

# The Capital Area Agency on Aging

## Financial Statements

September 30, 2024 and 2023



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# THE CAPITAL AREA AGENCY ON AGING

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## **INDEPENDENT AUDITOR'S REPORT**

To the Board of Directors  
The Capital Area Agency on Aging  
Richmond, Virginia

### **Report on the Audit and the Financial Statements**

#### **Opinion**

We have audited the accompanying financial statements of The Capital Area Agency on Aging (the "Agency"), which comprise the statements of financial position as of September 30, 2024 and 2023, 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 The Capital Area Agency on Aging as of September 30, 2024 and 2023, 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.

#### **Basis for Opinion**

We conducted our audits in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. 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 the Agency 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 opinions.

#### **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, 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 the Agency'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 the 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 and *Government 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 judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgement 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 the Agency'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 judgement, there are conditions or events, considered in aggregate, that raise substantial doubt about the Agency'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.

## Supplemental Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplemental information on pages 23 through 29 is presented for purposes of additional analysis of the financial statements rather than to present the financial position, activities, and cash flows of the Agency and is not a required part of the financial statements. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

## Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 17, 2024, 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 solely 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 Agency'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 Agency's internal control over financial reporting and compliance.



December 17, 2024  
Glen Allen, Virginia

# THE CAPITAL AREA AGENCY ON AGING

## Statements of Financial Position September 30, 2024 and 2023

<u>Assets</u>	<u>2024</u>	<u>2023</u>
Current assets:		
Cash and cash equivalents	\$ 1,733,638	\$ 3,571,104
Grants receivable:		
Commonwealth of Virginia - Department for		
Aging and Rehabilitative Services	316,870	63,708
Other	391,770	216,377
Prepaid expenses	<u>78,112</u>	<u>95,522</u>
Total current assets	2,520,390	3,946,711
Property and equipment, net	24,771	28,005
Right-of-use operating lease assets, net	1,934,873	2,249,831
Deposits	30,704	30,704
Beneficial interest in assets held by the		
Community Foundation	<u>2,744,328</u>	<u>932,745</u>
Total assets	<u>\$ 7,255,066</u>	<u>\$ 7,187,996</u>
<u>Liabilities and Net Assets</u>		
Current liabilities:		
Accounts payable	\$ 433,289	\$ 306,434
Accrued wages and payroll liabilities	475,863	448,897
Unearned grant revenue	25,141	250,984
Operating lease liabilities	<u>320,100</u>	<u>389,927</u>
Total current liabilities	1,254,393	1,396,242
Operating lease liabilities, net of current portion	<u>1,764,703</u>	<u>1,997,223</u>
Total liabilities	<u>3,019,096</u>	<u>3,393,465</u>
Net assets:		
Without donor restrictions	2,510,956	2,360,268
With donor restrictions	<u>1,725,014</u>	<u>1,434,263</u>
Total net assets	<u>4,235,970</u>	<u>3,794,531</u>
Total liabilities and net assets	<u>\$ 7,255,066</u>	<u>\$ 7,187,996</u>

See accompanying notes to financial statements.

## THE CAPITAL AREA AGENCY ON AGING

### Statement of Activities Year Ended September 30, 2024

	Without Donor Restrictions	With Donor Restrictions	Total
Support and revenue:			
Virginia Department for Aging and Rehabilitative Services programs:			
Federal funds	\$ 7,745,955	\$ 142,024	\$ 7,887,979
State funds	2,102,358	-	2,102,358
Donations and fundraising	29,605	22,823	52,428
In-kind contributions	45,163	-	45,163
Local funds	57,371	-	57,371
Cash program income	-	11,137	11,137
Other income	450	44,716	45,166
	<u>9,980,902</u>	<u>220,700</u>	<u>10,201,602</u>
Other support and revenue:			
Federal funds	449,747	77,382	527,129
State funds	30,863	53,673	84,536
Local funds	46,629	-	46,629
Other grant funds	238,680	636,550	875,230
Donations and fundraising	86,844	-	86,844
Corporate services	183,692	126,000	309,692
In-kind contributions	10,770	-	10,770
Interest income	32,040	-	32,040
	<u>1,079,265</u>	<u>893,605</u>	<u>1,972,870</u>
Total support and revenue	<u>11,060,167</u>	<u>1,114,305</u>	<u>12,174,472</u>
Net assets released from restriction	<u>908,779</u>	<u>(908,779)</u>	<u>-</u>
Expenses:			
Program services	11,644,964	-	11,644,964
Management and general	293,442	-	293,442
Fundraising	12,146	-	12,146
Total expenses	<u>11,950,552</u>	<u>-</u>	<u>11,950,552</u>
Other income:			
Change in beneficial interest - Community Foundation	<u>132,294</u>	<u>85,225</u>	<u>217,519</u>
Total other income	<u>132,294</u>	<u>85,225</u>	<u>217,519</u>
Change in net assets	150,688	290,751	441,439
Net assets, beginning of year	<u>2,360,268</u>	<u>1,434,263</u>	<u>3,794,531</u>
Net assets, end of year	<u>\$ 2,510,956</u>	<u>\$ 1,725,014</u>	<u>\$ 4,235,970</u>

See accompanying notes to financial statements.

# THE CAPITAL AREA AGENCY ON AGING

## Statement of Activities Year Ended September 30, 2023

	Without Donor Restrictions	With Donor Restrictions	Total
Support and revenue:			
Virginia Department for Aging and Rehabilitative Services programs:			
Federal funds	\$ 6,499,094	\$ -	\$ 6,499,094
State funds	2,137,662	-	2,137,662
Donations and fundraising	19,613	108,038	127,651
In-kind contributions	45,529	-	45,529
Local funds	194,000	-	194,000
Cash program income	-	10,376	10,376
	<u>8,895,898</u>	<u>118,414</u>	<u>9,014,312</u>
Other support and revenue:			
Federal funds	472,349	-	472,349
Other grant funds	229,725	318,880	548,605
Donations and fundraising	44,044	-	44,044
Rent	2,800	-	2,800
Corporate services	143,476	75,000	218,476
In-kind contributions	9,119	-	9,119
Interest Income	28,037	-	28,037
	<u>929,550</u>	<u>393,880</u>	<u>1,323,430</u>
Total support and revenue	<u>9,825,448</u>	<u>512,294</u>	<u>10,337,742</u>
Net assets released from restriction	<u>487,572</u>	<u>(487,572)</u>	<u>-</u>
Expenses:			
Program services	10,233,361	-	10,233,361
Management and general	289,695	-	289,695
Fundraising	30,223	-	30,223
Total expenses	<u>10,553,279</u>	<u>-</u>	<u>10,553,279</u>
Other income:			
Gain on disposal of property and equipment	835,594	-	835,594
Change in beneficial interest - Community Foundation	-	11,578	11,578
Total other income	<u>835,594</u>	<u>11,578</u>	<u>847,172</u>
Change in net assets	<u>595,335</u>	<u>36,300</u>	<u>631,635</u>
Net assets, beginning of year	<u>1,764,933</u>	<u>1,397,963</u>	<u>3,162,896</u>
Net assets, end of year	<u>\$ 2,360,268</u>	<u>\$ 1,434,263</u>	<u>\$ 3,794,531</u>

See accompanying notes to financial statements.



