

**Westmoreland Cleanways  
Financial Statements  
Years Ended September 30, 2018 and 2017**

**WESTMORELAND CLEANWAYS  
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YEARS ENDED SEPTEMBER 30, 2018 AND 2017**

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of  
Westmoreland Cleanways

We have audited the accompanying financial statements of Westmoreland Cleanways (a nonprofit organization), which comprise the statements of financial position as of September 30, 2018 and 2017, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

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

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Westmoreland Cleanways as of September 30, 2018 and 2017, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

*Singer Accounting, PC*

Ligonier, Pennsylvania

January 9, 2019

**WESTMORELAND CLEANWAYS  
STATEMENTS OF FINANCIAL POSITION  
YEARS ENDED SEPTEMBER 30, 2018 AND 2017**

	<u>2018</u>	<u>2017</u>
<b>ASSETS</b>		
Current Assets		
Cash and Cash Equivalents	\$ -	\$ -
Investments	324,972	296,703
Grants Receivable	48,228	58,989
Other Receivable	395	1,265
Prepaid Expenses	<u>8,641</u>	<u>8,641</u>
Total Current Assets	<u>382,236</u>	<u>365,598</u>
Property and Equipment		
Net of Accumulated Depreciation	<u>31,744</u>	<u>40,460</u>
<b>TOTAL ASSETS</b>	<b>\$ <u>413,980</u></b>	<b>\$ <u>406,058</u></b>
 <b>LIABILITIES AND NET ASSETS</b>		
<b>LIABILITIES</b>		
Current Liabilities		
Cash Overdraft	\$ 12,929	\$ 5,383
Accounts Payable and Accrued Liabilities	13,589	6,032
Deferred Revenue	10,000	-
Current Portion of Lease Obligations	<u>3,164</u>	<u>2,874</u>
Total Current Liabilities	<u>39,682</u>	<u>14,289</u>
Long-term Liabilities		
Lease Obligations Payable, Less Current Portion	<u>10,052</u>	<u>13,216</u>
Total Long-term Liabilities	<u>10,052</u>	<u>13,216</u>
<b>TOTAL LIABILITIES</b>	<b>\$ <u>49,734</u></b>	<b>\$ <u>27,505</u></b>
<b>NET ASSETS</b>		
Unrestricted	\$ 364,246	\$ 378,553
Temporarily Restricted	-	-
Permanently Restricted	<u>-</u>	<u>-</u>
<b>TOTAL NET ASSETS</b>	<b>\$ <u>364,246</u></b>	<b>\$ <u>378,553</u></b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ <u>413,980</u></b>	<b>\$ <u>406,058</u></b>

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

**WESTMORELAND CLEANWAYS  
STATEMENT OF ACTIVITIES  
YEAR ENDED SEPTEMBER 30, 2018**

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
<b>REVENUE &amp; SUPPORT</b>				
Program Grants	\$ 152,682	\$ -	\$ -	\$ 152,682
Project Income	64,336	-	-	64,336
County Support	52,135	-	-	52,135
Recycling Service Fees	28,000	-	-	28,000
Membership Dues	7,390	-	-	7,390
Contributions	10,435	-	-	10,435
Other Income	7,888	-	-	7,888
Fundraising	280	-	-	280
Interest Income	2,305	-	-	2,305
Net Assets Released from Purpose Restrictions	-	-	-	-
<b>TOTAL REVENUE &amp; SUPPORT</b>	<u>325,451</u>	<u>-</u>	<u>-</u>	<u>325,451</u>
<b>EXPENSES</b>				
Program Expenses				
Program Services - Indirect Cost	218,515	-	-	218,515
Recycling - Direct Program Cost	98,784	-	-	98,784
Educational - Direct Program Cost	1,777	-	-	1,777
Roadway Cleanups - Direct Program Cost	4,553	-	-	4,553
Total Program Expenses	<u>323,629</u>	<u>-</u>	<u>-</u>	<u>323,629</u>
Management and General	16,129	-	-	16,129
Fundraising	-	-	-	-
<b>TOTAL EXPENSES</b>	<u>339,758</u>	<u>-</u>	<u>-</u>	<u>339,758</u>
<b>CHANGE IN NET ASSETS</b>	(14,307)	-	-	(14,307)
<b>NET ASSETS, BEGINNING OF YEAR</b>	<u>378,553</u>	<u>-</u>	<u>-</u>	<u>378,553</u>
<b>NET ASSETS, END OF YEAR</b>	<u>\$ 364,246</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 364,246</u>

