

HEARING AND SERVICE DOGS OF MINNESOTA
dba CAN DO CANINES
(A Non-Profit Corporation)

Audited Financial Statements
Year ended December 31, 2012
(With comparative totals for 2011)

TABLE OF CONTENTS

INDEPENDENT AUDITOR'S REPORT

FINANCIAL STATEMENTS

Statement of Financial Position

Statement of Activities and Changes in Net Assets

Statement of Functional Expenses

Statement of Cash Flows

NOTES TO FINANCIAL STATEMENTS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
STRUCTURE

Kneisl & Associates, Ltd.
Certified Public Accountants

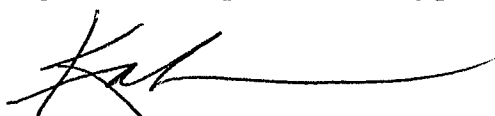
INDEPENDENT AUDITOR'S REPORT

Board of Directors
HEARING AND SERVICE DOGS OF MINNESOTA
dba CAN DO CANINES
Minneapolis, Minnesota

We have audited the accompanying statement of financial position of **HEARING AND SERVICE DOGS OF MINNESOTA dba CAN DO CANINES** as of December 31, 2012 and 2011 and related statement of activities and changes in net assets, functional expenses and cash flows for the years then ended. These financial statements are the responsibility of the organization's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards of the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management as well as evaluating the overall financial statement presentation. We believe that our audit provides reasonable basis for our opinion.

In our opinion, the financial statement referred to above, present fairly, in all material respects, the financial position of **HEARING AND SERVICE DOGS OF MINNESOTA dba CAN DO CANINES** as of December 31, 2012 and 2011 and the results of its operations and its cash flows for the years then ended in conformity with generally accepted accounting principles.



Kneisl & Associates Ltd
March 15, 2013

HEARING AND SERVICE DOGS OF MINNESOTA
 dba - Can Do Canines
 STATEMENT OF FINANCIAL POSITION
 DECEMBER 31, 2012 AND 2011

| | <u>2012</u> | <u>2011</u> |
|--|----------------------------|----------------------------|
| ASSETS | | |
| CURRENT ASSETS | | |
| Cash - checking | \$ 190,546 | \$ 279,542 |
| Cash and investments | 51,912 | 193,098 |
| Pledges receivable | 340,271 | 64,178 |
| Prepays | <u>17,114</u> | <u>16,046</u> |
| Total current assets | 599,843 | 552,864 |
| Pledges receivable- long term | 910,625 | 86,460 |
| PROPERTY AND EQUIPMENT | | |
| Vehicles & equipment | 113,848 | 93,905 |
| Land and building | 3,450,452 | 3,343,503 |
| Less accumulated depreciation | <u>(374,953)</u> | <u>(286,371)</u> |
| | <u>3,189,347</u> | <u>3,151,037</u> |
| TOTAL ASSETS | <u><u>4,699,815</u></u> | <u><u>3,790,361</u></u> |
| LIABILITIES AND NET ASSETS | | |
| CURRENT LIABILITIES | | |
| Accounts payable | 17,704 | 369,214 |
| Accrued interest | 78,637 | 80,881 |
| Accrued expenses | <u>40,922</u> | <u>32,488</u> |
| Total current liabilities | 137,263 | 482,583 |
| Long term debt - less current maturities | 1,100,020 | 1,230,019 |
| NET ASSETS | | |
| Unrestricted net assets | 2,211,636 | 1,927,121 |
| Temporarily restricted | 1,250,896 | 150,638 |
| Total net assets | <u>3,462,532</u> | <u>2,077,759</u> |
| TOTAL LIABILITIES AND NET ASSETS | <u><u>\$ 4,699,815</u></u> | <u><u>\$ 3,790,361</u></u> |