## THE CAPITAL AREA AGENCY ON AGING

### Statements of Functional Expenses Years Ended September 30, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Program services:		
Salaries and fringe benefits	\$ 5,375,292	\$ 4,909,440
Meals and delivery	1,773,237	1,794,916
Professional fees	753,334	503,033
Transportation	692,219	656,642
Building, maintenance and space costs	656,654	693,016
Office	361,958	228,094
Emergency services	340,781	177,377
Enrollee wages - senior employment program	303,270	287,517
Short-term personal care services	279,189	126,972
Travel	181,806	117,161
Employment and job training services	162,098	77,188
Stipends - foster grandparents program	145,666	99,160
Adult day care services	124,653	120,667
Other Program services	90,242	72,050
Training	90,918	37,162
Homemaker companion	84,984	61,740
Legal aid services	62,350	48,750
Equipment	58,360	81,945
Insurance	55,992	75,787
Printing and publications	33,377	32,574
Volunteer recognition	12,490	5,328
Depreciation	6,069	26,742
Medical Services	25	100
Total program services	<u>11,644,964</u>	<u>10,233,361</u>
Management and general:		
Salaries and fringe benefits	216,311	226,757
Office	50,276	24,596
Building, maintenance and space costs	26,855	38,342
Total management and general	<u>293,442</u>	<u>289,695</u>
Fundraising:		
Salaries and fringe benefits	8,315	9,012
Event costs	3,831	21,211
Total fundraising	<u>12,146</u>	<u>30,223</u>
Total expenses	<u>\$ 11,950,552</u>	<u>\$ 10,553,279</u>

See accompanying notes to financial statements.

## THE CAPITAL AREA AGENCY ON AGING

### Statements of Cash Flows Years Ended September 30, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Cash flows from operating activities:		
Change in net assets	\$ 441,439	\$ 631,635
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation	6,069	26,742
Gain on beneficial interest in assets held by the Community Foundation	(217,519)	(11,578)
Gain on disposal of property and equipment	-	(835,594)
Change in operating assets and liabilities:		
Grants receivable	(428,555)	(127,573)
Prepaid expenses and deposits	17,410	(78,304)
Operating right of use assets and lease liabilities, net	12,611	137,319
Accounts payable	126,855	105,952
Accrued wages and payroll liabilities	26,966	73,640
Unearned grant revenue	<u>(225,843)</u>	<u>98,927</u>
Net cash (used in) provided by operating activities	<u>(240,567)</u>	<u>21,166</u>
Cash flows from investing activities:		
Purchases of beneficial interest in assets held by the Community Foundation	(1,594,064)	-
Proceeds from sale of property and equipment	-	1,594,064
Purchases of property and equipment	<u>(2,835)</u>	<u>(31,112)</u>
Net cash (used in) provided by investing activities	<u>(1,596,899)</u>	<u>1,562,952</u>
Net change in cash and cash equivalents	(1,837,466)	1,584,118
Cash and cash equivalents, beginning of year	<u>3,571,104</u>	<u>1,986,986</u>
Cash and cash equivalents, end of year	<u>\$ 1,733,638</u>	<u>\$ 3,571,104</u>
Supplemental cash flow information related to leases:		
Cash paid for amounts included in the measurement of lease liabilities:		
Operating cash flows used for operating leases	\$ 389,927	\$ 167,996
Operating lease assets obtained in exchange for lease liabilities	<u>\$ -</u>	<u>\$ 2,490,697</u>

See accompanying notes to financial statements.

## **THE CAPITAL AREA AGENCY ON AGING**

### **Notes to Financial Statements**

#### **1. Nature of Operations:**

The Capital Area Agency on Aging (the “Agency”) is the designated Area Agency on Aging for Planning District 15. Prior to September 27, 2024, the Agency did business as Senior Connections, The Capital Area Agency on Aging and on September 27, 2024, began doing business as the SPAN Center. The Planning District includes the City of Richmond and the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent and Powhatan. The Agency was established in 1973 as a private, nonprofit 501(c)(3) organization governed by a Board of Directors and receives additional guidance from a diverse Advisory Council. The Agency provides direct services, information and referral, education and advocacy for older adults, caregivers and persons with disabilities. The Agency receives federal funding under the provisions of the Older Americans Act and state funds administered by the Virginia Department for Aging and Rehabilitative Services (“DARS”). Federal funds from the Corporation for National and Community Service supports the Foster Grandparent Mentors Program and the Retired and Senior Volunteer Program (RSVP). Funding is also provided by city and county governments as well as the corporate and foundation community. As a nonprofit, the Agency accepts donations of items, services, monetary gifts and memorials. The Agency also serves as the Region’s No Wrong Door Services Program. Additionally, the Agency has joined with other community partners to develop and implement the first Age Wave Readiness Plan for the Richmond Region. This initiative is now known as the Longevity Project.

The Agency’s strategic focus areas for the next five years are:

- Visibility and Marketing
- Programs and Services
- Funding and Resources
- Sustainability
- Measurement and Evaluation

#### **Our Vision**

“Seniors with improved quality of life.”

#### **Our Mission**

“Empowering seniors to live with dignity and choice.”

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 2. Summary of Significant Accounting Policies:

**Basis of Accounting:** The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States ("GAAP") as determined by the Financial Accounting Standards Board ("FASB") Accounting Standards Codification ("ASC").

**Basis of Presentation:** The financial statements are presented in accordance with FASB guidance, which establishes standards for financial statements issued by nonprofit organizations. It requires that net assets and related revenue and expenses be classified in two classes of net assets — net assets without donor restrictions and net assets with donor restrictions, based upon the existence or absence of donor-imposed restrictions. A definition and description of each net asset class follows:

***Net Assets Without Donor Restrictions*** – Net assets that are not subject to donor-imposed restrictions, including net assets undesignated and designated by the Board of Directors. Net assets without donor restrictions include the revenues and expenses of the primary operations of the Agency.

***Net Assets With Donor Restrictions*** – Net assets with donor restrictions consist of assets whose use is limited by donor-imposed, time and/or purpose restrictions, or are restricted to be held into perpetuity. Net assets with donor restrictions include donor-imposed stipulations for specific operating purposes. When a donor restriction expires, meaning the Agency has met the purpose restriction or the stipulated time period has passed, net assets with donor restrictions are reclassified to net assets without donor restriction and reported in the statements of activities as net assets released from restrictions. Other donor-imposed restrictions are perpetual in nature, whereby the donor stipulates that they be maintained permanently by the Agency to use all or part of the income earned on any related investments for general or specific purposes, in accordance with the conditions of each specific donation.

**Use of Estimates:** The preparation of financial statements in accordance with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenues, and expenses and disclosure of contingent assets and liabilities for the reported periods. Actual results could differ from those estimates and assumptions.

**Cash and Cash Equivalents:** Cash and cash equivalents include cash on hand and cash in banks with maturities of three months or less.

**Grants Receivable:** Grants receivable represent amounts due from grant revenues earned, billed and unbilled, but not yet received, and appropriations earned but unpaid from the local government entities in the Agency's service region as of the end of the fiscal year. The Agency uses the reserve method of accounting for doubtful accounts. The amount of doubtful accounts receivable was considered immaterial at September 30, 2024 and 2023, and no reserve was considered necessary.

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 2. Summary of Significant Accounting Policies, Continued:

**Concentration of Credit Risk:** Financial instruments that potentially subject the Agency to concentration of credit risk consist principally of cash and cash equivalents, unsecured receivables, and investments. The Agency maintains its cash and cash equivalent balances in a large financial institution whose balances were fully insured by the Federal Deposit Insurance Corporation up to \$250,000. During 2024 and 2023, the Agency periodically had funds in excess of the insured limits.

Grants receivable are from DARS, other federal agencies, local governments, and foundations. The Agency believes its credit risk related to these accounts receivable is limited due to the nature of its donors. The ability to collect receivables is affected by the general economic conditions.