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

**WESTMORELAND CLEANWAYS  
STATEMENT OF ACTIVITIES  
YEAR ENDED SEPTEMBER 30, 2017**

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
<b>REVENUE &amp; SUPPORT</b>				
Program Grants	\$ 188,418	\$ -	\$ -	\$ 188,418
Project Income	85,414	-	-	85,414
County Support	52,135	-	-	52,135
Recycling Service Fees	25,200	-	-	25,200
Membership Dues	7,825	-	-	7,825
Contributions	8,866	-	-	8,866
Other Income	1,281	-	-	1,281
Fundraising	1,545	-	-	1,545
Interest Income	661	-	-	661
Net Assets Released from Purpose Restrictions	-	-	-	-
<b>TOTAL REVENUE &amp; SUPPORT</b>	<u>371,345</u>	<u>-</u>	<u>-</u>	<u>371,345</u>
<b>EXPENSES</b>				
Program Expenses				
Program Services - Indirect Cost	204,643	-	-	204,643
Recycling - Direct Program Cost	112,083	-	-	112,083
Educational - Direct Program Cost	4,586	-	-	4,586
Roadway Cleanups - Direct Program Cost	5,107	-	-	5,107
Total Program Expenses	326,419	-	-	326,419
Management and General	13,887	-	-	13,887
Fundraising	-	-	-	-
<b>TOTAL EXPENSES</b>	<u>340,306</u>	<u>-</u>	<u>-</u>	<u>340,306</u>
<b>CHANGE IN NET ASSETS</b>	31,039	-	-	31,039
<b>NET ASSETS, BEGINNING OF YEAR</b>	<u>347,514</u>	<u>-</u>	<u>-</u>	<u>347,514</u>
<b>NET ASSETS, END OF YEAR</b>	<u>\$ 378,553</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 378,553</u>

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

**WESTMORELAND CLEANWAYS  
STATEMENTS OF CASH FLOWS  
YEARS ENDED SEPTEMBER 30, 2018 AND 2017**

	2018	2017
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in Net Assets	\$ (14,307)	\$ 31,039
Adjustments to reconcile change in net assets to cash provided by (used in) operating activities:		
Depreciation	8,716	9,570
(Increase) decrease in grants receivable	10,761	(20,116)
(Increase) decrease in other receivable	870	154
Increase (decrease) in accounts payable and accrued liabilities	7,557	(1,165)
Increase (decrease) in deferred revenue	10,000	-
Net Cash Provided by (Used in) Operating Activities	23,597	19,482
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchase of Fixed Assets	-	(14,969)
Sale of Fixed Assets	-	5,212
Purchase of Investments	(295,554)	(295,694)
Proceeds from Sale of Investments	267,285	272,984
Net Cash Provided by (Used in) Investing Activities	(28,269)	(32,467)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Principal Payments Under Capital Lease Obligations	(2,874)	(10,669)
Borrowings Under Capital Lease Obligations	-	17,037
Net Cash Provided by (Used in) Financing Activities	(2,874)	6,368
Net Increase (Decrease) in Cash and Cash Equivalents	(7,546)	(6,617)
Cash (Cash Overdraft) and Cash Equivalents, Beginning of Year	(5,383)	1,234
Cash (Cash Overdraft) and Cash Equivalents, End of Year	\$ (12,929)	\$ (5,383)
<b>Supplemental Cash Flow Disclosure</b>		
Interest Paid	\$ 1,440	\$ 1,262
Income Taxes Paid	\$ -	\$ -
Noncash Transactions	\$ -	\$ -
Fair Value of Capital Lease Obligation Entered into during the Year	\$ -	\$ 26,844

