% of its total revenues from the Federal VOCA grant during the years ending December 31, 2017 and 2016, respectively. Additionally, the Agency received 12% and 11% of its total revenues from the City of Cincinnati during 2017 and 2016, respectively. Management believes neither of these concentrations will adversely affect the Agency, should these funding sources be discontinued as management consistently looks for ways to diversify the Agency's funding.

**(10) Uncertain Tax Positions**

The Financial Accounting Standards Board ("FASB") Interpretation No. 48, Accounting for Uncertainty in Income Taxes ("FIN 48") (ASC 740) clarifies the accounting and reporting under U.S. GAAP related to uncertain tax positions. In general terms, all entities are required to evaluate uncertain tax positions, if any, related to income taxes and provide certain FIN 48 disclosures. Women Helping Women's applicable disclosures are as follows:

	2017	2016
Uncertain tax positions	None	None
Interest expense related to tax filings	\$ -	\$ -
Penalties related to tax filings	\$ -	\$ -
Open tax return years subject to examination	2014, 2015, 2016, 2017	2013, 2014, 2015, 2016

**(11) Subsequent Events**

Women Helping Women evaluates events and transactions occurring subsequent to the date of the financial statements (12/31/2017) for matters requiring recognition or disclosure in the financial statements. The accompanying financial statements consider events through April 18, 2018, the date on which the financial statements were available to be issued.

**WOMEN HELPING WOMEN**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**Year Ended December 31, 2017**

**Section I - Summary of Auditor's Results**

***Financial Statements***

Type of auditor's report issued:	Unmodified		
Internal control over financial reporting:			
• Material weakness(es) identified?	Yes	<b>X</b>	No
• Control deficiency(ies) or significant deficiency(ies) identified that are not material weaknesses?	Yes	<b>X</b>	No
• Noncompliance material to financial statements noted?	Yes	<b>X</b>	No

**Section II - Financial Statement Findings**

***Current year:***

No findings.

***Prior year:***

No findings.



500 Ohio Pike, Suite 2  
Cincinnati, Ohio 45255  
513.871.6722

[www.HennekesCPA.com](http://www.HennekesCPA.com)

**INDEPENDENT AUDITOR'S REPORT  
ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE IN ACCORDANCE WITH  
GENERALLY ACCEPTED GOVERNMENT AUDITING STANDARDS**

Board of Trustees  
Women Helping Women  
Cincinnati, OH

We have audited the financial statements of Women Helping Women ("the Agency") as of and for the year ended December 31, 2017, and have issued our report thereon dated April 18, 2018. 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 *Generally Accepted Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Agency's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control over financial reporting.

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 deficiencies, significant deficiencies, or material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.



## **Compliance and Other Matters**

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

This report is intended solely for the information and use of management, the audit committee, the Board of Trustees, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink, appearing to read "H. CPA Services". The signature is written in a cursive, flowing style.

April 18, 2018