Through its beneficial interest in assets held by the Community Foundation, the Agency invests in various investment securities, which are exposed to various risks, such as interest rate, credit, and overall volatility risks. Due to the level of risk associated with certain investment securities and the level of uncertainty related to changes in the value of investment securities, it is at least reasonably possible that changes in risk in the near term would affect the investment balances and the amount reported in the financial statements.

**Property and Equipment:** At September 30, 2024 and 2023, property and equipment consists of building improvements. The Agency follows the capitalization policy of DARS, which allows capital equipment items purchased with a cost of \$5,000 or more to be capitalized as property and equipment. Depreciation is computed using the straight-line method over the estimated useful life of 15 years. As of September 30, 2024 and 2023, accumulated depreciation was \$7,312 and \$1,243, respectively.

Office and service equipment acquired with grant funds are not the property of the Agency and are therefore shown as current period program expenditures. Accordingly, there is no depreciation for grant funded office and service equipment reflected in these financial statements. In the event of termination of the Agency's contract with DARS, all personal property acquired with DARS grant funds shall be returned to or disposed of as directed by the DARS.

In August 2023, the building owned and occupied by the Agency was sold for cash proceeds totaling \$1,594,064. A gain on the sale of the building of \$835,594 was recognized as other income on the accompanying 2023 consolidated statement of activities.

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 2. Summary of Significant Accounting Policies, Continued:

**Leases:** The Agency records leases under ASU 2016-02, Leases (Topic 842). ASC 842 requires lessees to recognize a right-of-use asset and a lease liability on the statement of financial position for substantially all leases with a term of 12 months or greater. Leases are classified as either finance or operating, with classification affecting expense recognition in the Agency's operations.

Lease liabilities are initially measured at the present value of future lease payments, measured on a discounted basis, as of the lease commencement date or the adoption date, whichever is later. The right-of-use assets are initially measured at the value of the lease liabilities, adjusted for initial direct lease costs, lease incentives, and prepared or deferred rent. The Agency elected to use the risk-free discount rate for any leases for which the rate implicit in the lease was not readily determinable. The right-of-use assets and lease liabilities are calculated to include options to extend or terminate the lease when the Agency determines that it is reasonably certain it will exercise the options. In making those determinations, the Agency considers various existing economic and market factors, business strategies as well as the nature, length, and terms of the lease agreements.

At October 1, 2022, the Agency adopted the provisions of ASC 842, using the modified retrospective adoption method. Upon adoption of ASC 842, the Agency elected the transitional package of practical expedients that allow an entity to not reassess (1) whether any expired or existing contracts contain a lease, (2) the lease classification of any expired or existing lease, and (3) initial direct costs for any existing lease, and the use of hindsight in determining the lease term. In addition, the Agency elected to not record a lease liability and corresponding right-of-use asset for leases with terms of 12 months or less, and to account for lease and non-lease components as a single lease component.

The adoption of ASC 842 resulted in the recognition of operating lease right-of-use assets and operating lease liabilities of \$2,490,697 as of October 1, 2022. The standard did not materially impact the Agency's operations and cash flows.

**Vacation and Sick Compensation Accrual:** Full-time employees may accrue annual vacation leave up to 187.5 hours, while part-time employees may accrue up to 47 hours. Full-time employees may accrue up to \$2,500 for unused sick leave if the employment period is for at least ten years and up to \$1,500 for more than five but less than ten years.

**Unearned Revenue:** The Agency receives federal funds in advance for certain programs. These federal funds are recorded as unearned revenue until the related expenditures are incurred.

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 2. Summary of Significant Accounting Policies, Continued:

**Functional Expenses:** The costs of providing the various programs and other activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the programs, management and general, and fundraising based on recording organizational expenses in department categories that align with these functions. Direct program expenses represent payments for program partners and direct program salaries and fringe benefits. Indirect program expenses include administrative, development, IT personnel, and office and building costs. Management and general personnel, office, and computer equipment allocations are based on Agency salaries and fringe benefits. Building, maintenance, and depreciation allocations are based on square footage. Fundraising expenses represent salaries and fringe benefits, and costs directly related to fundraising event activities.

**Income Taxes:** The Agency is a qualifying non-profit entity as defined under section 501(c)(3) of the Internal Revenue Code and the tax statutes of the Commonwealth of Virginia and is therefore exempt from federal and state income taxation.

**Income Tax Uncertainties:** Management has evaluated the effects of accounting guidance related to uncertain income tax positions and concluded that the Agency had no significant financial statement exposure to uncertain income tax positions at September 30, 2024 or 2023. The Agency is not currently under audit by any tax jurisdictions.

**Contributions and Grants:** Contributions and grants are recognized when an unconditional promise to give or cash is received. Conditional promises to give, with a measurable performance or other barrier and a right of return, are not recognized until the conditions on which they depend have been met. Contributions and grants are recorded as support without donor restrictions or support with donor restrictions depending on the existence and/or nature of any donor restrictions.

When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

**Contributions of Nonfinancial Assets:** The value of contributed services and materials that either (a) created or enhanced a nonfinancial asset or (b) required specialized skills, was provided by individuals possessing those skills, and are of the type that would have been purchased if not contributed, amounted to \$55,933 for 2024 and \$54,648 for 2023 and have been recognized at their fair value as determined by the donor (see Note 13). These in-kind contributions are separately stated on the statements of activities for the years ended September 30, 2024 and 2023.

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 2. Summary of Significant Accounting Policies, Continued:

**Subsequent Events:** Management has evaluated subsequent events through December 17, 2024, the date the financial statements were available for issuance, and has determined that other than as noted in Note 1, Nature of Operations, there are no subsequent events to be reported in the accompanying financial statements.

#### 3. Fair Value Measurements:

The Agency follows FASB guidance for fair value measurements. The provisions of the guidance provides a framework for measuring fair value under GAAP and defines fair value as the exchange price that would be received for an asset or paid to transfer a liability (exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date.

Such guidance establishes a three-tier fair value hierarchy, which prioritizes the inputs used in measuring fair value as follows:

- Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Agency has the ability to access.
- Level 2 Quoted prices for similar instruments in active and inactive markets; and model driven valuations with significant inputs and drivers derived from observable active markets.
- Level 3 Inputs to the valuation methodology are unobservable for the instrument and significant to the fair value measurement.

Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

The beneficial interest in assets held by the Community Foundation is valued at fair value as determined by the Community Foundation whose investments are primarily invested with The Richmond Fund, LP (the "Fund"). The Fund is valued by the general partner of the Fund based on several criteria established in the Fund's operating agreement. The Fund operates as a fund of funds and, as such, the general partner reviews the fair values of each underlying funds based on available information. The Fund undergoes an independent audit twice per year (6/30 and 12/31). There are no additional funding requirements related to the Fund.



## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 3. Fair Value Measurements, Continued:

Assets and liabilities measured at fair value on a recurring basis at September 30, 2024, include the following:

	Fair Value Using			Assets at Fair Value
	Level 1	Level 2	Level 3	
Assets:				
Beneficial interest in assets held by the Community Foundation	\$ -	\$ -	\$ 2,744,328	\$ 2,744,328

Assets and liabilities measured at fair value on a recurring basis at September 30, 2023, include the following:

	Fair Value Using			Assets at Fair Value
	Level 1	Level 2	Level 3	
Assets:				
Beneficial interest in assets held by The Community Foundation	\$ -	\$ -	\$ 932,745	\$ 932,745

There were contributions of \$1,594,064 to the Fund during 2024. There were no contributions to the Fund during 2023. There were no distributions from the Fund during 2024 or 2023.