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

HEARING AND SERVICE DOGS OF MINNESOTA
dba - Can Do Canines
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS
FOR THE YEARS ENDED DECEMBER 31, 2012 AND 2011

| | 2012 | | | 2011 |
|---------------------------------------|---------------------|---------------------------|---------------------|---------------------|
| | Unrestricted | Temporarily restricted | total | |
| PUBLIC SUPPORT AND REVENUE | | | | |
| Public support | | | | |
| Individual & corporate | \$ 312,662 | \$ 1,523,904 | \$ 1,836,566 | 287,796 |
| Service clubs donations | 128,133 | - | 128,133 | 183,738 |
| Foundations grants | 213,221 | - | 213,221 | 524,145 |
| Federated fundraisers | 40,773 | - | 40,773 | 34,897 |
| Special events - net | 119,887 | - | 119,887 | 220,233 |
| In-kind contributions | 106,457 | - | 106,457 | 56,493 |
| Total public support | <u>921,133</u> | <u>1,523,904</u> | <u>2,445,037</u> | <u>1,307,302</u> |
| Investment income (loss) | (607) | - | (607) | 193 |
| Net assets released from restrictions | <u>423,646</u> | <u>(423,646)</u> | - | - |
| Total support and revenue | 1,344,172 | 1,100,258 | 2,444,430 | 1,307,495 |
| EXPENSES | | | | |
| Program expenses | 940,319 | - | 940,319 | 907,037 |
| Support services | | | | |
| Management and general | 57,296 | - | 57,296 | 53,248 |
| Fundraising | 62,042 | - | 62,042 | 58,159 |
| Total support services | <u>119,338</u> | <u>-</u> | <u>119,338</u> | <u>111,407</u> |
| Total expenses | <u>1,059,657</u> | <u>-</u> | <u>1,059,657</u> | <u>1,018,444</u> |
| INCREASE IN NET ASSETS | 284,515 | 1,100,258 | 1,384,773 | 289,051 |
| NET ASSETS - BEGINNING | <u>1,927,121</u> | <u>150,638</u> | <u>2,077,759</u> | <u>1,788,708</u> |
| NET ASSETS - ENDING | <u>\$ 2,211,636</u> | <u>\$ 1,250,896</u> | <u>\$ 3,462,532</u> | <u>\$ 2,077,759</u> |

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

HEARING AND SERVICE DOGS OF MINNESOTA
 dba - Can Do Canines
 STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED DECEMBER 31, 2012 AND 2011

| | <u>2012</u> | <u>2011</u> |
|--|-----------------------|-----------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | |
| Increase in net assets | 1,384,773 | 289,051 |
| Adjustments to reconciled net assets | | |
| Depreciation | 88,658 | 86,961 |
| Changes in assets & liabilities: | | |
| (increase) decrease in grants receivable | (1,100,258) | 21,304 |
| (increase) decrease in prepaids | (1,068) | (2,809) |
| increase (decrease) in accounts payable | (351,510) | 360,026 |
| increase (decrease) in accruals | 6,190 | (70) |
| Net cash from operations | <u>26,785</u> | <u>754,463</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES | | |
| Equipment purchases & donations | (19,943) | - |
| Building purchase | <u>(106,949)</u> | <u>(569,810)</u> |
| Net cash used in investing activities | <u>(126,892)</u> | <u>(569,810)</u> |
| CASH FLOWS FROM FINANCING ACTIVITIES | | |
| Debt on building purchase | <u>(130,000)</u> | <u>-</u> |
| NET INCREASE (DECREASE) IN CASH | (230,107) | 184,653 |
| CASH - BEGINNING | <u>472,640</u> | <u>287,987</u> |
| CASH - ENDING | <u><u>242,533</u></u> | <u><u>472,640</u></u> |

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

HEARING AND SERVICE DOGS OF MINNESOTA
 dba - Can Do Canines
 STATEMENT OF FUNCTIONAL EXPENSES
 DECEMBER 31, 2012 AND 2011