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



**WESTMORELAND CLEANWAYS  
STATEMENT OF FUNCTIONAL EXPENSES  
YEAR ENDED SEPTEMBER 30, 2018**

	<u>Program Services</u>	<u>Management &amp; General</u>	<u>Fundraising</u>	<u>Total</u>
Salaries and Wages	\$ 141,097	\$ 4,461	\$ -	\$ 145,558
Recycling Program	98,784	-	-	98,784
Occupancy	15,818	1,376	-	17,194
Payroll Taxes	12,713	402	-	13,115
Educational Program	1,777	-	-	1,777
Depreciation	8,019	697	-	8,716
Workers' Compensation	12,007	1,044	-	13,051
Travel	4,560	397	-	4,957
Insurance	6,177	537	-	6,714
Parking	5,520	480	-	6,000
Equipment and Maintenance	2,910	253	-	3,163
Telephone	2,515	219	-	2,734
Roadway Cleanups	4,553	-	-	4,553
Office Expenses	438	38	-	476
Pension	1,557	135	-	1,692
Postage	526	46	-	572
Membership Cost	757	66	-	823
Payroll Fees	684	60	-	744
Staff Development	1,283	112	-	1,395
Miscellaneous	25	2	-	27
Advertising	1,755	153	-	1,908
Volunteer Cost	154	13	-	167
Professional Fees	-	4,198	-	4,198
Interest	-	1,440	-	1,440
Total Expenses	\$ <u>323,629</u>	\$ <u>16,129</u>	\$ <u>-</u>	\$ <u>339,758</u>

**WESTMORELAND CLEANWAYS  
STATEMENT OF FUNCTIONAL EXPENSES  
YEAR ENDED SEPTEMBER 30, 2017**

	<u>Program Services</u>	<u>Management &amp; General</u>	<u>Fundraising</u>	<u>Total</u>
Salaries and Wages	\$ 129,284	\$ 4,087	\$ -	\$ 133,371
Recycling Program	112,083	-	-	112,083
Occupancy	13,835	1,203	-	15,038
Payroll Taxes	11,566	366	-	11,932
Educational Program	4,586	-	-	4,586
Depreciation	8,804	766	-	9,570
Workers' Compensation	9,781	851	-	10,632
Travel	4,636	403	-	5,039
Insurance	5,645	491	-	6,136
Parking	5,520	480	-	6,000
Equipment and Maintenance	3,566	310	-	3,876
Telephone	2,818	245	-	3,063
Roadway Cleanups	5,107	-	-	5,107
Office Expenses	3,212	279	-	3,491
Pension	1,612	140	-	1,752
Postage	848	74	-	922
Membership Cost	564	49	-	613
Payroll Fees	658	57	-	715
Staff Development	1,335	116	-	1,451
Miscellaneous	363	32	-	395
Advertising	74	6	-	80
Volunteer Cost	522	45	-	567
Professional Fees	-	2,625	-	2,625
Interest	-	1,262	-	1,262
<b>Total Expenses</b>	<b>\$ <u>326,419</u></b>	<b>\$ <u>13,887</u></b>	<b>\$ <u>-</u></b>	<b>\$ <u>340,306</u></b>

**WESTMORELAND CLEANWAYS  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 1 – NATURE OF OPERATIONS**

Nature of Operations

Westmoreland Cleanways (the “Organization”), is a nonprofit organization located in Latrobe, Pennsylvania. The Organization was incorporated on May 19, 2005 as a successor organization of PA Cleanways of Westmoreland County. The Organization’s mission is to protect, restore, and maintain the environmental qualities of Westmoreland County for the benefit of all who live, work, and visit therein. The Organization accomplishes its mission by sponsoring and promoting programs that address the proper disposal of solid waste through recycling, special collections, and the cleanup of illegal dumpsites and littered areas. The Organization also educates the public through presentations, print media, and the web. The Organization is an affiliate of Keep America Beautiful.

Westmoreland Cleanways signed a Letter of Understanding with Westmoreland County, Pennsylvania, which designates the Organization as the County’s recycling coordinators. The current agreement, which is effective through December 31, 2021, allows the Organization to represent the County in matters pertaining to recycling, PA Department of Environmental Protection Act 101 requirements, and the promotion of recycling to all Westmoreland County residents, municipalities, and businesses.

The Organization is primarily funded by Westmoreland County, member fees, private donations, sponsorships, grants, and recycling fees.

Income Taxes

Provision for federal taxes on income has not been made in the accompanying financial statements since the Internal Revenue Service (IRS) has determined that the Organization is exempt from federal income tax as an organization described in section 501(c)(3) of the Internal Revenue Code. The Organization is classified as an entity other than a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in Section 170(b)(1)(A)(vi).

The Organization’s Form 990, *Return of Organization Exempt from Income Tax*, is generally subject to review and examination for three years after filing. The Organization is not aware of any activities that would jeopardize its tax-exempt status.