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 4. Net Assets:

**With Donor Restrictions:** Net assets with donor restrictions are restricted to be used towards the following specified program services at September 30:

	2024	2023
Adopt a Café	\$ 722	\$ 214
Age Wave	32,466	177,436
Branding Project	24,250	-
Care Transitions	106,196	27,852
Guardianship	172,479	132,875
Individual Counseling	15,000	-
No Wrong Door	4,911	7,368
Respite	15,000	-
Richmond Project Banner	55,000	12,080
Ride Connections	38,110	-
Strategic Planning Project	23,693	143,693
USAgging Vaccine Collaborative	19,217	-
Total subject to expenditure for a specified purpose	507,044	501,518
Time restricted for operations	200,000	-
Beneficial interest in assets held by the Community Foundation	1,017,970	932,745
	<u>\$ 1,725,014</u>	<u>\$ 1,434,263</u>

Net assets with donor restrictions were released from donor restrictions by incurring expenses to satisfy the following restricted purposes for the years ended September 30:

	2024	2023
Adopt a Café	\$ 725	\$ 11,684
Age Wave	169,971	106,672
Branding Project	35,750	-
Care Transitions	111,656	106,492
Guardianship	108,242	127,502
Housing Stability	-	9,520
Individual Counseling	157,024	14,701
Other Program Services	11,137	10,376
No Wrong Door	2,457	491
Respite	90,262	68,827
Ride Connections	43,390	-
Strategic Planning Project	120,000	31,307
USAgging Vaccine Collaborative	58,165	-
	<u>\$ 908,779</u>	<u>\$ 487,572</u>

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 4. Net Assets, Continued:

**Without Donor Restrictions:** There were no board designated assets at September 30, 2024. Net assets without donor restrictions at September 30, 2023 include board designated funds of \$1,594,064 representing proceeds from the sale of the building in August 2023. The funds were invested into a Flexible Fund at the Community Foundation for a Greater Richmond in 2024 (see Note 7).

#### 5. Federal and State Funding:

The major federal and state funding sources for the Agency are the Commonwealth of Virginia, including a significant portion from the Department for Aging and Rehabilitative Services and the United States Departments of Health & Human Services and Labor.

Revenues are recorded for major grants as received based on authorized expenditures, as requested advances against future expenditures are received, and at year-end as earned, based on authorized expenditures. The Agency's major grants are on an advance basis for earned revenue. Grant funds recorded in excess of applicable expenditures are considered unearned at year-end and subject to the carryover provisions of the funding source.

#### 6. Retirement Plan:

Effective January 1, 1998, the Agency converted its money purchase pension plan to a 401(k) retirement plan covering all employees who are at least 21 years old and have been employed by the Agency for more than one year. The amendment to the plan allows employees to reduce their compensation and have these amounts contributed to the plan on their behalf. Effective October 1, 2007, this plan was converted to a 403(b) defined contribution retirement plan. The Agency's current contribution and cost are 8% of covered employees' compensation and totaled \$266,302 for 2024 and \$224,501 for 2023.

#### 7. Beneficial Interest in Assets Held by the Community Foundation:

The CAAA Foundation (the "Foundation") was organized in March 1993 with the objective of receiving and soliciting donations from various sources to help meet the basic human needs mission of the Agency. Prior to the year ended September 30, 1997, three of the fifteen members of the Board were appointed by the Board of Directors of the Agency.

Effective during the year ended September 30, 1997, the by-laws of the Foundation and the Agency were amended to provide for the election of twelve (12) of the fifteen (15) members of the Foundation's Board by the Agency's Board. As a result of this change, the Foundation's financial position, changes in its net assets, and cash flows were consolidated with that of the Agency for financial statement purposes.

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 7. **Beneficial Interest in Assets Held by the Community Foundation, Continued:**

On March 28, 2001, the State Corporation Commission of Virginia accepted the Foundation's application of its dissolution. The Foundation's Board continued to meet after this date for the purpose of transferring net assets. The Foundation's Board resolved to transfer the remaining assets of the Foundation to the Agency. In lieu of the Agency's Board establishing a development committee for the purpose of continuing to further the objectives of the Foundation, the Foundation and Agency's Boards resolved to transfer the assets to a separate, unaffiliated non-profit entity, the Community Foundation for a Greater Richmond (the "Community Foundation").

The Community Foundation established the "Senior Connections Endowment Fund" (the "Fund") as a "permanent endowment". "So long as the Agency or any successor agency is carrying out its mission of serving persons in Virginia Planning Region 15 age 60 and older, it shall be entitled to request and receive each year, beginning 2002, up to 5% of the value of the Fund as determined on December 31 of the preceding calendar year. This right shall be "non-cumulative." If the Agency, or any successor agency, should cease operation, then the Community Foundation may distribute up to 5% to organizations serving the needs of persons age 60 and older located in Virginia Planning District 15." The Community Foundation's Board of Governors has full authority and discretion as to the investment of the assets, as well as certain variance power as defined in the agreement. The Fund is recognized in the Agency's financial statements as a beneficial interest in assets held by the Community Foundation.

During 2024, \$1,594,064 of cash from proceeds of the 2023 sale of a building were invested in a separate account with the Community Foundation. There are no restrictions on these funds.

**Interpretation of Relevant Law:** The Board of Directors of the Agency has interpreted the Uniform Prudent Management of Institutional Funds Act ("UPMIFA") as requiring the preservation of the fair value of the original gift of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Agency classifies as net assets with donor restrictions (a) the original value of gifts donated to the permanent endowment, (b), the original value of subsequent gifts to the permanent endowment, and (c) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund.

As the Agency is permitted to take a distribution of up to 5% per calendar year, non-cumulative, the distributions taken in the current year are shown as releases of net assets with donor restrictions in the accompanying statements of activities. There were no distributions during 2024 or 2023.

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 7. Beneficial Interest in Assets Held by the Community Foundation, Continued:

**Return Objectives and Risk Parameters:** The Agency has adopted investment and spending policies for some donor-restricted endowment funds that attempt to provide a predictable stream of funding to the Agency, not to exceed 5% per year. In addition to providing a predictable stream of funding, the adopted investment and spending policies also seek to maintain the purchasing power of the endowment assets. Endowment assets include donor-restricted funds that the Agency must hold in perpetuity.

The following table provides reconciliation between the beginning and ending balances of the beneficial interest in assets held by the Community Foundation:

	Without Donor Restrictions	With Donor Restrictions
Balance at October 1, 2022	\$ -	\$ 921,167
Change in value	-	11,578
Balance at September 30, 2023	-	932,745
Additions	1,594,064	-
Change in value	132,294	85,225
Balance at September 30, 2024	<u>\$ 1,726,358</u>	<u>\$ 1,017,970</u>

#### 8. Leases:

The Agency has several operating leases for office equipment, expiring in 2025. During 2023, the Agency also entered a lease for office space. The office space lease includes scheduled rent increases at specified intervals during the term of the lease, which expires in 2030. Future minimum lease payments under non-cancellable operating leases as of September 30, 2024 are as follows:

Year Ending September 30:	Amount
2025	\$ 395,047
2026	399,764
2027	411,813
2028	424,111
2029	436,758
2030	261,016
Total lease payments	2,328,509
Less amount representing interest	(243,706)
Total operating lease liabilities	<u>\$ 2,084,803</u>

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 8. Leases, Continued:

The weighted-average remaining lease term for operating leases at September 30, 2024 and 2023 was 5.6 years and 6.5 years, respectively, and the weighted-average discount rate for operating leases was 3.9%.