| | Supporting Services | | | | Totals | |
|---------------------------------|---------------------|---------------|---------------|------------------------|---------------------|---------------------|
| | Program Services | Admin | Fundraising | Total | 2012 | 2011 |
| | | | | Supporting Services | | |
| Salaries and wages | \$ 440,223 | 36,176 | 32,068 | 68,244 | \$ 508,467 | \$ 514,686 |
| Payroll fringes | 115,573 | 10,750 | 8,063 | 18,813 | 134,386 | 117,097 |
| Total salaries and fringes | <u>555,796</u> | <u>46,926</u> | <u>40,131</u> | <u>87,057</u> | <u>642,853</u> | <u>631,783</u> |
| Dog acquisitions | 18,165 | - | - | - | 18,165 | 11,200 |
| Vet, trainers & interpreters | 37,335 | - | - | - | 37,335 | 47,286 |
| Dog supplies | 25,888 | - | - | - | 25,888 | 22,531 |
| Accounting & legal | 3,870 | 215 | 215 | 430 | 4,300 | 7,650 |
| Consultants | - | - | 6,245 | 6,245 | 6,245 | 15,115 |
| Internet and phone | 7,952 | 440 | 440 | 880 | 8,832 | 8,006 |
| Occupancy & interest | 88,096 | 5,350 | 5,350 | 10,700 | 98,796 | 82,238 |
| Administrative & general office | 62,469 | 2,940 | 2,940 | 5,880 | 68,349 | 50,706 |
| Printing & publications | 26,358 | - | 2,607 | 2,607 | 28,965 | 23,576 |
| Travel & vehicle costs | 22,565 | - | - | - | 22,565 | 24,843 |
| Education | 3,828 | - | 500 | 500 | 4,328 | 1,654 |
| Promotion | 2,189 | - | 2,189 | 2,189 | 4,378 | 4,895 |
| Total exps before depreciation | <u>854,511</u> | <u>55,871</u> | <u>60,617</u> | <u>116,488</u> | <u>970,999</u> | <u>931,483</u> |
| Depreciation | <u>85,808</u> | <u>1,425</u> | <u>1,425</u> | <u>2,850</u> | <u>88,658</u> | <u>86,961</u> |
| Total expenses | <u>\$ 940,319</u> | <u>57,296</u> | <u>62,042</u> | <u>119,338</u> | <u>\$ 1,059,657</u> | <u>\$ 1,018,444</u> |

HEARING AND SERVICE DOGS OF MINNESOTA
dba - Can Do Canines
NOTES TO FINANCIAL STATEMENTS
December 31, 2012 and 2011

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

ORGANIZATION AND PROGRAM SERVICES

The organization was incorporated in 1987 and is dedicated to enhancing the quality of life for people with disabilities by creating mutually beneficial partnerships with specially trained dogs. Initially the Organization worked with all shelter dogs, and provided services for deaf clients. In 1995, they expanded programs to serve people with physical disabilities and in 2006, increased the service area to include Wisconsin, North and South Dakota, Iowa, Missouri, and Illinois.

In recent years, they added new services, providing assistance dogs to children with autism, people with type 1 diabetes complicated by hypoglycemia unawareness, people with seizure disorders, and, most recently, returning disabled veterans. At the end of 2009, they adopted a new name – Can Do Canines – to better reflect new and increased services. The programs have expanded to obtaining dogs from shelters, accepting donated puppies and dogs and breeding their own dogs. The dogs, professional training, interpreting, obedience instruction, medical care and other supplies are all provided to qualified applicants at no charge.

BASIS OF ACCOUNTING

The organization uses the accrual basis of accounting.

REVENUE RECOGNITION

Contributions are recognized as revenue when they are received or unconditionally pledged. Unconditional pledges are recorded as income in the year in which verified evidence of the pledges is received. Pledges payable in future periods are considered time-restricted. These pledges are recorded as temporarily restricted receivables, at their present value, until they are paid.

Support that is restricted by the donor is reported as an increase in temporarily or permanently restricted net assets. When the restriction expires i.e. when a stipulated time ends or purpose is accomplished, the restricted assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets.

PLEDGES RECEIVABLE

Receivables consist mainly of amounts due for pledges made. No allowance for doubtful accounts has been provided. Receivables are written off directly after they are considered uncollectable.

HEARING AND SERVICE DOGS OF MINNESOTA
dba - Can Do Canines
NOTES TO FINANCIAL STATEMENTS
December 31, 2012 and 2011

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

ESTIMATES

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

FINANCIAL STATEMENT PRESENTATION

The organization adopted Statement of Financial Accounting Standards No. 117, Financial Statements of Not-For-Profits Organizations. As such, all information regarding its financial position and activities are reported within three classes of net assets:

Unrestricted – Assets over which the board of directors has discretionary control

Temporally restricted – Assets subject to donor imposed restrictions in terms of time or purpose.

Permanently restricted – Assets subject to donor requirement are to be maintained permanently.

PROPERTY AND EQUIPMENT

Furniture and equipment is recorded at cost or fair market value at time of donation. Depreciations is computed using the straight-line method over estimated useful life of 3 to 10 years. The cost of maintenance is expensed as incurred and significant improvements are capitalized. The building is depreciated over its estimated life of 31.5 years.