Basis of Accounting

The accrual method of accounting is used for financial statement presentation. Under this method, revenues are recorded when earned and expenses are recorded when incurred, without regard to the time of cash receipt or disbursement.

Basis of Presentation

The Organization follows the provisions of Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958, *Accounting for Not-for-Profit Entities*. FASB ASC 958 generally requires that contributions received, including unconditional promises to give, be recognized as increases in net assets in the period received, at their fair values. FASB ASC 958 requires that the Organization display its activities and net assets in three classes as follows: unrestricted, temporarily restricted, and permanently restricted.

**WESTMORELAND CLEANWAYS  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 1 – NATURE OF OPERATIONS (continued)**

Basis of Presentation (continued)

The Organization classifies its net assets and its revenue, support, and expenses based on the existence or absence of donor-imposed restrictions. Permanently restricted net assets results from contributions whose use is limited by donor restrictions that do not expire. Temporarily restricted net assets result from contributions whose use is limited by donor stipulations that either expire with the passage of time or can be fulfilled and removed by actions of the Organization pursuant to the stipulations. Unrestricted net assets represent resources over which the Board of Directors has discretionary control because they are not subject to donor-imposed stipulations.

Revenues are reported as increases in unrestricted net assets unless use of the related amount is limited by donor-imposed restrictions. Expenses are reported as decreases in unrestricted net assets. Gains and losses on investments and changes in other assets or liabilities are reported as increases or decreases in unrestricted net assets, unless their use is restricted by explicit donor stipulation or by law. Expirations of temporary restrictions or net assets, that is the donor-imposed stipulated purpose has been accomplished and/or stipulated time period has elapsed, are reported as reclassification between applicable classes of net assets. However, if a restriction is fulfilled in the same period in which the contribution is received, the Organization reports the support as unrestricted.

Cash and Cash Equivalents

The Organization considers all highly liquid investments with an original maturity of three months or less to be cash equivalents

Investments

As of September 30, 2018 and 2017, the Organization's investments consisted of certificates of deposit recorded at cost, plus accrued interest and a money market mutual fund valued at the net asset value of the fund. The balances of the certificates of deposit were \$125,573 and \$125,521, respectively. The balances of the money market funds were \$199,399 and \$171,181, respectively. Both categories of investments are considered level 1 within the fair value hierarchy.

Grants Receivable

Represent grant amounts pledged to the Organization, but not received as of the fiscal year-end. An allowance for doubtful accounts has not been established since management is of the opinion that all accounts receivable at year end are fully collectible. All receivables are expected to be collected in less than one year.

Property and Equipment

Fixed assets that are purchased are recorded at cost. Expenditures for improvements that extend the life of the assets are capitalized. Donations of property and equipment are recorded as support at their estimated fair value at the date of donation. The Organization capitalizes all new assets with a cost of \$5,000 or more. All other maintenance and repairs are charged to expense as incurred. Depreciation is provided over the estimated useful lives of the respective assets on a straight-line basis. Amortization for capital leases is included in depreciation expense.

**WESTMORELAND CLEANWAYS**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2018 AND 2017**

**NOTE 1 – NATURE OF OPERATIONS (continued)**

Compensated Absences

Vacation time that employees earn and utilize is tracked by the Organization on a benefit year basis. A liability has been recorded by the Organization and is included in accounts payable and accrued liabilities on the statements of financial position. As of September 30, 2018 and 2017, the liability totaled \$8,267 and \$4,741, respectively.

Deferred Revenue

Represent grant amounts received in the fiscal year, but the funds were allocated for the following year. As of September 30, 2018, deferred revenue consisted of \$10,000. This represents a grant from the Richard King Mellon Foundation to develop a strategic plan for the design and construction of a regional recycling center. There was no deferred revenue as of September 30, 2017.

Advertising Expense

Advertising costs are expensed as incurred. Advertising expense for the years ended September 30, 2018 and 2017 was \$1,908 and \$80, respectively.

Donated Services

No amounts have been included in the financial statements for donated services. While many individuals volunteer their time and perform a variety of tasks that assist the Organization, these services do not meet the criteria for recognition in the financial statements.

Estimates

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

Functional Allocation of Expenses

The cost of providing various programs and other activities have been summarized on a functional basis in the statement of activities and the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services. Portions of various expenditures are allocated between the related program services, management and general, and fundraising. The method of allocation varies according to the nature of the expense. Wages, payroll taxes, and pension expense are allocated by the estimated percentage of time spent by the applicable employee. Other expenses are allocated by a ratio of a function's direct cost to the initial total cost prior to allocation.