The components of lease expense for the years ended September 30 are as follows:

	2024	2023
Operating lease cost	\$ 402,539	\$ 305,315
Short-term lease cost	51,800	47,091
Variable lease cost	959	5,663
Total operating lease cost	<u>\$ 455,298</u>	<u>\$ 358,069</u>

#### 9. Commitments and Contingencies:

The Agency is heavily dependent upon government grants and contracts for its operation. If government funds were curtailed it would be necessary to curtail or eliminate several programs. For 2024, 70% of the Agency's revenue was derived from the federal government. For 2023, 62% of the Agency's revenue was derived from the federal government. The expectation is that government entities will continue funding many of the programs. Amounts received or receivable for federal grants are subject to audit and adjustment by the granting federal agency. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. It is management's belief that adjustments, if any, would not materially affect the Agency's financial position.

#### 10. Related Party Transactions:

On October 1, 2018, the Agency entered, as landlord, into a three-year office space lease agreement with an association of which the Agency is a member. The lease agreement called for a 3% increase in rental payments at each October 1 through 2021. The lease agreement was renewed on October 1, 2021 for an additional three years. During 2023, the agreement was terminated when the Agency made its building available for sale. The tenant paid annual rent and parking of \$2,800 to the Agency for the fiscal year ended September 30, 2023.

#### 11. Guarantees:

The Agency has certain obligations to indemnify its current officers and directors for certain events or occurrences while the officer or director is, or was serving, at the Agency's request in such capacities. The maximum liability under these obligations is limited by the Code of Virginia. The Agency's insurance policies serve to further limit its exposure.

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 12. Liquidity and Availability of Financial Assets:

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statements of financial position at September 30 comprise of the following:

	<u>2024</u>	<u>2023</u>
Financial assets available within one year:		
Cash and cash equivalents	\$ 1,733,638	\$ 3,571,104
Grants receivable:		
Commonwealth of Virginia - Department for		
Aging and Rehabilitative Services	316,870	63,708
Other	<u>391,770</u>	<u>216,377</u>
Total	2,442,278	3,851,189
Less those unavailable for general expenditure		
within one year:		
Board designated net assets	-	1,594,064
Net assets with donor restrictions, less beneficial		
interest	<u>507,044</u>	<u>501,518</u>
Financial assets available within one year		
for general expenditure	<u>\$ 1,935,234</u>	<u>\$ 1,755,607</u>

As a part of the Agency's liquidity management, it structures its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

#### 13. Donated Services and Materials:

The Agency receives significant in-kind contributions of time and pro bono services from members of the community and volunteers related to program operations. Donated services are recognized as contributions if the services (a) create or enhance nonfinancial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Agency. The Agency recognizes in-kind contribution revenue and a corresponding expense in an amount approximating the fair value at the time of the donation.

During fiscal years 2024 and 2023, the Agency received donated services from site supervisors for the Senior Employment Program ("SEP"). The Agency also received contributions of training sessions and meals for volunteers.

## THE CAPITAL AREA AGENCY ON AGING

### Notes to Financial Statements, Continued

#### 13. Donated Services and Materials, Continued:

The Agency received the following in-kind contributions for the years ended September 30:

	2024	2023
SEP employment match	\$ 44,884	\$ 49,229
Volunteer meals	9,790	4,859
Training	980	560
Travel and transportation	279	-
	<u>\$ 55,933</u>	<u>\$ 54,648</u>

All donated services and materials were utilized by the Agency's programs. There were no donor-imposed restrictions associated with the donated services and assets.

Donated services and materials are valued at the standard market rates charged for those services to cash-paying customers.



## **SUPPLEMENTAL INFORMATION**

## THE CAPITAL AREA AGENCY ON AGING

### Supplemental Schedule of Status of DARS Funds – Modified Accrual Basis From October 1, 2023 to September 30, 2024

<u>Fund</u>	Unencumbered Funds on Hand October 1, 2023	Total Funds Received During Period	Funds in Transit at September 30, 2024	Total of Funds Available During Period	Accrued Costs to Contract Period	Unencumbered Funds on Hand September 30, 2024
Older Americans Act:						
Title III-B	\$ 43,127	\$ 1,125,600	\$ -	\$ 1,168,727	\$ 1,273,992	\$ (105,265)
Title III-C(1)	82,729	735,395	-	818,124	836,419	(18,295)
Title III-C(2)	47,271	660,816	-	708,087	788,060	(79,973)
Title III-D	-	33,615	-	33,615	33,985	(370)
Title III-E	45,877	411,000	-	456,877	548,663	(91,786)
Title VII-Elder Abuse	-	11,157	-	11,157	11,157	-
Title VII-Ombudsman	-	63,869	-	63,869	63,869	-
NSIP	-	88,795	-	88,795	88,795	-
Vaccine Access	(7,267)	7,267	-	-	-	-
American Rescue Plan (ARP) III-B	-	1,005,001	-	1,005,001	1,005,001	-
American Rescue Plan (ARP) III-C(1)	-	768,795	-	768,795	768,795	-
American Rescue Plan (ARP) III-C(2)	-	1,161,586	-	1,161,586	1,161,586	-
American Rescue Plan (ARP) III-D	-	143,656	-	143,656	143,656	-
American Rescue Plan (ARP) III-E	-	345,076	-	345,076	345,076	-
American Rescue Plan (ARP) VII-Ombudsman	-	10,814	-	10,814	10,814	-
Expanding Public Health Workforce	(2,439)	83,580	-	81,141	81,141	-
Other federal:						
Title V-(PY 06/30/24 Award)	(3,661)	292,844	-	289,183	289,183	-
Title V-(PY 06/30/25 Award)	-	99,000	-	99,000	96,145	2,855
Title V- DOL (STCS)	(9,534)	39,546	-	30,012	30,012	-
DOL (GPMS)	-	9,650	-	9,650	9,650	-
VICAP-(PY 03/31/24 Award)	(29,166)	63,437	-	34,271	34,271	-
VICAP-(PY 03/31/25 Award)	-	39,700	-	39,700	46,935	(7,235)
DMAS Ombudsman FY 24	-	22,080	-	22,080	22,080	-
MIPPA - Priority 2 - AAA	-	85,150	-	85,150	85,150	-

See independent auditor's report.

## THE CAPITAL AREA AGENCY ON AGING

### Supplemental Schedule of Status of DARS Funds – Modified Accrual Basis, Continued From October 1, 2023 to September 30, 2024