DONATED SERVICES AND MATERIALS

Contributions of donated non-cash assets are recorded at their fair values in the period received. Contributions of donated services that enhance non-financial assets are recorded at their fair value. The Organization received donations of 9 dogs in 2012 estimated at \$ 8,765 and received donations of 8 dogs in 2011 estimated at \$11,200. All dog costs are expensed when received.

HEARING AND SERVICE DOGS OF MINNESOTA
dba - Can Do Canines
NOTES TO FINANCIAL STATEMENTS
December 31, 2012 and 2011

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

CONCENTRATIONS

The Organization maintains its cash in interest bearing accounts at a financial institution and at various times the balance may exceed the federal deposit insurance amount.

There is a significant donor who accounts for 55% of the support earned during the year due to donations on a lead capital campaign gift. One vendor accounts for over 50% of the accounts payable at December 31, 2012.

SUBSEQUENT EVENTS

The Organization was evaluated for material subsequent events through March 15, 2013, the date the financial statements were issued.

NOTE 2 – INCOME TAXES

The organization is exempt from taxes under Internal Revenue Code Section 501 (c) (3). As such, all contributions to the organizations qualify as a charitable deduction by the donor.

NOTE 3 – FUNCTIONAL ALLOCATION OF EXPENSES

The cost of programs and supporting services has been summarized on a functional basis. Salaries and related expenses are allocated to program and services based on the actual time spent on each program. The remaining expenses are specifically allocated whenever practical, and when this is impractical, are allocated on the best estimate of management.

NOTE 4 – NET ASSETS RELEASED FROM DONOR RESTRICTIONS

Assets were released from restriction in 2012 and 2011 in the amount of \$423,646 and \$71,464 respectfully.

NOTE 5 – DONATED SERVICES AND PROPERTY

HEARING AND SERVICE DOGS OF MINNESOTA
dba - Can Do Canines
NOTES TO FINANCIAL STATEMENTS
December 31, 2012 and 2011

The organization recorded in-kind contributions of \$106,457 and \$56,493 in 2012 and 2011, respectfully. These contributions are comprised of the following:

| | <u>2012</u> | <u>2011</u> |
|-----------------------------|------------------|-----------------|
| Veterinarian services | 15,774 | 30,058 |
| Dogs & supplies | 26,422 | 23,935 |
| Equipment & vehicles | 4,500 | 2,500 |
| Professional audio services | 28,918 | |
| Office supplies | 30,843 | |
| | <u>\$106,457</u> | <u>\$56,493</u> |

The organization receives significant amounts of donated services from substantial numbers of unpaid volunteers who assist in the program services of the organization.

NOTE 6 – PENSION PLAN

The organization has established a defined contribution plan covering all full time employees who have completed one year of service and have attained the age of 18 years. The contribution is discretionary and is determined each year by the board. For the years ended December 31, 2012 and 2011 organization contributions to the plan were \$12,944 and \$11,625 respectively.

NOTE 7 – LONG TERM DEBT

Long term debt outstanding at December 31, is as follows:

| | <u>2012</u> | <u>2011</u> |
|--|-------------|-------------|
| A \$1,230,019 contract for deed initiated June 2009. Payable to building seller with interest of 5.0% per annum and is payable starting October 2010 in the amount of \$5,312 per month. Principal payment of \$50,000 is due at the Organization's discretion within the first five years. Full payment is due October 2020. Note is secured by the building. | \$1,030,019 | \$1,230,019 |

Kneisl & Associates, Ltd.
Certified Public Accountants

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL STRUCTURE

To the Board of Directors
HEARING AND SERVICE DOGS OF MINNESOTA
dba CAN DO CANINES

We have audited the financial statements of **HEARING AND SERVICE DOGS OF MINNESOTA dba CAN DO CANINES** as of and for the year ended December 31, 2012, and have issued our report thereon dated March 15, 2013.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

In planning and performing our audit of the financial statements of the organization for the period ended December 31, 2012, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

The management of the organization is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and the transactions are executed in accordance with managements' authorization and recorded properly to permit the preparation of financial statements in accordance with the income tax basis. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a reportable condition in which the design or the risk that errors or irregularities in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no material matters involving the internal control structure that we consider to be material weaknesses as defined above.

This report is intended for the information of the organization.


KNEISL & ASSOCIATES, LTD.
March 15, 2013