**WESTMORELAND CLEANWAYS  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 2 – PROPERTY AND EQUIPMENT**

The Organization’s property and equipment consists of the following at September 30:

	<u>2018</u>		<u>2017</u>
Leased Equipment Under Capital Leases	\$ 14,969	\$	14,969
Equipment	41,633		41,633
Leasehold Improvements	5,999		5,999
Less: Accumulated Depreciation	<u>(30,857)</u>		<u>(22,141)</u>
Total Net Property and Equipment	<u>\$ 31,744</u>	\$	<u>40,460</u>

Depreciation expense for the years ended September 30, 2018 and 2017 was \$8,716 and \$9,570, respectively.

**NOTE 3 – RETIREMENT PLANS**

The Organization sponsors a savings incentive match plan for all eligible employees. Contributions to the plan are withheld from the employee’s compensation. The Organization then matches amounts contributed by employees, limited to 3% of compensation for the year. The employer contributions to the plan totaled \$1,692 and \$1,752 for the years ended September 30, 2018 and 2017, respectively.

**NOTE 4 – CONCENTRATIONS OF REVENUE SOURCES/RECEIVABLES**

The Organization receives a substantial portion of its revenues from Westmoreland County and the Commonwealth of Pennsylvania. For the year ended September 30, 2018, approximately 57% of total revenues were received from these governments. Additionally, 89% of the grants receivable balance is due from these sources. For the year ended September 30, 2017, approximately 74% of total revenues were received from these governments. Additionally, 97% of the grants receivable balance is due from these sources.

A reduction in the level of this support may have a significant effect on the Organization’s program and activities.

**NOTE 5 – LEASE OBLIGATIONS PAYABLE**

During the year ended September 30, 2014, the Organization signed a capital lease agreement for the existing copier. The agreement requires monthly payments in the amount of \$628, which includes the monthly lease payment for the copier plus the monthly service and maintenance fees. The fee for monthly service and maintenance fees may be adjusted annually. The monthly lease payment equals \$452, including principal and interest, starting January 2, 2014 through October 2018. In May 2017, the Organization traded the existing copier for a new copier. The new agreement requires monthly payments of \$490, which includes the monthly lease payment for the copier plus the monthly service and maintenance fees. An interest rate of 9.701 percent is used for present value calculations.

**WESTMORELAND CLEANWAYS  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 5 – LEASE OBLIGATIONS PAYABLE (continued)**

The monthly lease payment equals \$359, including principal and interest, starting July 2017 through June 2022. The following schedule details the future minimum lease payments under capital leases by year and the present value of minimum lease payments as of September 30, 2018.

Year Ending September 30, 2018:	
2019	\$ 4,314
2020	4,314
2021	4,314
2022	2,876
Thereafter	-
Total Minimum Lease Payments	<u>15,818</u>
Less Amounts Representing Interest	<u>(2,602)</u>
Present Values of Minimum Lease Payments	<u>\$ 13,216</u>

**NOTE 6 – OPERATING LEASES**

On January 6, 2014, the Organization signed lease agreements for the use of office space and warehouse space. During the year ended September 30, 2018, these leases were renewed/reviced. Under the current lease agreements, the Organization will rent office space at a monthly rent of \$800, plus \$60 common area maintenance fees, parking at \$500 monthly, and warehouse space at a monthly rent of \$1,250. The term of the office lease is from February 1, 2014 through January 31, 2019. The terms of the warehouse and parking leases are from February 1, 2018 through January 31, 2019. As of February 1, 2019, the lease is month-to-month. The following schedule details the future required minimum lease payments:

Year Ending September 30, 2018:	
2019	\$ 10,440
2020	-
2021	-
2022	-
Thereafter	-
Total Minimum Lease Payments	<u>\$ 10,440</u>

**NOTE 7 – TEMPORARILY RESTRICTED NET ASSETS**

As of September 30, 2018 and 2017, there were no restricted funds held by the Organization.

**WESTMORELAND CLEANWAYS  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2018 AND 2017**

**NOTE 8 – EVALUATION OF SUBSEQUENT EVENTS**

The Organization has evaluated subsequent events through January 9, 2019, the date which the financial statements were available to be issued.