<u>Fund</u>	Unencumbered Funds on Hand October 1, 2023	Total Funds Received During Period	Funds in Transit at September 30, 2024	Total of Funds Available During Period	Accrued Costs to Contract Period	Unencumbered Funds on Hand September 30, 2024
General funds:						
OAA General-(PY 06/30/24)	\$ -	\$ 360,915	\$ -	\$ 360,915	\$ 360,915	\$ -
OAA General-(PY 06/30/25)	-	100,588	-	100,588	100,588	-
Community Based-(PY 06/30/24)	-	256,875	-	256,875	256,875	-
Community Based-(PY 06/30/25)	-	85,625	-	85,625	85,625	-
Transportation-(PY 06/30/24)	-	118,021	-	118,021	118,021	-
Transportation-(PY 06/30/25)	-	39,340	-	39,340	39,340	-
Home Delivered Meals-(PY 06/30/24)	-	416,237	-	416,237	416,237	-
Home Delivered Meals-(PY 06/30/25)	-	138,746	-	138,746	138,746	-
Supplemental Nutrition-(PY 06/30/24)	-	104,412	-	104,412	104,412	-
Supplemental Nutrition-(PY 06/30/25)	-	34,804	-	34,804	34,804	-
Ombudsman-(PY 06/30/24)	-	31,194	-	31,194	31,194	-
Ombudsman-(PY 06/30/25)	-	10,398	-	10,398	10,398	-
Care Coordination CCEVP-(PY 06/30/24)	-	43,367	-	43,367	43,367	-
Care Coordination CCEVP-(PY 06/30/25)	-	14,456	-	14,456	14,456	-
Respite Care Initiative-(PY 06/30/24)	(2,827)	44,000	-	41,173	41,173	-
Respite Care Initiative-(PY 06/30/25)		12,500	-	12,500	12,500	-
Guardianship VDA-(PY 06/30/24)	19,721	75,000	-	94,721	94,721	-
Guardianship VDA-(PY 06/30/25)	-	25,000	-	25,000	25,000	-
Guardianship VDA Mental Health-(PY 06/30/24)	-	75,000	-	75,000	75,000	-
Guardianship VDA Mental Health-(PY 06/30/25)	-	25,000	-	25,000	25,000	-
Guardianship DBHDS ID/DDS-(PY 6/30/2024)	-	37,500	-	37,500	17,500	20,000
Guardianship DBHDS ID/DDS-(PY 6/30/2025)	-	12,500	-	12,500	17,428	(4,928)
Senior Cool Care	-	7,500	-	7,500	7,500	-
VICAP General Funds-(PY 06/30/24)	(4,134)	21,000	-	16,866	16,866	-
VICAP General Funds-(PY 06/30/25)	-	9,700	-	9,700	16,342	(6,642)
Totals	\$ 174,915	\$ 9,442,162	\$ -	\$ 9,617,077	\$ 9,912,811	\$ (295,734)

See independent auditor's report.

## THE CAPITAL AREA AGENCY ON AGING

### Supplemental Schedule of Costs by Program Activity – Modified Accrual Basis From October 1, 2023 to September 30, 2024

Fund	Costs to Federal III B Funds	Costs to Federal III C-1 Funds	Costs to Federal III C-2 Funds	Costs to Federal III D Funds	Costs to Federal III E Funds	Costs to Federal VII Eld. Abuse	Costs to Federal VII OMB Funds
<b>Title III, (Except Title III-E)</b>							
<b>Older Americans Act Funds</b>							
Adult Day Care	\$ 57,785	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Checking	8,532	-	-	-	-	-	-
Chore	33,808	-	-	-	-	-	-
Homemaker	20,846	-	-	-	-	-	-
Personal Care	34,475	-	-	-	-	-	-
Care Coordination Level 2	37,771	-	-	-	-	-	-
Care Transitions	86,419	-	-	-	-	-	-
Comm. Referral Info. & Assist	108,005	-	-	-	-	-	-
Options Counseling	-	-	-	-	-	-	-
Transportation	40,052	-	-	-	-	-	-
Congregate Meals	-	757,174	-	-	-	-	-
Home Delivered Meals	-	-	663,207	-	-	-	-
Nutrition Counseling	-	-	4,830	-	-	-	-
Nutrition Education	-	-	40,828	-	-	-	-
CDSME	-	-	-	10,084	-	-	-
Falls Prevention	-	-	-	23,901	-	-	-
Emergency Services	46,453	-	-	-	-	-	-
Employment	102,988	-	-	-	-	-	-
Money Management	103,284	-	-	-	-	-	-
Outreach/Public Information & Education	1,321	-	-	-	-	-	-
Residential Repair and Renovation	147,693	-	-	-	-	-	-
Socialization/Recreation	10,746	-	-	-	-	-	-
Volunteer Programs	182,343	-	-	-	-	-	-
Legal Assistance	50,072	-	-	-	-	-	-
Elder Abuse Prevention	31,033	-	-	-	-	-	-
LTC Ombudsman Program	138,366	-	-	-	-	11,157	63,869
Prep. and Admin.	32,000	79,245	79,195	-	-	-	-
Public Health Workforce	-	-	-	-	-	-	-
<b>Title III-E Older Americans</b>							
<b>Act Funds</b>							
Individual Counseling	-	-	-	-	48,779	-	-
Caregiver Training	-	-	-	-	27,680	-	-
Comm. Referral Info. & Assist	-	-	-	-	218,629	-	-
Outreach/Public Information/Education	-	-	-	-	143,140	-	-
Respite Voucher	-	-	-	-	595	-	-
Adult Day Care (Out of Home)	-	-	-	-	12,784	-	-
Homemaker (In-Home)	-	-	-	-	8,088	-	-
Personal Care (In-Home)	-	-	-	-	49,677	-	-
Prep. and Admin.	-	-	-	-	29,324	-	-
<b>Grandparent &amp; Older Individual</b>							
<b>Caregivers of Children</b>							
Outreach/Public Information/Education	-	-	-	-	9,967	-	-
<b>Total Title III &amp; Title VII</b>	<u>\$ 1,273,992</u>	<u>\$ 836,419</u>	<u>\$ 788,060</u>	<u>\$ 33,985</u>	<u>\$ 548,663</u>	<u>\$ 11,157</u>	<u>\$ 63,869</u>

See independent auditor's report.

## THE CAPITAL AREA AGENCY ON AGING

### Supplemental Schedule of Costs by Program Activity – Modified Accrual Basis, Continued From October 1, 2023 to September 30, 2024

Fund	Costs to Federal ARP III B Funds	Costs to Federal ARP III C-1 Funds	Costs to Federal ARP III C-2 Funds	Costs to Federal ARP III D Funds	Costs to Federal ARP III E Funds	Costs to Federal ARP III OMB Funds
<b>Title III, (Except Title III-E)</b>						
<b>Older Americans Act Funds</b>						
Adult Day Care	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Checking	-	-	-	-	-	-
Chore	-	-	-	25,899	-	-
Homemaker	-	18,801	7,228	-	-	-
Personal Care	-	105,015	-	-	-	-
Care Coordination Level 2	-	-	18,000	-	-	-
Care Transitions	250,000	-	-	-	-	-
Comm. Referral Info. & Assist	374,730	-	203,707	-	201,206	-
Options Counseling	-	-	-	-	-	-
Transportation	326,852	75,000	-	-	-	-
Congregate Meals	-	345,304	147,666	-	-	-
Home Delivered Meals	-	-	404,168	-	-	-
Nutrition Counseling	-	-	-	-	-	-
Nutrition Education	-	-	-	-	-	-
CDSME	-	-	-	30,054	-	-
Falls Prevention	-	-	-	76,001	-	-
Emergency Services	-	-	99,202	-	-	-
Employment	-	-	-	-	-	-
Money Management	-	-	-	-	-	-
Outreach/Public Information & Education	-	166,675	136,615	-	50,625	-
Residential Repair and Renovation	-	-	60,000	-	-	-
Socialization/Recreation	-	-	-	-	-	-
Volunteer Programs	-	58,000	85,000	-	-	-
Legal Assistance	-	-	-	-	-	-
Elder Abuse Prevention	-	-	-	-	-	-
LTC Ombudsman Program	53,419	-	-	-	-	10,814
Prep. and Admin.	-	-	-	-	-	-
Public Health Workforce	-	-	-	-	-	-
<b>Title III-E Older Americans</b>						
<b>Act Funds</b>						
Individual Counseling	-	-	-	-	93,245	-
Caregiver Training	-	-	-	11,702	-	-
Comm. Referral Info. & Assist	-	-	-	-	-	-
Outreach/Public Information/Education	-	-	-	-	-	-
Respite Voucher	-	-	-	-	-	-
Adult Day Care (Out of Home)	-	-	-	-	-	-
Homemaker (In-Home)	-	-	-	-	-	-
Personal Care (In-Home)	-	-	-	-	-	-
Prep. and Admin.	-	-	-	-	-	-
<b>Grandparent &amp; Older Individual</b>						
<b>Caregivers of Children</b>						
Outreach/Public Information/Education	-	-	-	-	-	-
<b>Total Title III &amp; Title VII</b>	<u>\$ 1,005,001</u>	<u>\$ 768,795</u>	<u>\$ 1,161,586</u>	<u>\$ 143,656</u>	<u>\$ 345,076</u>	<u>\$ 10,814</u>

See independent auditor's report.

# THE CAPITAL AREA AGENCY ON AGING

## Supplemental Schedule of Costs by Program Activity – Modified Accrual Basis, Continued From October 1, 2023 to September 30, 2024

Fund	Costs to Federal Exp. Public Health Workforce	Voluntary Contributions	Costs to Other Non- Fed Funds	DMAS Ombudsman	Costs to Other Local Fed Funds	Costs to NSIP Funds	Costs to G.F. OAA General Funds	Costs to G.F. Comm. Based Funds
<b>Title III, (Except Title III-E)</b>								
<b>Older Americans Act Funds</b>								
Adult Day Care	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,000
Checking	-	-	-	-	-	-	-	7,500
Chore	-	-	-	-	-	-	-	-
Homemaker	-	270	-	-	-	-	-	23,000
Personal Care	-	18	702	-	-	-	-	60,000
Care Coordination Level 2	-	-	-	-	-	-	-	-
Care Transitions	-	-	20,650	-	-	-	-	-
Comm. Referral Info. & Assist	-	-	104,691	-	-	-	204,984	-
Options Counseling	-	-	-	-	-	-	-	-
Transportation	-	2,477	-	-	-	-	-	-
Congregate Meals	-	5,800	250	-	5,850	88,795	30,375	-
Home Delivered Meals	-	-	350	-	-	-	-	-
Nutrition Counseling	-	-	-	-	-	-	-	-
Nutrition Education	-	-	-	-	-	-	-	-
CDSME	-	-	-	-	-	-	-	-
Falls Prevention	-	-	50	-	-	-	-	-
Emergency Services	-	-	-	-	7,681	-	-	-
Employment	-	-	-	-	-	-	20,000	-
Money Management	-	-	10	-	-	-	-	80,000
Outreach/Public Information & Education	-	-	2,140	-	-	-	32,607	-
Residential Repair and Renovation	-	-	-	-	-	-	-	-
Socialization/Recreation	-	-	-	-	-	-	-	-
Volunteer Programs	-	-	15	-	-	-	45,607	-
Legal Assistance	-	-	-	-	-	-	-	-
Elder Abuse Prevention	-	-	-	-	-	-	12,607	-
LTC Ombudsman Program	-	-	-	22,080	-	-	17,607	-
Prep. and Admin.	-	-	48,571	-	-	-	15,107	-
Public Health Workforce	81,141	-	-	-	-	-	-	-
<b>Title III-E Older Americans</b>								
<b>Act Funds</b>								
Individual Counseling	-	-	15,000	-	-	-	-	-
Caregiver Training	-	-	-	-	-	-	-	-
Comm. Referral Info. & Assist	-	-	-	-	-	-	82,609	-
Outreach/Public Information/Education	-	-	-	-	-	-	-	-
Respite Voucher	-	-	-	-	-	-	-	-
Adult Day Care (Out of Home)	-	-	-	-	-	-	-	68,000
Homemaker (In-Home)	-	393	-	-	-	-	-	22,000
Personal Care (In-Home)	-	579	16,375	-	-	-	-	46,000
Prep. and Admin.	-	-	10,000	-	-	-	-	-
<b>Grandparent &amp; Older Individual</b>								
<b>Caregivers of Children</b>								
Outreach/Public Information/Education	-	-	-	-	-	-	-	-
<b>Total Title III &amp; Title VII</b>	<u>\$ 81,141</u>	<u>\$ 9,537</u>	<u>\$ 218,804</u>	<u>\$ 22,080</u>	<u>\$ 13,531</u>	<u>\$ 88,795</u>	<u>\$ 461,503</u>	<u>\$ 342,500</u>

See independent auditor's report.

## THE CAPITAL AREA AGENCY ON AGING

### Supplemental Schedule of Costs by Program Activity – Modified Accrual Basis, Continued From October 1, 2023 to September 30, 2024

Fund	Costs to G.F. Transport Funds	Costs to G.F. HD Meals Funds	Costs to G.F. Supp. Nutr. Funds	Costs to G.F. CCEVP Funds	Costs to G.F. Ombuds Funds	Grand Total
<b>Title III, (Except Title III-E)</b>						
<b>Older Americans Act Funds</b>						
Adult Day Care	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 93,785
Checking	-	-	-	-	-	16,032
Chore	-	-	-	-	-	59,707
Homemaker	-	-	-	-	-	70,145
Personal Care	-	-	-	-	-	200,210
Care Coordination Level 2	-	-	-	-	-	55,771
Care Transitions	-	-	-	28,964	-	386,033
Comm. Referral Info. & Assist	-	-	-	-	-	1,197,323
Options Counseling	-	-	-	28,859	-	28,859
Transportation	157,361	-	-	-	-	601,742
Congregate Meals	-	-	139,216	-	-	1,520,430
Home Delivered Meals	-	554,983	-	-	-	1,622,708
Nutrition Counseling	-	-	-	-	-	4,830
Nutrition Education	-	-	-	-	-	40,828
CDSME	-	-	-	-	-	40,138
Falls Prevention	-	-	-	-	-	99,952
Emergency Services	-	-	-	-	-	153,336
Employment	-	-	-	-	-	122,988
Money Management	-	-	-	-	-	183,294
Outreach/Public Information & Education	-	-	-	-	-	389,983
Residential Repair and Renovation	-	-	-	-	-	207,693
Socialization/Recreation	-	-	-	-	-	10,746
Volunteer Programs	-	-	-	-	-	370,965
Legal Assistance	-	-	-	-	-	50,072
Elder Abuse Prevention	-	-	-	-	-	43,640
LTC Ombudsman Program	-	-	-	-	41,592	358,904
Prep. and Admin.	-	-	-	-	-	254,118
Public Health Workforce	-	-	-	-	-	81,141
<b>Title III-E Older Americans</b>						
<b>Act Funds</b>						
Individual Counseling	-	-	-	-	-	157,024
Caregiver Training	-	-	-	-	-	39,382
Comm. Referral Info. & Assist	-	-	-	-	-	301,238
Outreach/Public Information/Education	-	-	-	-	-	143,140
Respite Voucher	-	-	-	-	-	595
Adult Day Care (Out of Home)	-	-	-	-	-	80,784
Homemaker (In-Home)	-	-	-	-	-	30,481
Personal Care (In-Home)	-	-	-	-	-	112,631
Prep. and Admin.	-	-	-	-	-	39,324
<b>Grandparent &amp; Older Individual</b>						
<b>Caregivers of Children</b>						
Outreach/Public Information/Education	-	-	-	-	-	9,967
<b>Total Title III &amp; Title VII</b>	<u>\$ 157,361</u>	<u>\$ 554,983</u>	<u>\$ 139,216</u>	<u>\$ 57,823</u>	<u>\$ 41,592</u>	<u>\$ 9,179,939</u>

See independent auditor's report.

# **THE CAPITAL AREA AGENCY ON AGING**

Status of Inventories  
From October 1, 2023 to September 30, 2024

			(1) Value on hand
	Value on Hand	Increase	Value on hand
<u>Fund Source</u>	<u>October 1, 2023</u>	<u>(Decrease)</u>	<u>September 30,</u>
		<u>During Period</u>	<u>2024</u>
Title III-B, Older Americans Act	\$ -	\$ -	\$ -
Title III-C(1), Older Americans Act	-	-	-
Title III-C(2), Older Americans Act	-	-	-
Title III-D, Older Americans Act	-	-	-
Title III-E, Older Americans Act	-	-	-
Title VII, Ombudsman	-	-	-
Title VII, Elder Abuse	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Totals	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

(1) Assets acquired with DARS funds with a net book value of \$5,000 or more as of 9/30/24.

See independent auditor's report.



# THE CAPITAL AREA AGENCY ON AGING

## Schedule of Expenditures of Federal Awards Year Ended September 30, 2024

Federal Grantor/Pass-Through Grantor/Program Title	Assistance Listing Number	Pass-through Entity Identifying Number	Passed Through to Subrecipients	Total Federal Expenditures
Department of Health and Human Services:				
Passed through Virginia Department for Aging and Rehabilitative Services:				
Aging Cluster:				
ARP Special Programs for the Aging - Title III, Part B - Grants for Supportive Services and Senior Centers	93.044	119118	\$ -	\$ 1,005,001
Special Programs for the Aging - Title III, Part B - Grants for Supportive Services and Senior Centers	93.044	122543/124465	-	1,273,992
			-	2,278,993
ARP Special Programs for the Aging - Title III, Part C - Nutrition Services	93.045	119119/119138	-	1,930,381
Special Programs for the Aging - Title III, Part C - Nutrition Services	93.045	122546/122560/ 124466/124467	900,000	1,624,479
			900,000	3,554,860
ARP Special Programs for the Aging - Title III, Part D - Disease Prevention and Health Promotion Services	93.043	119120	-	143,656
Special Programs for the Aging - Title III, Part D - Disease Prevention and Health Promotion Services	93.043	122542/124474	-	33,985
			-	177,641
ARP National Family Caregiver Support, Title III, Part E	93.052	119121	-	345,076
National Family Caregiver Support, Title III, Part E	93.052	122561/124475	-	548,663
			-	893,739
Nutrition Services Incentive Program	93.053	122547/124476	-	88,795
Total Aging Cluster			900,000	6,994,028
Special Programs for the Aging - Title VII, Chapter 2 - Long Term Care Ombudsman Services for Older Individuals	93.042	122540/124478	-	63,869
ARPA - Special Programs for the Aging - Title VII, Chapter 2 - Long Term Care Ombudsman Services for Older Individuals	93.042	119117	-	10,814
			-	74,683
Special Programs for the Aging - Title VII, Chapter 3 - Programs for Prevention of Elder Abuse, Neglect, and Exploitation	93.041	122554/124477	-	11,157
State Health Insurance Assistance Program	93.324	117058	-	81,206
Medical Assistance Program	93.778	ARS46200	-	22,080
Medical Enrollment Assistance Program	93.071	122548	-	85,150
Expanding Public Health Workforce	93.044	122090	-	81,141
Evidence-Based Falls Prevention Program	93.761	119122	-	800
Passed through Virginia Association of Area Agencies on Aging:				
Special Programs for the Aging - Title IV and Title II - Discretionary Projects	93.048	90MPPG0055	-	58,165
			-	414,382
Department of Labor:				
Passed through Virginia Department for Aging and Rehabilitative Services:		124121/124123		
Senior Community Service Employment Program	17.235	117726/126067	-	415,486
Department of Agriculture:				
Passed through Virginia Department for Aging and Rehabilitative Services:				
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program	10.561	122521/124484	-	27,718
Corporation for National and Community Services:				
Foster Grandparent Program	94.011	N/A	-	246,543
Retired and Senior Volunteer Program	94.002	N/A	-	40,515
			-	287,058
Department of Transportation:				
Passed through Greater Richmond Transit Authority:				
Transit Services Program Cluster:				
Enhanced Mobility of Senior and Individuals with Disabilities	20.513	N/A	-	240,071
<b>Total</b>			<b>\$ 900,000</b>	<b>\$ 8,378,743</b>

See independent auditor's report.

## THE CAPITAL AREA AGENCY ON AGING

Notes to Schedule of Expenditures of Federal Awards  
Year Ended September 30, 2024

### 1. **Basis of Presentation:**

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of The Capital Area Agency on Aging (the "Agency") under programs of the federal government for the year ended September 30, 2024. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFS) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"). Because the Schedule presents only a selected portion of the operations of the Agency, it is not intended to and does not present the financial position, results of operations, or cash flows of the Agency.

### 2. **Summary of Significant Accounting Policies:**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

### 3. **Indirect Cost Rate:**

The Agency has elected not to use the 10% de minimus indirect cost rate as allowed under the Uniform Guidance.

See independent auditor's report.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Directors  
The Capital Area Agency on Aging  
Richmond, Virginia:

We have audited, in accordance with the auditing standards generally accepted in the United States 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 Capital Area Agency on Aging, (the "Agency") which comprise the statement of financial position as of September 30, 2024, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated December 17, 2024.

**Report on Internal Control Over Financial Reporting**

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

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

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

## **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Agency'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 financial statements. 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 Agency'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 Agency's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink, appearing to read "Keita", with a stylized, flowing script.

December 17, 2024  
Glen Allen, Virginia

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR  
EACH MAJOR PROGRAM ON INTERNAL CONTROL OVER  
COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Directors  
The Capital Area Agency on Aging  
Richmond, Virginia

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited the Capital Area Agency on Aging's (the "Agency") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the Agency's major federal programs for the year ended September 30, 2024. The Agency's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Agency 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 September 30, 2024.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Agency and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Agency's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Agency's federal programs.

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Agency's compliance based on our audit. 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, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Agency's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, 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 Agency's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Agency's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances 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 the Agency's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

## Report on 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 a 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 Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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.



December 17, 2024  
Glen Allen, Virginia

## THE CAPITAL AREA AGENCY ON AGING

### Schedule of Findings and Questioned Costs Year Ended September 30, 2024

#### A. SUMMARY OF AUDIT RESULTS:

- (1) Unmodified opinion on the basic financial statements.
- (2) No material weaknesses or significant deficiencies in internal control were disclosed during the audit.
- (3) No noncompliance which is material to the financial statements was disclosed by the audit.
- (4) No material weaknesses or significant deficiencies relating to the audit of the major federal award programs were disclosed by the audit.
- (5) Unmodified opinion on compliance for major programs.
- (6) No audit findings were disclosed by the audit.
- (7) Major Programs:

<u>Name of Federal Program or Cluster</u>	<u>Assistance Listing #</u>
Aging Cluster	93.043, 93.044, 93.045, 93.052, 93.053

- (8) The dollar threshold used to distinguish between Type A and Type B programs was \$750,000.
- (9) The auditee did qualify as a low risk auditee.

#### B. FINDINGS RELATING TO THE FINANCIAL STATEMENTS WHICH ARE REQUIRED TO BE REPORTED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS:

None

#### C. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS:

None

#### D. PRIOR YEAR FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS:

None



**THE CAPITAL AREA AGENCY ON AGING**

Corrective Action Plan  
Year Ended September 30, 2024

Not Applicable